

Easterseals Southern California Title VI Notice to the Public

Notifying the Public of Rights under Title VI EASTERSEALS SOUTHERN CALIFORNIA

Easterseals Southern California operates its programs and services without regard to race, color, and national origin in accordance with Title VI of the Civil Rights Act. Any person who believes she or he has been aggrieved by any unlawful discriminatory practice under Title VI may file a complaint with Easterseals Southern California. For more information on Easterseals Southern California's civil rights program, and the procedures to file a complaint, contact (714) 834-1111, or visit our administrative office at 1063 McGaw Avenue, Suite 100, Irvine, CA 92614. For more information, visit www.easterseals.com/southernca.

A complainant may file a complaint directly with the Federal Transit Administration by filing a complaint with the Office of Civil Rights, Attention:
Title VI Program Coordinator, East Building, 5th Floor-TCR,
1200 New Jersey Ave., SE, Washington, DC 20590
If information is needed in another language, contact (714) 834-1111.

Notificar al Público de los Derechos bajo el Título VI Easterseals del SUR de CALIFORNIA

Easterseals del Sur de California opera sus programas y servicios sin respecto a raza, color y origen nacional con arreglo al título VI de la Civil Ley de derechos. Cualquier persona que cree que él o ella ha sido agravado por cualquier práctica discriminatoria ilegal bajo el Título VI puede presentar una queja con Easterseals del Sur de California. Para obtener más información sobre el programa derechos civiles capaz de industrias y el procedimientos para presentar una queja, llame al (714) 834-1111, o visite nuestra oficina administrativa en 1063 McGaw Avenue, Suite 100, Irvine, CA 92614.

Para más información, visite: www.easterseals.com/southernca.

Un demandante puede presentar una queja directamente con el Federal Transit Administration por archivar una queja con la Office of Civil Rights, Atención:
Title VI Program Coordinator, East Building, 5th Floor-TCR,
1200 New Jersey Ave., SE, Washington, DC 20590
Si se necesita información en otro idioma, contacte al (714) 834-1111.

Title VI Complaint Procedures

As a recipient of federal dollars, Easterseals Southern California (ESSC) is required to comply with Title VI of the Civil Rights Act of 1964 and ensure that services and benefits are provided on a non-discriminatory basis. Easterseals Southern California has in place a Title VI Complaint Procedure, which outlines a process for local disposition of Title VI complaints and is consistent with guidelines found in the Federal Transit Administration Circular 4702.1B, dated October 1, 2012.

Title VI The Law:

Title VI states that no person in the United States shall on the basis of race, color, or national origin be excluded from participation in, be denied the benefit of, or otherwise be subjected to discrimination in any program, service, or activity receiving federal financial assistance.

Complaint Process:

Any Person who believes she or he has been discriminated against on the basis of race, color, or national origin may file a Title VI complaint with Easterseals Southern California utilizing the ESSC Complaint Form within 180 days of the alleged incident. Within 10 business days of receiving the complaint form, Easterseals Southern California will review the complaint and inform the complainant of the action that will be taken. If it is determined that an investigation is necessary, ESSC has 30 days to investigate the complaint. If an extension is required beyond the 30 days, the complainant will be notified in writing of the cause for the delay.

A person may also file a complaint directly with the Federal Transit Administration at FTA Office of Civil Rights 1200 New Jersey Avenue SE, Washington, DC 20590.

A Spanish version of the Title VI Complaint Procedures and Complaint Forms is available upon request. Contact Easterseals Southern California at the address below:

Easterseals Southern California Title VI Coordinator,
1063 McGaw Avenue, Suite 100, Irvine, CA 92614.
714.834.1111

Easterseals Southern California Title VI Complaint Form

Section I: Please write legibly		
1. Name:		
2. Address:		
3. Telephone:	3.a. Secondary Phone (<i>Optional</i>):	
4. Email Address:		
5. Accessible Format Requirements?	<input type="checkbox"/> Large Print	<input type="checkbox"/> Audio Tape
	<input type="checkbox"/> TDD	<input type="checkbox"/> Other
Section II:		
6. Are you filing this complaint on your own behalf?	YES*	NO
*If you answered "yes" to #6, go to Section III.		
7. If you answered "no" to #6, what is the name of the person for whom you are filing this complaint? Name:		
8. What is your relationship with this individual:		
9. Please explain why you have filed for a third party:		
10. Please confirm that you have obtained permission of the aggrieved party to file on their behalf.	YES	NO
Section III:		
11. I believe the discrimination I experienced was based on (<i>check all that apply</i>):		
<input type="checkbox"/> Race	<input type="checkbox"/> Color	<input type="checkbox"/> National Origin
12. Date of alleged discrimination: (<i>mm/dd/yyyy</i>)		
13. Explain as clearly as possible what happened and why you believe you were discriminated against. Describe all persons who were involved. Include the name and contact information of the person(s) who discriminated against you (if known), as well as names and contact information of any witnesses. If more space is needed, please attach additional sheets of paper.		

Section IV:		
14. Have you previously filed a Title VI complaint with Easterseals Southern California?	No (Circle) Yes	Year_____
Section V:		
15. Have you filed this complaint with any other Federal, State, or local agency, or with any Federal or State court?		
[] YES* [] NO		
If yes, check all that apply:		
[] Federal Agency _____	[] State Agency _____	
[] Federal Court _____	[] Local Agency _____	
[] State Court _____		
16. If you answered "yes" to #15, provide information about a contact person at the agency/court where the complaint was filed.		
Name:		
Title:		
Agency:		
Address:		
Telephone:		Email:
Section VI:		
Name of Transit Agency complaint is against:		
Contact Person:		
Telephone:		

You may attach any written materials or other information that you think is relevant to your complaint.

Signature and date are required below to complete form:

Signature_____ Date_____

Please submit this form in person or mail to the address below:

Easterseals Southern California Title VI Coordinator,
1063 McGaw Avenue, Suite 100, Irvine, CA 92614.

A Spanish version of the Title VI Complaint Procedures and Complaint Forms is available upon request. Contact Easterseals Southern California at the address noted above or by calling: 714.834.1111.