

## **NON-DISCRIMINATION/TITLE VI**

### **Title VI and Nondiscrimination Commitment (FTA):**

Pursuant to Title VI of the Civil Rights Act of 1964 and related laws and regulations, York County Community Action Corporation (YCCAC) will not exclude from participation in, deny the benefits of, or subject to discrimination anyone on the grounds of race, color or national origin.

### **Complaint Procedures:**

YCCAC Transportation services has established a discrimination complaint procedure and will take prompt and reasonable action to investigate and eliminate discrimination when found. Any person who believes that they have been aggrieved by an unlawful discriminatory practice under Title VI has a right to file a formal complaint with YCCAC. [\[See page 2.\]](#) Any such complaint must be in writing and filed with YCCAC's Human Resources Director within sixty (60) calendar days following the date of the alleged discriminatory occurrence. For more information please contact YCCAC's Human Resources Director.

### **ADA/504 Statement:**

Pursuant to Section 504 of the Rehabilitation Act of 1973 (Section 504), the Americans with Disabilities Act of 1990 (ADA) and related federal and state laws and regulations, YCCAC will make every effort to ensure that it's facilities, programs, services and activities are accessible to those with disabilities. YCCAC will provide reasonable accommodation to disabled individuals who wish to participate in public involvement events or who require special assistance to access YCCAC programs, services or activities. Because providing reasonable accommodation may require outside assistance, organizations or resources, YCCAC asks that requests be made at least (5) calendar days prior to the need for accommodation. Questions, concerns, comments or requests for accommodation should be made to the YCCAC Transportation Director: Thomas Reinauer, 6 Spruce St, Sanford, ME 04073. 207-324-5762, Ext 2930.

To request additional information on YCCAC's Title VI policy, please contact YCCAC:

Director, Human Resources Department  
6 Spruce St  
Sanford, ME 04073  
207-459-2958 or 1-800-965-5762

### Transportation Complaint Form

**ADA Complaint**       **Title VI Complaint**       **Other Complaint**

Please identify any A.D.A., Title VI complaint if you feel any of your rights have been violated:

(Check all that apply)

Race    Color    Sex    National Origin    Age    Religion    Limited English Proficiency

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Home or Cell Phone: \_\_\_\_\_

1. Date(s) or happenings related to this complaint: \_\_\_\_\_

2. Persons on our staff that you dealt with: \_\_\_\_\_

3. Describe what happened - continue on the back of this form or attach additional page if needed:

4. Name(s) of witnesses or those who have knowledge of your reason for this complaint:

I, the undersigned, give the Complaint Department permission to review and investigate the above information relevant to this complaint. I swear that the above statement(s) are true and correct to the best of my knowledge and information.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

You may submit this form online at [info@yccac.org](mailto:info@yccac.org) or by mailing it to:

York County Community Action  
Director, Human Resources Department  
6 Spruce St  
Sanford, ME 40473-1162