

Title VI of the 1964 Civil Rights Act

Title VI of the Civil Rights Act of 1964 (42 U. S. C. 2000d-2000d-4) prohibits discrimination based on race, color or national origin in programs or activities receiving federal financial assistance. This title of the Civil Rights Act of 1964 is the federal law that protects persons from discrimination because of their race, color, or national origin in programs that receive federal financial assistance and are inclusive of the distribution of funds and/or services that the programs provide.

It is the policy of the Tennessee Department of Environment and Conservation (TDEC) that: **No person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance.**

The following steps should be taken to file a Title VI complaint:

- Submit your complaint in writing and include your name, address and telephone number. **Your complaint must be signed and filed within 180 calendar days of the alleged discriminatory act.** If you are filing on behalf of another person, include your name, address, telephone number and your relation to that person (for example: friend, attorney, parent, etc.).
- The name and address of the agency, institution, or department alleged to have committed the discriminatory act.
- How, why, and when the discriminatory act(s) occurred. Include as much background information as possible should be included about the alleged acts of discrimination. Include names of individuals who you allege discriminated against you, if you know them, as well as any other relevant information.
- The names, addresses, and phone numbers of any witnesses, if known, that the investigating agency may contact for additional information to support or clarify your allegations.

Upon receipt of the complaint, the TDEC Title VI staff will evaluate jurisdiction, the need for additional information, and investigate the merit of the complaint. If the complaint is filed by an internal party, TDEC does not have jurisdiction and will forward it to the appropriate agency having jurisdiction to review it.

If TDEC has jurisdiction to investigate, TDEC's Complaint Officer will investigate the complaint and notify parties of the final decision in writing. If the investigation indicates that a violation did not occur, the department will notify the parties of the final decision in writing.

If complainant is not satisfied with the results of the investigation, the complainant may appeal to the Tennessee Human Rights Commission ("THRC") or appropriate Federal agency within thirty (30) days.

Complainants also have the option to file a complaint directly with THRC or the appropriate Federal agency within 180 days of the alleged discrimination. **THRC may be reached by phone at (615) 741-5825 or toll free at 1(800) 251-3589 or at: William R. Snodgrass Tennessee Tower, 312 Rosa L Parks Ave, 23rd Floor, Nashville, TN 37243.**

TDEC's Title VI Coordinator, Christina Ashie Guidry, provides general information, training, and monitoring of the department's compliance regarding Title VI. TDEC's Title VI Complaint Officer, Lawanda Johnson, reviews Title VI complaints.

For more information, please contact Title VI Complaint Officer, **Lawanda Johnson** at (615)253-3400 or Title VI Coordinator, **Christina Ashie Guidry** at (615)253-8337.

