

## What to include in your complaint

A signed, written complaint should be filed within 180 days of the alleged discrimination. It should include:

- The name, address, and telephone number of the individual that was allegedly discriminated against.
- If you are filing on behalf of another person, include your name, address, telephone number, and your relation to that person (e.g., friend, attorney, parent, etc.).
- Your signature.
- The name and address of the agency, institution or department you believe violated Title VI.
- Incident details: How, why and when the alleged discrimination occurred. Include as much background information as possible. Include names of individuals whom you allege performed the discrimination, if you know them.
- The names of any persons the investigating agency could contact for additional information to support or clarify your allegations.

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This information is available in alternative accessible formats. To obtain an alternative format, contact MARC.

Title VI Program information is available online at [www.marc.org/transportation/title\\_vi.htm](http://www.marc.org/transportation/title_vi.htm)

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## Where to send your complaint

### Mid-America Regional Council

Darryl Fields  
Title VI Coordinator  
600 Broadway, Suite 200  
Kansas City, MO 64105-1659  
816-474-4240  
[www.marc.org](http://www.marc.org)

### You may also send a complaint to

#### Kansas Department of Transportation

Office of Civil Rights  
700 S.W. Harrison, 3rd Floor West  
Topeka, KS 66603  
785-296-7940

#### Missouri Department of Transportation

External Civil Rights Division  
1617 Missouri Blvd  
P.O. Box 270  
Jefferson City, MO 65102  
573-751-2859

#### Federal Highway Administration

Office of Civil Rights  
1200 New Jersey Ave., S.E., 8th Floor E81-314  
Washington, DC 20590  
202-366-0693

#### Federal Transit Administration

Office of Civil Rights  
Attention: Title VI Program Coordinator  
East Building, 5th Floor - TCR  
1200 New Jersey Ave., S.E.  
Washington, DC 20590  
202-366-7107

# MARC

Mid-America Regional Council

[www.marc.org](http://www.marc.org)



## Your Rights Under Title VI Program of the Civil Rights Act of 1964

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"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."

– Title VI, 42 U.S.C. § 2000d et seq.

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## What is Title VI?

Title VI of the Civil Rights Act of 1964 is the federal law that protects individuals from discrimination on the basis of their race, color, or national origin by programs that receive federal financial assistance.

## MARC's Title VI Policy

The Mid-America Regional Council (MARC) assures that no person shall, on the grounds of race, color, sex or national origin, as provided by Title VI of the Civil Rights Act of 1964 and the Civil Rights Restoration Act of 1987 (PL 100.259), be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity. MARC further assures that every effort will be made to ensure nondiscrimination in all of its programs and activities, whether those programs and activities are federally funded or not.

## Programs covered by Title VI

Federally funded MARC programs that are covered by Title VI include, but are not limited to:

- Long-Range Transportation Plan
- Transportation Improvement Program
- Unified Planning Work Program
- Public Participation Plan
- Disadvantaged Business Enterprise Program

## Examples of prohibited discrimination

There are many forms of discrimination based on race, color, national origin, sex, age, religion, disability or low-income status that can limit the opportunity of individuals to gain equal access to services and programs. In operating federally assisted programs, a recipient cannot discriminate either directly or through contractual means by:

- denying program services, aids, or benefits.
- providing a different service, aid or benefit, or providing them in a manner different than they are provided to others.
- segregating or treating individuals separately in any matter related to the receipt of any service, aid, or benefit.

## Filing a complaint of discrimination

If you or someone you know believes he/she has been discriminated against under Title VI, you may file a complaint with MARC, or with the Kansas Department of Transportation, Missouri Department of Transportation, or U.S. Department of Transportation agency (Federal Highway Administration or Federal Transit Administration) that provided funding for the program under which you believe the discrimination occurred.

Upon request, MARC will help prepare necessary written material, free of charge, to any person.

MARC may not retaliate against any person who has made a complaint, testified, assisted or participated in any complaint action under Title VI.

## What will MARC do with my complaint?

Once a complaint is filed, it will be reviewed by the Title VI coordinator to determine if the issues raised are valid under Title VI. The Title VI coordinator will investigate your allegations and attempt to resolve any violations found.

