THDA WAP/LWx, Title VI and Civil Rights Compliance Monitoring Questions

1. Does the Agency have nondiscrimination policies in place in order to not exclude any person from employment or participation in the program based on the grounds of race, color or national origin?

2. Does the Agency comply with its nondiscrimination policies in determining eligibility and service provision?

3. Do the Agency's nondiscrimination policies and procedures include how clients are informed of their Title VI rights?

4. How does the Agency inform its clients of their Title VI rights? Does the Agency have postings regarding nondiscrimination?

5. Do postings, program brochures and other program related materials provided to the public include a non-discrimination statement and complaint procedures?

6. Is multi-lingual information (applications, postings, program brochures, and other program materials) needed and/or provided?

7. Does the Agency have a Limited English Proficiency (LEP) policy and procedures regarding the provision of interpreter/translator services for clients who have limited English speaking abilities?

8. Does the Agency have a Title VI Coordinator whose responsibilities include compliance with Title VI regulations and the handling of discrimination complaints? If so, provide his/her name?

9. Does the Agency have formal procedures for handling discrimination complaints?

10. Does the agency address discrimination complaints in accordance with their nondiscrimination policy and procedures?

11. Has the Agency received any discrimination complaints in the last 3 years?

12. If complaints have been received, have they been investigated and has any action been taken? If so, what was the outcome of the investigation and the action taken?

13. Are employees trained annually regarding Title VI compliance, provisions and servicing clients with Limited English Proficiency? Identify the date of the last training?

14. Does the Agency maintain documentation of the Title VI training provided to staff? (Get copies of Sign-Up sheet).