

Appendix B

TITLE VI/NONDISCRIMINATION POLICY

The purpose of this document is to detail specific complaint procedures for better documentation efforts regarding to Title VI and related statutes.

Title VI of the 1964 civil right and related statues states that:

Tri-County Community Council, Inc. abides by both the Federal Transit Administration (FTA) and the Florida Department of Transportation (FDOT) Title VI/Nondiscrimination Programs. As a result, it is the policy of this agency, under Title VI of the Civil Rights Act of 1964; Section 504 of the Rehabilitation Act of 1973; Age Discrimination Act of 1975; Section 324 of the Federal-Aid Highway Act of 1973; Civil Rights Restoration Act of 1987; the Florida Civil Rights Act of 1992 and related statutes and regulations, that no person in the United States shall, on the basis of race, color, national origin, age, sex, disability/handicap, family or religious status be excluded from participation in, denied the benefits of, or be otherwise subjected to discrimination or retaliation, under any federally or non-federally funded program or activity administered by this agency or it's sub-recipients.

Tri-County Community Council, Inc. does not condone discrimination and believes all persons should be protected based on the above listed criteria and will not be excluded from participation in, being denied benefits of, or be subject to discrimination under Tri-County Community Council, Inc. transportation activities.

TRI-COUNTY COMMUNITY COUNCIL, INC. COMPLAINT PROCEDURE

Any person who believes she or he has been discriminated on the basis of race, color, national origin, sex, age, disability/handicap, income status, family or religious status by Tri-County Community Council, Inc. may file a complaint by completing and submitting the agency's complaint form in writing to the attention of Title VI Coordinator, Joel Paul, Jr., Executive Director, P.O. Box 1210 Bonifay, Florida 32425. This form is available on our website, in our offices, or can be mailed or emailed upon request.

Tri-County Community Council, Inc. will investigate complaints promptly after notification of the alleged incident. If additional information is required, Tri-County Community Council, Inc. may contact the complainant. If the complainant fails to respond to requested information within 10 days, the complaint will be administratively closed. A case can also be closed if the complainant no longer wishes to pursue their case.

The Title VI Coordinator/Executive Director will review all information and determine if further action is required. If it has been determined that a Title VI/Nondiscrimination violation has occurred, appropriate steps will be taken immediately. Employee may be required to attend additional training and/or be subject to disciplinary action up to and including termination.

If no violation has been discovered and the complainant wishes to appeal the decision, he/she can contact the Federal Transit Administration, at FTA Office of Civil Rights, 1200 New Jersey Avenue SE, Washington, DC 20590.