



# French Broad River MPO Title VI Complaint Form

Name of Complainant	Home Telephone
Home Street Address                      City, State                      Zip	Work Telephone

Race/Ethnic Group	Sex	Email Address
-------------------	-----	---------------

Person discriminated against (if other than Complainant)	Home Telephone
Home Street Address                      City, State                      Zip	Work Telephone

Please indicate why you believe the discrimination occurred:

Race/Ethnic Group	Color	Sex	Age	National Origin	Disability
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

What was the date of the alleged discrimination act?

Respondent (individual complaint is filed against)

Name

Position    Work Location

Describe how you were discriminated against. Where, what happened and who was responsible. Attach additional paper if needed.

---

---

---

---

---

---

---

---

Please list any and all witnesses' names and phone numbers:

What type of corrective action would you like to see taken?

Did you file this complaint with another federal, state or local agency; or with a federal or state court?  Yes  No  
If answer is yes, circle each agency where the complaint was filed:

Federal Agency                  Federal Court                  State Agency                  State Court  
Local Agency                  Date Filed \_\_\_\_\_

Please attach any documents you have which support the allegation. Then **date and sign this form** and send it to the Title VI Coordinator:

Attn: Danna Stansbury, Title VI Coordinator  
Land-of-Sky Regional Council  
339 New Leicester Highway Suite 140  
Asheville, NC 28806

Your signature \_\_\_\_\_ Date \_\_\_\_\_

**What happens next**

- Within fifteen (15) business days of receiving your complaint, we will send you a letter acknowledging receipt by registered mail; if the complaint is deemed complete the Title VI Coordinator will proceed with investigation.
- If a complaint is deemed incomplete, we will request additional information, and the Complainant will have thirty (30) business days to submit the required information. Failure to do so may result in determination of no investigative merit.
- Within thirty (30) business days from receipt of a complete complaint, the Title VI Coordinator will initiate an investigation
- Within ten (10) days of a decision, the Title VI Coordinator will notify the Complainant and Respondent, by registered mail, informing them of the disposition.
- The Complainant will be notified that the Title VI Coordinator will attempt to resolve complaints within 180 days after the French Broad River MPO has accepted the complaint for investigation
- All complaints are recorded in the "Land-of-Sky Regional Council-Title VI Complaint Log"

Title VI Complaints may also be submitted to the following entities:

- North Carolina Department of Transportation**, Office of Civil Rights, Title VI/EO Contract Compliance Section, 1511 Mail Service Center, Raleigh, NC 27699-1511; 919-508-1830 or toll free 800-522-0453
- US Department of Transportation**, Departmental Office of Civil Rights, External Civil Rights Programs Division, 1200 New Jersey Avenue, SE, Washington, DC 20590; 202-366-4070
- Federal Highway Administration**, Office of Civil Rights, 1200 New Jersey Avenue, SE, 8<sup>th</sup> Floor, E81-314, Washington, DC 20590, 202-366-0693 / 366-0752
- Federal Highway Administration**, North Carolina Division Office, 310 New Bern Avenue, Suite 410, Raleigh, NC 27601, 919-747-7010
- Federal Transit Administration**, Office of Civil Rights, ATTN: Title VI Program Coordinator, East Bldg. 5<sup>th</sup> Floor – TCR, 1200 New Jersey Avenue, SE, Washington, DC 20590
- US Department of Justice**, Special Litigation Section, Civil Rights Division, 950 Pennsylvania Avenue, NW, Washington, DC 20530, 202-514-6255 or toll free 877-218-5228