



Gulf Regional Planning Commission (GRPC), a federal grant recipient, is required by the Federal highway Administration (FHWA) and the Federal Transit Administration (FTA) to conform to Title VI of the Civil Rights Act of 1964 and its amendments. Title VI requires that no person in the United States, shall, on the grounds of race, color or national origin, be excluded from, be denied the benefits of, or be subjected to discrimination, under any program, service 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 rights of women, the elderly and the disabled are protected under other related statutes. These Presidential Executive Orders and other non-discrimination statutes fall under the umbrella of the Title VI program.

GRPC is committed to enforcing the provisions of Title VI and protecting the rights and opportunities of all persons associated with GRPC or affected by its programs. This commitment includes vigorously enforcing all applicable laws and regulations that affect GRPC and those organizations, both public and private, which participate and benefit through GRPC's programs. GRPC will take positive and realistic affirmative steps to ensure that all persons and/or firms wishing to participate in its programs are given an equal and equitable chance to participate. All sub-recipients and contractors are required to prevent discrimination and ensure nondiscrimination in all of their programs, activities and services.

GRPC's Executive Director is responsible for providing leadership, direction and policy to ensure compliance with Title VI of the 1964 Civil Rights Act. Any person(s) or firm(s) who feels that they have been discriminated against is encouraged to report such violations to GRPC at:

Gulf Regional Planning Commission
1232 Pass Road
Gulfport, MS 39501
contactus@grpc.com
Fx. 228-864-1149

Title VI Complaint Procedures

This procedure outlines the Title VI complaint procedures related to providing programs, services, and benefits. It does not deny the complainant the right to file formal complaints with the Secretary of the US Department of Transportation, Equal Employment Opportunity Commission (EEOC), Federal Highway Administration (FHWA), Federal Transit Administration (FTA), or to seek private counsel for complaints alleging discrimination, intimidation, or retaliation of any kind that is prohibited by law.

1. Title VI of the Civil Rights Act of 1964 requires that no person in the United States shall, on the grounds of race, color or national origin, be excluded from, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance.
2. Any person who believes that they have been subjected to discrimination may file a written complaint with GRPC. Complaints should be filed within 180 calendar days of the alleged incident.
3. The complainant may download the complaint form from the GRPC website (www.grpc.com) or request the complaint form from the Executive Director. The complainant may also submit a written statement that contains all of the information required on the complaint form.
4. The complaint will include the following information:
 - a. Name, address, and telephone number of the complainant.
 - b. The basis of the complaint i.e., race, color, national origin, sex, elderly or disabled.
 - c. The date or dates on which the alleged discriminatory event or events occurred.
 - d. The nature of the incident that led the complainant to feel discrimination was a factor.
 - e. Names, addresses, and telephone numbers of persons who may have knowledge of the event.
 - f. Other agencies or courts where complaint may have been filed and a contact name.
 - g. Complainant's signature and date.
 - h. If the complainant is unable to write a complaint, GRPC staff will assist the complainant.
 - i. The complaint may be sent, emailed or faxed to the following address:

Gulf Regional Planning Commission
1232 Pass Road
Gulfport, MS 3950
contactus@grpc.com
Fx. 228-864-1149
5. The complainant also has the right to file a Title VI claim FHWA, Office of Civil Rights - Chief, Investigations & Adjudication, 400 7th Street, SW Room 4132, Washington, DC 20590 - the 180 day timeframe.
Federal Highway Administration
6. GRPC will begin an investigation within fifteen (15) working days of receipt of a complaint.
7. GRPC will contact the complainant in writing no later than thirty (30) working days after receipt of complaint for additional information, if needed to investigate the complaint. If the complainant fails to provide the requested information in a timely basis, GRPC may administratively close the complaint.
8. GRPC will use its best effort to complete the investigation of Title VI complaints within ninety (90) days of receipt of the complaint. A written investigation report will be prepared by the investigator. The report shall include a summary description of the incident, findings, and recommendations for disposition.