



**TRANSPORTATION ASSISTANT PROGRAM (TAP)  
Title VI Policy & Program**

**Mission**

Senior Services of Snohomish County dba Homage has adopted a policy of non-discrimination in all programs, services and employment. No one shall be excluded on the basis of race, color, national origin, sex, sexual orientation, religion, age, marital status, veteran and military status or disability unless required by the eligibility guidelines for services. Inclusiveness is a core value that drives the organization's mission of service and advocacy on behalf of older adults and individuals with disabilities.

**Title VI Plan Approval**

I hereby acknowledge the receipt of the Homage Senior Services Title VI Implementation Plan on September 29<sup>th</sup>, 2022. I have reviewed and approve the Plan. I am committed to ensuring that no person is excluded from participation in or denied the benefits of Homage Senior Services' transportation services on the basis of race, color, or national origin, as protected by Title VI according to FTA Circular 4702.1B, Title VI requirements and guidelines for Federal Transit Administration sub-recipients.

*A copy of the board meeting minutes showing the board of directors has received and approved the Title VI Program is included.*

\_\_\_\_\_  
Signature of Authorizing Official  
Dr. Shelly Finn, Board President

\_\_\_\_\_  
DATE



## Title VI Policy Statement

### Title VI Notice to the Public

Homage Senior Services is committed to ensuring that no person shall, on the grounds of race, color, national origin, as provided by Title VI of the Civil Rights Act of 1964 and the Civil Rights Restoration Act of 1987 (PL 100.259), be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity, whether those programs and activities are federally funded or not. If you believe you have been subjected to discrimination under Title VI, you may file a complaint.

For more information on the Homage's civil rights program, and the procedures to file a complaint, contact Homage's Human Resources at 425-290-1241 or email [humanresources@homage.org](mailto:humanresources@homage.org). For more information on filing a complaint, visit [www.Homage.org](http://www.Homage.org).

Also, a complainant may file a complaint directly with the Federal Transit Administration by filing a complaint with the:

Office of Civil Rights  
Attention: Title VI Program Coordinator  
East Building, 5<sup>th</sup> Floor-TCR  
1200 New Jersey Ave. SE  
Washington, DC 20590

If additional information regarding Title VI is needed in another language, contact 425-355-1112 for assistance.

Translations - please see Appendix A of this document,,: Spanish, Chinese, Filipino, Korean, and Vietnamese

The Title VI Notice is published on the home page of our website ([www.homage.org](http://www.homage.org)), posted in our front lobby and by our employee lunchroom. Title VI is also included in marketing materials for TAP Outreach and Pay-Your-Pal projects, as well as the applications for all TAP programs and inside our TAP vehicles.

Homage Senior Services is a direct recipient of Federal financial assistance. It is our policy to assure that no person shall, on the grounds of race, color or national origin, including people with Limited English Proficiency (LEP), as provided by Title VI of the Civil Rights Act of 1964 be excluded from participation in, be denied the benefits of, or be otherwise discriminated against under any of its programs and activities.

#### **Title IV Complaint Procedures**

An individual may exercise their right to file a complaint with Homage Senior Services if that person believes they have been subjected to unequal treatment or discrimination in the receipt of benefits or services. For more information on the Homage's civil rights policy, and the procedures to file a complaint, contact Homage's Human Resources at 425-290-1241 or email [humanresources@homage.org](mailto:humanresources@homage.org). For more information on filing a complaint, visit [www.Homage.org](http://www.Homage.org).

If information is needed in another language call the Homage's Resource Network number at 425-355-1112.

Homage Senior Services investigates complaints received no more than 180 days after the alleged incident. Homage Senior Services will process complaints that are complete.

#### **Compliant Reporting Procedures:**

Instruction for filing a complaint and complaint forms is available on Homage Senior Services' website ([Homage.org](http://Homage.org)) and at 5026 196<sup>th</sup> Street SW, Lynnwood, WA 90836. A copy of Homage's Title VI Complaint form is also attached as APPENDIX A. TAP buses also have signs posted inside the buses that provide a number for comments or complaints. If help and information are needed in another language call the Homage's Resource Network number at 425-355-1112.

1. A completed Compliant Form must be completed and signed and dated by the receiver. Complainants have up to 180 days to file a complaint.
2. Complaint Forms will request the following information to assist in the review of the complaint (the Complaint Form can be found in Appendix A):
  - Vehicle number and/or route number
  - Driver's name
  - Description of the incident, including date, time, and location
  - Complainant's name and contact information so that Homage can follow-up with the complainant

