

NOTICE TO THE PUBLIC

Notifying the Public of Rights under Title VI

THE CITY OF HAYSVILLE, KANSAS

Title VI of the Civil Rights Act of 1964 prohibits discrimination on the basis of race, color, or national origin in programs and activities receiving federal financial assistance. The City of Haysville, Kansas is committed to a policy of non-discrimination and operates its program and services without regard to race, color and national origin in accordance with Title VI.

Any person who believes he or she has been aggrieved by any unlawful discriminatory practices under Title VI may file a complaint with the City of Haysville Title VI Coordinator:

City of Haysville/Title VI Coordinator/City Attorney
200 West Grand
Haysville, KS 67060
(316) 529-5900

Complaints may also be filed directly with the Federal Transit Administration:

Office of Civil Rights
Attention: Title VI Program Coordinator
East Building, 5th Floor – TCR
1200 New Jersey Avenue SE
Washington, DC 20590

- If information is needed in another language, contact (316) 529-5900.
- Si necesita información en otro idioma, llame al (316) 529-5900.

AVISO AL PÚBLICO

Notificación al Público de Derechos bajo el Título VI

LA CIUDAD DE HAYSVILLE

El Título VI de la Ley de Derechos Civiles de 1964 prohíbe la discriminación por motivos de raza, color u origen nacional en los programas y actividades que reciben asistencia financiera federal. La ciudad de Haysville, Kansas está comprometida con una política de no discriminación y opera su programa y servicios sin tener en cuenta la raza, el color y el origen nacional de acuerdo con el Título VI.

Cualquier persona que crea que ha sido agraviada por cualquier práctica discriminatoria ilegal bajo el Título VI puede presentar una queja ante el Coordinador del Título VI de la Ciudad de Haysville:

Coordinador del Título VI de la Ciudad de Haysville/Abogado de la Ciudad

200 West Grand

Haysville, KS 67060

(316) 529-5900

Las quejas también pueden presentarse directamente ante la Administración Federal de Tránsito:

Oficina de Derechos Civiles

Atención: Coordinador del Programa Título VI

Edificio Este,^{5º} Piso – TCR

1200 New Jersey Avenue SE

Washington, DC 20590

- Si se necesita información en otro idioma, póngase en contacto con el (316) 529-5900.

Si necesita información en otro idioma, llame al (316) 529-5900.

CITY OF HAYSVILLE COMPLAINT PROCEDURE

In order to comply with Federal Transit Administration's requirements and guidelines, as a recipient of federal funds, the City of Haysville must develop procedures for investigating and tracking Title VI complaints filed, and make procedures for filing a complaint available to members of the public.

RESPONSIBILITIES:

Any person who believes he or she has been discriminated against on the basis of race, color, or national origin may file a Title VI complaint. The City of Haysville investigates complaints received no more than 180 days after the alleged incident and will process complaints that are complete.

PROCEDURE:

Once the complaint is received, the City of Haysville will review it to determine if our office has jurisdiction. The complainant will receive an acknowledgment letter informing her/him whether or not the complaint will be investigated by our office.

The City of Haysville has 60 business days to investigate the complaint. If more information is needed to resolve the case, the City of Haysville may contact the complainant. The complainant has 15 business days from the date of the letter to send the requested information to the investigator assigned to the case. If the investigator is not contacted by the complainant or does not receive the additional information within 15 business days, the City of Haysville can administratively close the case. A case can also be administratively closed if the complainant no longer wishes to pursue their case.

After the investigator reviews the complaint, he/she will issue one of two letters to the complainant: 1) a closure letter or 2) a letter of finding. A closure letter summarizes the allegations and states that there was not a Title VI violation and that the case will be closed. A letter of finding summarizes the allegations and the interviews regarding the alleged incident and explains whether or not any disciplinary action, additional training of the staff member or other action will occur. If the complainant wishes to appeal the decision, he/she has 30 days after the date of either letter to do so.

A complainant may also file a complaint directly with the Federal Transit Administration:

Office of Civil Rights
Attention: Title VI Program Coordinator
East Building, 5th Floor - TCR
1200 New Jersey Avenue SE
Washington, DC 20590

Please provide information about a contact person at the agency/court where the complaint was filed:
Name:
Title:
Agency:
Address:
Telephone:
Section VI
Name of agency complaint is against:
Contact Person:
Title:
Telephone Number:

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

Signature and date required below.

Signature

Date

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

City of Haysville
 Attn: Title VI Coordinator/City Attorney
 200 West Grand
 Haysville, KS 67060
 (316) 529-5900