

What Information Should You Include in Your Complaint?

A signed, written complaint should be filed within 180 days of the alleged discrimination. If you could not reasonably be expected to know the act was discriminatory within the 180 day period, you have 60 days after you became aware to file your complaint.

You should include:

- Your name, address and telephone number. If you are filing on behalf of another person, include their name, address, telephone number and your relationship to that person, and include your signature.
- The name and address of the agency, firm or department you believe discriminated against you.
- A description of how, why, and when you believe you were discriminated against. Include as much background information as possible about the alleged acts.
- The names of individuals whom you allege discriminated against you, if you know them.

The names of any persons or witnesses, if known that can be contacted for additional information to support your allegations.



Who are Beneficiaries Covered by Title VI?

Approximately 30 federal agencies provide federal financial assistance in the form of funds, training, and technical assistance to state and local governments, and nonprofit and private organizations. MDOT as a recipient of federal assistance must non-discriminately operate programs and deliver benefits and services to “beneficiaries” to achieve the goals of Title VI and other federal legislation that authorize the programs. A beneficiary is one who receives a benefit or participates in a program, service, or activity provided by a recipient.

Required Compliance by Recipients and Sub-Recipients.

- **Compliance** – Title VI compliance occurs when a recipient has effectively implemented all of its Title VI requirements or can demonstrate that every good faith effort has been made toward achieving its end.
- **Federal-aid Recipient** – A USDOT federal-aid recipient is any state transportation agency, city, county, contractor, Metropolitan Planning Organizations, public or private agency that receives USDOT or Federal Highway funds or assistance.

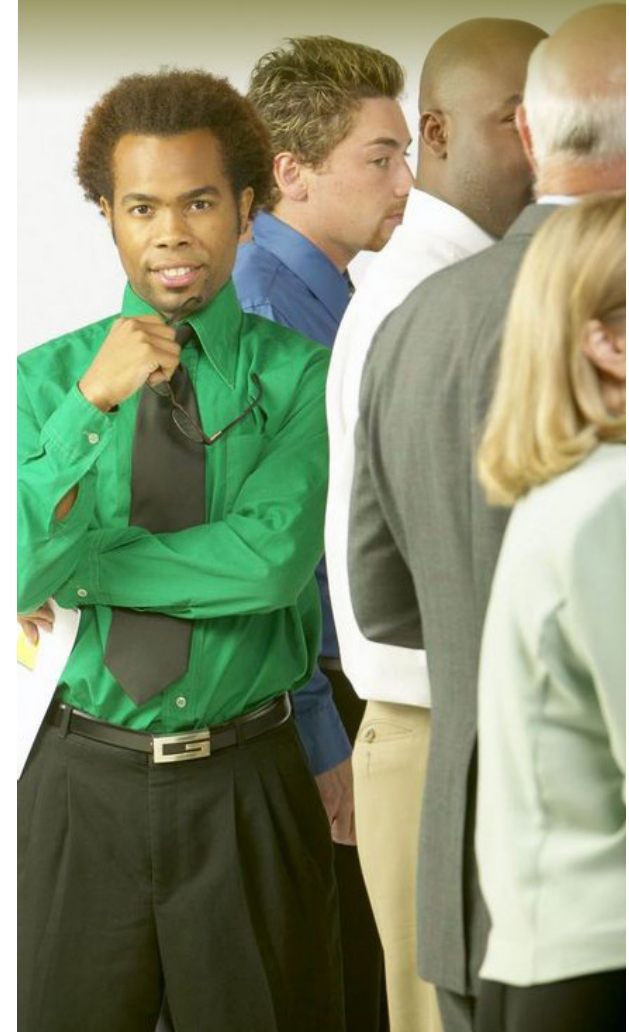


Providing the highest quality integrated transportation services for economic benefit and improved quality of life.

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MICHIGAN DEPARTMENT OF TRANSPORTATION

Your Rights Under TITLE VI of the Civil Rights Act of 1964



Your Rights Under **TITLE VI** of the Civil Rights Act of 1964



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. (42 U.S.C. 2000a)

MDOT Title VI Policy

The Michigan Department of Transportation (MDOT) is committed to ensuring compliance with Title VI of the Civil Rights Act of 1964 and related regulations and directives. MDOT assures that no person shall on the grounds of race, color, national origin, religion, sex, age, or disability, be excluded from participation in, be denied the benefit of, or be otherwise subjected to discrimination under any MDOT service program or activity, whether the program, service, or activity receives federal funds or not. The department further assures that every effort will be made to prevent or correct discrimination through the impacts of its programs, policies, and activities on any person, including minority populations, low-income populations, the elderly, persons with disabilities, all interested persons and affected Title VI populations. For details of MDOT's Title VI Plan please visit our Web site at:

www.michigan.gov/titlevi

How Discrimination Occurs Under Title VI

All persons in the United States have a right to enjoy the benefits of programs, services, and activities that use public funds for public benefit. Discrimination occurs under Title VI when, for example, inferior services are provided for certain groups or individuals in an adverse or disproportionate manner than other individuals or groups receiving the same service.

It also includes the following:

- Denial of program services, financial aids, or benefits.
- Providing different program services, financial aids or other benefits, or providing them in a manner different from that provided to others.
- Segregating or treating individuals or groups differently in any matter related to the receipt of any service, financial aid, or benefits.
- Denying person(s) the opportunity to participate as a member of a planning, advisory or similar body.
- Restricting in any way the enjoyment of any advantage or privilege enjoyed by others receiving any program service, financial aid or benefits.

Who May File a Complaint?

A complaint may be filed by any individual or group who believes that they have been subjected to discrimination or retaliation based on their race, color, national origin, sex, age, disability, and or income level, in any program, service, or activity provided by MDOT where public funds were used for public benefit. MDOT is a recipient of federal funds, therefore all of its programs, services, and activities are covered under Title VI.

Who Should I Report My Complaint To?

Complaints against contractors, sub-contractors and other sub-recipients receiving federal financial assistance through MDOT must be reported to:

Cheryl J. Hudson
EEO Officer/Title VI Statewide Coordinator
Michigan Department of Transportation
425 West Ottawa
Lansing, MI 48933
517-373-0980
HUDSONC1@michigan.gov

Complaints may also be filed directly with the United States Department of Transportation (USDOT), or the Federal Highway Administration if the complaint is against MDOT.

Persons with disabilities who need assistance in filing a complaint may contact the MDOT EEO Officer/Title VI Statewide Coordinator. Persons who are hearing or speech-impaired may also contact MDOT through the Michigan Relay at 800-649-3777 or 711.

For details of MDOT's Title VI Plan and complaint process, please visit our Web site at:

www.michigan.gov/titlevi

Impacts of Title VI

Title VI applies to all quality of life services, programs, or activities receiving federal financial assistance. This includes housing, transportation delivery and construction, public accommodations, public assistance, employment, law enforcement, and education. The focus of this document is Title VI and your rights related to the MDOT transportation program, including highways, bridges, rail and freight, aviation, public transit, marine and nonmotorized transportation.

“SIMPLE JUSTICE REQUIRES THAT PUBLIC FUNDS, TO WHICH ALL TAXPAYERS OF ALL RACES CONTRIBUTE, NOT BE SPENT IN ANY FASHION WHICH ENCOURAGES, ENTRENCHES, SUBSIDIZES, OR RESULTS IN RACIAL DISCRIMINATION.” (President John F. Kennedy, in his 1963 message calling for the enactment of Title VI.)
