



## TITLE VI COMPLAINT FORM

The City of Milton, as a federal grant recipient, conforms to Title VI of the Civil Rights Act of 1964 and its amendments. Title VI of the Civil Rights Act requires that no person in the United States shall, on the grounds 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. Presidential Executive Order 12898 addresses environmental justice in minority and low-income populations. Presidential Executive Order 13166 addresses services to those individuals with limited English proficiency.

The City is committed to enforcing the provisions of Title VI and to take positive and realistic affirmative steps to ensure the protection of rights and opportunities for all persons affected by its programs.

The City's complaint process covers complaints filed by an individual or group of individuals under Title VI of the Civil Rights Act of 1964 relating to any planning process, program or activity administered by the City. The process does not deny the right of the complainant to file formal complaints with other state or federal agencies, or to seek private counsel.

Any person who believes they have been subjected to unlawful discriminatory practice under Title VI has a right to file a formal complaint. Any such complaint must be filed in writing or in person with the City's Title VI Compliance Officer within one hundred-eighty (180) days following the date of the alleged discriminatory action.

Public Works: Title VI Compliance  
City of Milton  
2006 Heritage Walk  
Milton, GA 30004  
Tel: 678-242-2559



Complainant Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

Please indicate the type of discrimination that you believe has occurred (Check all that apply).

Race

Color

National Origin

Other: \_\_\_\_\_

Please indicate your race/color, if it is a basis of your complaint: \_\_\_\_\_

Please indicate your national origin, if it is a basis of your complaint: \_\_\_\_\_

Location where the incident occurred: \_\_\_\_\_

Time and Date of the incident: \_\_\_\_\_

Please identify the person who allegedly subjected you to Title VI Discrimination

Name: \_\_\_\_\_

Position and/or title: \_\_\_\_\_

Briefly describe the incident:



Did anyone else witness the incident? (Yes/No)

Please list the witnesses (If necessary, please use a separate sheet)

Witness Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

Witness Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

Have you filed a complaint about the alleged discrimination with the Federal Highway Administration? (Yes/No)

If yes, when? \_\_\_\_\_

Have you filed a complaint about the alleged discrimination with the Georgia Department of Transportation? (Yes/No)

If yes, when? \_\_\_\_\_

Have you filed a complaint about the alleged discrimination with any other state or federal agency? (Yes/No)

If yes, which agency and when? \_\_\_\_\_

Signature of Complainant: \_\_\_\_\_

Date: \_\_\_\_\_

