



## POLICY AND NOTICE OF NONDISCRIMINATION

Roanoke County complies with Federal civil rights laws and is committed to providing its programs and services without discrimination in accordance with:

- *Title VI of the Civil Rights Act of 1964*, which prohibits discrimination based on **race, color, or national origin** (including **language**).
- *Section 504 of the Rehabilitation Act of 1973 & Title II of the Americans with Disabilities Act of 1990*, which prohibits discrimination based on **disability**.
- *Title IX of the Education Amendments Act of 1972*, which prohibits discrimination based on **sex** in education programs or activities.
- *Age Discrimination Act of 1975*, which prohibits discrimination based on **age**.
- *U.S. Department of Homeland Security regulation 6 C.F.R. Part 19*, which prohibits discrimination based on **religion** in social service programs.

**It is against the law for Roanoke County to retaliate against anyone who takes action to oppose discrimination, files a complaint, or participates in the investigation of a complaint in accordance with the above authorities.**

### To File a Complaint

If you think that Roanoke County has failed to provide these services or discriminated in another way based on race, color, national origin (including language), disability, sex, age, religion, or other protected characteristic, you can file a complaint in person or by mail, fax or email with the Department of Human Resources:

**Attn: Kristie B. Jordan,**  
**Assistant Director**  
**Title VI/Title II ADA Coordinator**  
**5204 Bernard Drive, Suite 300-A**  
**Roanoke, VA 24018**  
**Phone: 540-772-2018**  
**Email: [kjordan@roanokecountyva.gov](mailto:kjordan@roanokecountyva.gov)**

You can also file a civil rights complaint with the U.S. Department of Homeland Security Office for Civil Rights and Civil Liberties (CRCL):

**E-mail: [CRCLCompliance@hq.dhs.gov](mailto:CRCLCompliance@hq.dhs.gov)**

*(email is fastest method to submit your complaint)*

**Fax: 202-401-4708**

**U.S. Mail:** U.S. Department of Homeland Security  
Office for Civil Rights and Civil Liberties  
Compliance Branch, Mail Stop #0190  
2707 Martin Luther King, Jr. Ave., SE  
Washington, D.C. 20528

For additional information: [www.dhs.gov/crcl](http://www.dhs.gov/crcl) Phone: 202-401-1474 Toll-Free: 1-866-644-8360

### Information and Services for Persons with Disabilities and Persons with Limited English Proficiency

Roanoke County

- Provides free aids and services, such as qualified sign language interpreters and written information in other formats (large print, audio, accessible electronic formats, etc.), to communicate effectively with persons with disabilities.
- Provides free language services, such as qualified foreign language interpreters and information written in other languages, to ensure meaningful access to programs and activities for persons with limited English proficiency.

#### **If you need these services, please contact:**

**Attn: Kristie B. Jordan,**  
**Assistant Director**  
**Title VI/Title II ADA Coordinator**  
**5204 Bernard Drive, Suite 300-A**  
**Roanoke, VA 24018**  
**Phone: 540-772-2018**  
**Email: [kjordan@roanokecountyva.gov](mailto:kjordan@roanokecountyva.gov)**