



**1015 Avenida Cesar E. Chavez  
Kansas City, Missouri 64108**

## **Notifying the Public of Rights under Title VI**

Guadalupe Centers posts Title VI notices on our agency's website, in public areas of our agency, in our board room, and on our buses and/or paratransit vehicles.

Guadalupe Centers operates its programs and services without regard to race, color, or national origin, in accordance with Title VI of the Civil Rights Act of 1964.

**To obtain additional information about your rights under Title VI**, contact Guadalupe Centers, Human Resources office.

If you believe you have been discriminated against on the basis of race, color, or national origin by Guadalupe Centers, you may file a Title VI complaint by completing, signing, and submitting the agency's Title VI Complaint Form.

### **How to file a Title VI complaint with Guadalupe Centers:**

1. To obtain a Complaint Form from Guadalupe Centers, contact Guadalupe Centers, Human Resources, 1015 Avenida Cesar E. Chavez, Kansas City, Missouri 64108.
2. In addition to the complaint process at Guadalupe Centers, complaints may be filed directly with the Federal Transit Administration, Office of Civil Rights, Region VII, 901 Locust Street, Suite 404, Kansas City, MO 64106
3. Complaints must be filed within 180 days following the date of the alleged discriminatory occurrence and should contain as much detailed information about the alleged discrimination as possible.
4. The form must be signed and dated, and include your contact information.

**If information is needed in another language, contact Sonia Sanchez / Alfonzo Zarate at 816-421-1015.**

Please mail or return this form to Sonia Sanchez/ Alfonso Zarate  
**Guadalupe Centers**  
**1015 Avenida Cesar E. Chavez**  
**Email: [Ssanchez@Guadalupecenters.org](mailto:Ssanchez@Guadalupecenters.org) / [Azarate@Guadalupecenters.org](mailto:Azarate@Guadalupecenters.org)**  
**Fax# 816-421-1001**

No person in the United States shall, on ground of race, color, religion, age, sex, national origin, physical or mental disability, genetic information or any other status be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving financial assistance."

If you feel that you have been discriminated against in the provision of transportation services, please provide the following information to assist us in processing your complaint. Should you require any assistance in completing this form or need information in alternate formats, please let us know.

Guadalupe Centers TITLE VI Complaint Form

<b>Name of Complainant:</b>	
<b>Address:</b>	
<b>Telephone Number:</b>	
<b>Mobil Number:</b>	
<b>Email:</b>	
<b>Accessible Format of Form Needed?</b>	<input type="checkbox"/> Large Print <input type="checkbox"/> Audio Tape <input type="checkbox"/> TDD <input type="checkbox"/> Translator
<b>Date of Complaint:</b>	
<b>Describe in detail and accurately the nature of your complaint:</b>	
<b>Describe what actions can be taken in order to deal effectively with your complaint:</b>	
<b>Describe what measures can be taken to avoid a repeat of your complaint:</b>	
<b>Signature of Complainant:</b>	
<b>Date:</b>	
<b>Complainant recorded by:</b>	
<b>Date:</b>	
<b>Manager or supervisor</b>	