



City of Shreveport

TITLE VI RIGHTS OVERVIEW

Revised June 11, 2014

Course Objectives

- To provide the City of Shreveport (COS), its Sub-recipients, and other interested parties with an overview of the Title VI program.
- To define Title VI and its purpose as it relates to the City of Shreveport; recipient's responsibilities; handling and processing complaints of discrimination; and preventative measures.

Outline

1. What is Title VI
2. Title VI Policy
3. Authorities
4. Title VI Compliance
5. Who are COS Recipients?
6. Programs Covered
7. What discrimination is prohibited
8. Who may file a complaint
9. How to file a complaint
10. When filing a complaint
11. Acts of Retaliation

What is Title VI?

Title VI of the Civil Rights Act of 1964 is a Federal law that protects people from discrimination based on race, color or national origin in programs or activities that receive federal financial assistance

Title VI Policy

Pursuant to Title VI of the Civil Rights Act of 1964, the Restoration Act of 1987 and other nondiscrimination authorities, it is the policy of the City of Shreveport that:

Discrimination on the basis of race, color, national origin, disability/handicap, sex, age, or income status shall be prohibited with regard to programs or activities receiving financial assistance from the City of Shreveport.

Authorities

The two main authorities enabling Title VI implementation, compliance, and enforcement are the Civil Rights Act of 1964 and the Civil Rights Restoration Act of 1987.

However, other statutes, laws, regulations, Executive Orders, and the United States Constitution, provide guidance for the effective execution of the objectives of Title VI.

They are: Federal-aid Highway Act of 1973; Section 504 of the Rehabilitation Act of 1973; Americans with Disabilities Act of 1975; the Uniform Relocation Act of 1970; Executive Orders 95-1, 09-1 and 78-4.

Title VI Compliance

Title VI compliance means a recipient has effectively implemented all the Title VI requirements or can demonstrate that every good faith effort has been made toward achieving their goals.

Who are COS Recipients?

Any recipient which state, territory, possession, political subdivision, instrumentality, public or private agency, organization, entity or individual which federal assistance is extended either directly or through another recipient.

Recipients also include any successor, assignee or transferee which may be not the primary beneficiary of a program of activity.

Programs Covered

Any highway, project, program or activity for the provision of services, financial aid, and other benefits.

This includes education or training, work opportunities, health and welfare, rehabilitation, housing or other services, whether provided directly by the recipient of the City financial assistance or other agents, through contracts or other arrangements with the recipient.

What discrimination is prohibited by Title VI Program?

Discrimination under our Title VI program is an act (action or inaction), whether intentional or unintentional, through which a person or group, solely because of race, color, national origin, disability/handicap, sex, age, or income status has been otherwise subjected to unequal treatment or impact under any program or activity receiving financial assistance from the City.

Who may file a Title VI complaint?

A complaint may be filed by any individual or group that believes they have been subjected to discrimination or retaliation based on their race, color, national origin, sex, age, disability or income level.

The complaint may be filed by the affected party or a representative in writing.

When Filing a Title VI Complaint

YOU MUST INCLUDE:

- Your name, address, and telephone number.
- The name and address of the agency, institution or department you believe discriminated against you.
- Your signature.
- A description of how, why, and when you believe you were discriminated against.
- The names of individuals alleged to have discriminated against
- Witnesses or persons that the City may contact for additional information to support or clarify your allegations.

A signed written complaint should be filed within 180 days of the act. A Title VI Complaint Form may be found on the Purchasing Division website.

Acts of Retaliation

A recipient is prohibited from retaliating. because he or she has reported an unlawful policy or practice, or made charges, testified, or participated in any complaint action under Title VI.

How to file Title VI Complaint

The City is responsible for investigating complaints of discrimination based on race, color, national origin, disability/handicap, sex, age, or income level in the use of its funds.

If you believe that a recipient has discriminated against you or anyone protected by Title VI, a complaint may be filed with the City of Shreveport.

Complaints filed with COS should be directed to :

Human Resources Department
505 Travis Street Rm 530
Shreveport, LA 71130