

Equal Opportunity Notice And Acknowledgement Form

Equal Opportunity Is the Law: It is against the law for SDC to discriminate on the following bases: Against any individual in the United States, on the basis of race, color, religion, sex (including pregnancy, childbirth, and related medical conditions, sex stereotyping, transgender status, and gender identity), national origin (including limited English proficiency), age, disability, or political affiliation or belief, or, against any beneficiary of, applicant to, or participant in programs financially assisted under Title I of the Workforce Innovation and Opportunity Act, on the basis of the individual's citizenship status or participation in any WIOA Title I-financially assisted program or activity.

SDC must not discriminate in any of the following areas: deciding who will be admitted, or have access, to any WIOA Title I-financially assisted program or activity; providing opportunities in, or treating any person with regard to, such a program or activity; or making employment decisions in the administration of, or in connection with, such a program or activity.

SDC must take reasonable steps to ensure that communications with individuals with disabilities are as effective as communications with others. This means that, upon request and at no cost to the individual, recipients are required to provide appropriate auxiliary aids and services to qualified individuals with disabilities.

What To Do If You Believe You have Experienced Discrimination: If you think that you have been subjected to discrimination under a WIOA Title I-financially assisted program or activity, you may file a complaint within 180 days from the date of the alleged violation with either:

La Toya Jones, Equal Opportunity Coordinator
CR- Social Development Commission
1730 W North Ave
Milwaukee, WI 53205
Phone: (414) 906-2823 TDD/TTY: 711
ljones@cr-sdc.org

OR

Elizabeth Barroilhet, Equal Opportunity Officer
Wisconsin Department of Workforce Development
Division of Employment and Training
PO Box 7972
Madison WI 54307-7972
Phone: (608) 266-6889 TDD/TTY: 711
elizabeth.barroilhet@dwd.wisconsin.gov

OR

Director, Civil Rights Center (CRC), U.S. Department of Labor, 200 Constitution Avenue NW, Room N-4123, Washington, DC 20210 or electronically as directed on the CRC Web site at www.dol.gov/crc.

If you file your complaint with the recipient, you must wait either until the recipient issues a written Notice of Final Action, or until 90 days have passed (whichever is sooner), before filing with the Civil Rights Center (see address above). If the recipient does not give you a written Notice of Final Action within 90 days of the day on which you filed your complaint, you may file a complaint with CRC before receiving that Notice. However, you must file your CRC complaint within 30 days of the 90-day deadline (in other words, within 120 days after the day on which you filed your complaint with the recipient). If the recipient does give you a written Notice of Final Action on your complaint, but you are dissatisfied with the decision or resolution, you may file a complaint with CRC. You must file your CRC complaint within 30 days of the date on which you received the Notice of Final Action.

By signing below, I acknowledge I have read, understand and received a copy of this Equal Opportunity Notice.

Printed Name:	Date:
Signature:	

CR- Social Development Commission is an Equal Opportunity Employer and Service Provider. Auxiliary aids and services are available upon request to individuals with disabilities. If you need this information interpreted to a language you understand or in a different format, please contact La Toya Jones, Equal Opportunity Officer, at 414-906-2823 or ljones@cr-sdc.org. Callers who are deaf or hearing or speech-impaired may reach us at Wisconsin Relay Number 711.