ADAPT Community Network

Title VI and ADA Complaint Form

Section I:					
Your Name:					
Address:					
Telephone (Home):		Telephone (Work/Mobile):			
Email Address:		"			
Accessible Format	Large Print		Audio Tape		
Requirements?	TDD	••	Other		
Section II:					
Are you filing this complaint on your own behalf?			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 aggrieved party if you are fi		Yes	No		
Section III:					
I believe the discrimination I experienced was based on (check all that apply):					
□ Race □ Color □ National Origin □ Disability					
Date of Alleged Discrimination (Month, Day, Year):					
Agency name complaint is against:					
Location of where the alleged discrimination occurred:					
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 attach additional pages.					

Section IV				
Have you filed this complaint with any other State court?	Federal, State, or local agency, or with any Federal or			
□ Yes □ No				
If yes, check all that apply:				
□ Federal Agency:	_			
□ Federal Court:	☐ State Agency:			
□ State Court:	☐ Local Agency:			
Provide information for the contact person at	t the agency/court where the complaint was filed.			
Name and Title:				
Agency:				
Address:				
Telephone:				
You may attach any written materials or other information that you think is relevant to your complaint. Signature and date required below.				
Signature	Date			

Please submit this form by mail, email or in person to the address below.

ADAPT Community Network
Michael Matrone
Chief Compliance Officer/Title VI Coordinator
80 Maiden Lane, 8th Floor
New York, NY 10038

Email: mmatrone@adaptcommunitynetwork.org

This complaint may also be filed directly with the New York State Department of Transportation, Office of Civil Rights, 50 Wolf Road, 6th Floor, Albany, NY 12232, (518) 457-1129 Fax (518) 549-1273, OCR-TitleVI@dot.ny.gov or the Federal Transit Administration, Office of Civil Rights, Attention: Title VI Program Coordinator, East Building, 5th Floor-TCR, 1200 New Jersey Ave., SE Washington, DC, 20590.