



NORTH DAKOTA DEPARTMENT OF HUMAN SERVICES YOUR CIVIL RIGHTS

What is the policy of the Department of Human Services (DHS)?

DHS makes available all services and assistance without regard to race, color, religion, national origin, age, sex, disability, or status with respect to marriage or public assistance. Persons who contract with or receive funds to provide services for DHS must follow these laws.

The policies of DHS also require that:

- You be given the chance to apply for assistance and/or services
- The same eligibility standards applied to you as others in similar situations

In accordance with Federal law and U.S. Department of Agriculture (USDA) and U.S. Department of Health and Human Services (HHS) policy, ND DHS is prohibited from discriminating on the basis of race, color, national origin, sex, age, or disability. Under the Food Stamp Act and USDA policy, discrimination is prohibited also on the basis of religion or political beliefs.

What do I do if I have been discriminated against?

You may file a written complaint if you believe you have been discriminated against because of race, color, religion, national origin, age, sex, disability, or status with respect to marriage or public assistance, in accordance with Title VI of the Civil Rights Act, Section 504 of the Rehabilitation Act, the Age Discrimination Act, the Americans with Disabilities Act, and the North Dakota Human Rights Act.

Where do I file a complaint?

Written complaints can be filed with your local county social service office or any of the following:

Theresa Snyder, Program Civil Rights Officer North Dakota Department of Human Services 600 E Boulevard Ave Bismarck, ND 58505-0250 1-701-328-1816 or 1-800-755-2671 TTY 1-800-328-3480	*Health and Human Services, Director Office for Civil Rights, Room 506-F 200 Independence Ave SW Washington, D.C. 20201 1-202-619-0403 TDD 1-202-619-3257
*US Department of Health & Human Services Office for Civil Rights, Region VIII Federal Office Building 1961 Stout St, Denver, CO 80294 1-303-844-2028 - TTY 1-303-844-3439	**US Department of Agriculture, Director Office of Civil Rights, Rm 326-W, Whitten Bldg 1400 Independence Ave SW Washington, D.C. 20201 1-202-720-3808

*State and local agencies are required to comply with the ND Human Rights Laws that include “status with respect to marriage or public assistance.” However, federal agencies are not required to investigate complaints related to the ND Human Rights Laws.

** Under the Food Stamp Act and USDA policy, discrimination is prohibited also on the basis of religion or political beliefs.

When should I file a complaint?

The complaint must be filed within 180 days of the incident. Include in your complaint the nature of the discrimination; where and when it took place; who discriminated against you; all other facts that are important to know; date and sign your name.

What happens when I file a complaint with the ND DHS Program Civil Rights Office?

The Program Civil Rights Office will determine if the nature of the complaint is within its jurisdiction. If it is, an investigation will be conducted and you will know the outcome of the complaint within 60 business days of when it was filed. If it is not, you will receive a letter. If you file your complaint with another agency, they will notify you accordingly.

