### **Notice to the Public**

To make NCCS riders aware of its commitment to Title VI compliance, and their right to file a civil rights complaint, NCCS has presented the following information, in both English and Spanish, on its website ride guide, onboard vehicle, and office.

*Your Civil Rights*

*Newton County Community Services Transit (NCCS) operates its programs and services without regard to race, color, or national origin, in accordance with Title VI of the Civil Rights Act and other statutes and authorities that prohibit discrimination in federally assisted programs and activities. Any person who believes they have been aggrieved by any unlawful discriminatory practice under Title IV may file a complaint with NCCS. For more information on NCCS civil rights program and the procedures to file a complaint, please contact Trisha Drain, Executive Director at 219-285-2246; email dir@nccs-inc.org or visit our administrative office at 102 E State St Morocco, from 8 a.m. to 4 p.m.* *A complaint may also be filed directly with the FTA, Office of Civil Rights, 1200 New Jersey Avenue SE, Washington DC 20590. For more information about NCCS programs and services, visit* <https://newton-county-community-services.webnode.com/>.  *If information is needed in another language, please contact 219-285-2246.*

### **Discrimination Complaint Procedures**

NCCS has established a process for riders to file a complaint under Title VI. Any person who believes that she or he has been discriminated against on the basis of race, color, or national origin by NCCS may file a Title IV complaint by completing and submitting the agency’s Title VI Complaint available at our administrative offices or on our website <https://newton-county-community-services.webnode.com/>.

NCCS will notify INDOT of all formal complaints within five business days of receiving the complaint.

**The Procedure**

If you believe that you have received discriminatory treatment by the NCCS on the basis of race, color, or national origin you have the right to file a complaint with NCCS’s Executive Director.

If information is needed in another language, then contact Trisha Drain at **219-285-2246 or email** **dir@nccs-inc.org**

**Si se necesita la información en otro idioma o en formato alternivo, se puede comunicarse com Trisha Drain @ 219-285-2246 o** **dir@nccs-inc.org**