

Information about filing a signed, written discrimination complaint:

- Complaints must be filed within 180 days of the alleged discrimination.
- Include your name, address and telephone number. If you are filling on behalf of another person, include their name, address and telephone number and your relation to that person.
- 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. Include as much background information as possible.
- The names of individuals whom you allege discriminated against you, if you know them.
- The names of any persons, if known, that could be contacted for additional information to support or clarify your allegations.

**Mail Complaints to:**  
**Shasta County Title VI Coordinator**  
**1450 Court St., Suite 348**  
**Redding, CA 96001**  
**Telephone Number 530-225-5515**



**THIS PUBLICATION WILL  
BE MADE AVAILABLE IN  
THE FOLLOWING  
ALTERNATIVE FORMATS:**

***Computer disk***

***or***

***In Spanish***



1450 Court St., Suite 348, Redding, CA 96001

[www.co.shasta.ca.us](http://www.co.shasta.ca.us)

**SHASTA COUNTY  
AND YOU**

**TITLE  
VI**

**Your Rights Under Title VI  
and Related Statutes**



**This brochure is designed to inform  
you of the requirements of Title VI of  
the Civil Rights Act of 1964 and your  
rights under those requirements.**

# What is Title VI?

**Title VI is a statute provision of the Civil Rights Act of 1964.**

**Title VI (Sec. 601) of the Civil Rights Act of 1964 provides:**

"No person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation, be denied benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance."

**Additionally, Executive Order, 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations 1994 provides:**

"Each Federal agency shall make achieving environmental justice part of its mission by identifying and addressing, as appropriate, disproportionately high and adverse human health or environmental effects of its programs, policies, and activities on minority populations and low-income populations."

**As well as, Executive order 13166, Improving Access to Services for Persons with Limited English Proficiency.**

"Requires Federal agencies to examine services they provide, identify any need for services to those with Limited English Proficiency (LEP), develop and implement a system to provide those services so LEP persons can have meaningful access to them."

## What Does This Mean?

That Shasta County strives to ensure that access to and use of all programs, services, or benefits derived from any activity that will be administered without regard to race, color or national origin. Shasta County will not tolerate discrimination by an employee and prohibits all discriminatory practices, which may result in:

- Denial to an individual of any service, financial aid, or benefit provided under the program to which he or she may be otherwise entitled;
- Different standards or requirements for participation;
- Segregation or separate treatment in any part of the program;
- Distinctions in quality, quantity, or manner in which benefits are provided;
- Discrimination in any activities conducted in a facility built in whole or part with federal funds.

To ensure compliance with the Executive Order on Environmental Justice, Shasta County will:

- Avoid or reduce harmful human health and environmental effects on minority and low-income populations;
- Prevent the denial of, reduction in, or significant delay in the receipt of benefits by minority and low-income populations.

To ensure compliance with the Executive Order on Limited English Proficiency, Shasta County will:

- Provide free language assistance services to LEP individuals when requested by someone with Limited English Proficiency;
- Provide telephone translation services for all languages.

## Are Your Rights Being Violated?

If you believe that you have been discriminated against because of your race, color or national origin you may file a written complaint with the Shasta County Title VI Coordinator. The address and telephone number are located on the back side of this brochure.

## Who Bears The Responsibility To Title VI?

All of the employees of Shasta County and its functional programs. The Shasta County Title VI Coordinator provides continuous leadership, guidance, and technical assistance to ensure ongoing compliance with Title VI, the Executive Order on Environmental Justice and the Executive Order on Limited English Proficiency.

*Related statutes provide protection against discrimination on the basis of sex, age or disability by programs receiving Federal financial assistance.*