

**Placer County Transportation Planning Agency
Title VI Complaint Form**

Placer County Transportation Planning Agency (PCTPA) is committed to ensuring that no person is excluded from participation in or denied the benefits of its services on the basis of **race, color, national origin, sex, disability, sexual orientation, and/or age**, pursuant to Title VI of the Civil Rights Act of 1964, as amended. Title VI complaints may be filed for any alleged discrimination by PCTPA using this form or can be submitted directly to the California Department of Transportation (Caltrans), Federal Highway Administration (FHWA), or Federal Transit Administration (FTA).

The following information is necessary to assist us in processing your complaint. If you require any assistance in completing this form, please contact PCTPA’s Title VI Coordinator at (530) 823-4029. Completed forms must be submitted to PCTPA’s office or can be submitted via e-mail at the following location:

Placer County Transportation Planning Agency
Attn: Title VI Coordinator
2260 Douglas Blvd., Suite 130, Roseville, CA 95661
E-mail: mcosta@pctpa.net

If you need translation services for languages other than English, please call 530.823.4030 for assistance.

Spanish: Si necesita servicios de traducción para otro lenguaje, aparte de Ingles, Por favor llamar al 530.823.4030 para asistencia.

Tagalog: Kung nangangailangan po ng tulong o interpretasyon sa ibang wika liban sa inglés, tumawag lang po sa 530.823.4030.

Your Name:	Phone:
Street Address:	Alt Phone:
	City, State & Zip Code:
Person(s) discriminated against (if someone other than complainant): Name(s):	
Street Address, City, State and Zip Code:	

Which of the following best describes the reason the alleged discrimination took place? (Circle one or all that apply)

- | | |
|---|----------------------|
| • Race | • Disability |
| • Color | • Sexual Orientation |
| • National Origin (Limited English Proficiency) | • Age |
| • Sex | • Other _____ |

Date of Incident: _____

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Please describe the alleged discrimination incident. Provide the names and titles of all PCTPA employees, contractors, and/or consultants involved, if available. Explain what happened and whom you believe was responsible.

Please attach additional sheets if necessary.

Have you filed a complaint with any other federal, state or local agencies regarding this incident?
(Circle one) Yes or No

If so, list agency/agencies and contact information below:

Agency	Contact Name
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Street Address, City, State & Zip Code	Phone
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Agency	Contact Name
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Street Address, City, State & Zip Code	Phone
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PCTPA will log your Title VI complaint into its records and immediately submit the Title VI complaint to Caltrans, which is responsible for reviewing and processing the Title VI complaint and/or forwarding it to the FHWA for further administration. Any response and/or corrective action determined by either Caltrans, FHWA, and/or the FTA will be addressed by PCTPA, as directed, included in the record, and provided to the complainant. All Title VI complaints and response records will be retained by PCTPA for at least three (3) years.

I affirm that I have read the above charge and that it is true to the best of my knowledge, information, and belief.

Complainant's Signature	Printed Name	Date
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