

Title VI Complaint Form

Section I

Name: _____

Address: _____

Telephone (Home): _____ Telephone (Work): _____

Email: _____

Accessible Format Requirements? (circle) Large Print, Audio Tape, TDD, other: _____

Section II

Are you filing this complaint on your own behalf? (circle) Yes*, No

*If you answered "yes" to this question, go to section III

If not, please supply the name and relationship of the person for whom you are complaining:

Please explain why you have filed for a third party:

Please confirm that you have obtained the permission of the aggrieved party if you are filing on behalf of a third party. (circle) Yes, No

Section III

I believe the discrimination I experienced was based on: (circle) Race, Color, National Origin

Date of Alleged Discrimination (month/day/year): ____/____/____

Explain as clearly as possible what happened and why you believe you were discriminated against. Describe all persons who were involved. Include the name and contact information of the person(s) who discriminated against you (if known) as well as names and contact information of any witnesses. If more space is needed, please use the back of this form.

Section IV

Name of Agency complaint is against: _____

Contact person: _____

Title: _____

Telephone number: _____

Section V

Have you previously filed a Title VI complaint with this agency? (circle) Yes, No

Section VI

Have you filed this complaint with any other Federal, State, or local agency, or with any Federal or State court? (circle) Yes*, No

*If Yes, circle all that apply: Federal Agency, Federal Court, State Court, State Agency, Local Agency

Please provide information about a contact person at the agency/court where the complaint was filed:

Name: _____

Title: _____

Agency: _____

Address: _____

Telephone: _____

You may attach any written materials or other information that you think is relevant to your complaint.

Signature (required): _____ Date (required): ____/____/____

Please submit this form in person at the address below, or mail this form to:

Becky Krueger, PHR, EOO
Human Resources Director
Champaign County Regional Planning Commission
1776 E Washington St
Urbana, IL 61802