- Nature of discrimination (i.e., race, religion, age, national origin, sexual orientation, etc.)
3. If a complaint is filed alleging discrimination, it will be investigated by the TAP Manager or designee within 30 days or less. Once the investigation has been conducted and decision has been determined, a written response will be mailed to the complainant.
  4. If the complainant is not satisfied with the outcome of the complaint, they have the right appeal the decision in writing to the Transportation Director. The Transportation Director will further investigate the matter and respond within 30 days or less.
  5. If the complainant is still not satisfied with the outcome of the complaint, they have the right appeal the decision in writing to the Chief Executive Officer (CEO). The CEO will further investigate the matter and respond within 30 days or less.
  6. A person may also file a complaint or lawsuit, at any time, with one of the following organizations:

Organization Name and Address		
Washington State Department of Transportation Public Transportation Division Attn: Title VI Coordinator P O Box 47387 Olympia, WA 98504-47387	Federal Transit Administration Attn: Title VI Program Coordinator East Building, 5 <sup>th</sup> Floor – TCR 1200 New Jersey Ave, SE Washington, DC 20590	U.S. Department of Justice Civil Rights Division Coordination and Review Section - NWB 950 Pennsylvania Avenue, NW Washington, DC 20530

**Complaint Tracking:**

Complaints will be tracked and maintained with the following information:

- Type of complaint, investigation, or lawsuit
- Date of complaint, investigation, or lawsuit
- A summary of the allegation(s)
- The status of the complaint, investigation, or lawsuit
- Actions taken in response to the complaint, investigation, or lawsuit

All information will be tracked until the complaint, investigation, or lawsuit has been closed. The records will then be stored at minimum for 6 years beyond the end of the project. Tracked information will be reported to WSDOT as the grantor of the funds as required in the WSDOT “Guide to Managing your Public Transportation Grants”.

## List of Title VI Complaints

Homage maintains a list of any of the following that allege discrimination on the basis of race, color, national origin, or sexual orientation:

- Active investigations conducted by FTA and entities other than FTA;
- Lawsuits; and
- Complaints naming the recipient.

TAP's Quarterly Reports Statistical Form (that would document complaints) indicates there has been no civil rights compliance review conducted of Homage Services in the last three (3) years.

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Juli Rose  
Director of Transportation  
Homage

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DATE

**Title VI Investigations, Complaints and Lawsuits**

Record and Report of Discrimination Investigations, Complaints and Lawsuits Related to Homage. The list below shall include the date that the lawsuit was filed, or complaint was made; a summary of the allegation(s); the status of the investigation, lawsuit, or complaint; and actions taken by your organization in response; or final findings related to, the investigation, lawsuit, or complaint. Please attach additional pages if needed. Homage is required to keep this record up to date and available for inspections upon request.

<b>Date Filed</b>	<b>Summary of Allegations</b>	<b>Status</b>	<b>Actions Taken/Final Findings</b>

### **Analysis of Construction Projects**

In June of 2018, Homage purchases a building located in Lynnwood, WA. This was a purchase and remodel, so there were no displaced residents or negative impact in the community as the building was used for retail business for over 50 years prior.

### **Public Participation Plan (PPP)**

PPP Describes proactive strategies procedures and desired outcomes that under pin the agencies public participation activities.

How are events/meetings which are open to the public are advertised: Homage's Transportation department does not hold public meetings or events. However, other departments at Homage do hold public events. We have at least six minority/LEP groups that are invited each week to our Center for Healthy Living where we conduct formal Transportation Outreach – this regular schedules ensures that minorities, LEP and disabled guest are given adequate notice to attend. Homage also organizes events for other minorities at other locations since space is limited here. Homage can also help a clients get regular transportation to and from the event each week.

How does Homage ensure that minority, LEP populations, and disabled individials have access to the event/meeting? Events are held at ADA accessible locations, bi-lingual outreach workers attend these events to help with translation and resources for our minority and LEP clients. The outreach workers also help bridge the language gap to community resources that are availiable.

How are minorities, LEP popuations and disabled people encouraged to attend? Events are fun! Homage offers a meal and activities during our events with others of the same eithnicity. Bi-lingual outreach workers offer translation and resources. Homage can also help set up transportation to get our guests to their event. In Transportation, these outreach workers work with our TAP Manager to ensure the LEP and minorty clients have access to tranportation regardless of physical ability.

Describe Homage's outreach activities. Bi-lingual outreach workers at our multicultural events bridge any gap to understanding access to transportation, regardless of the location the rider needs to go. Outreach for Transportation also takes place at Senior Centers, senior apartment living, and with leaders in our community who can share information with population they work with.

Describe how Homage performs outreach activities in a number of different areas or communities within your service area. Homage hosts outreach in Lynnwood for Chinese, Korean, Spanish, Russian, Tagalong, and Vietnamese. A Homage outreach worker also hosts events for the Black community in Everett. Transportation, meals, home repair, mental health are just some of the topics that are covered. Our bi-lingual outreach workers are involved in the identification of social, economic and environmental impacts of proposed transportation decision and help guide our clients. Presentations are done in different Snohomish County rural cities to

discuss transportation resources. These take place at senior centers or outreach events with other vendors.

Describe outreach materials that are translated for the communities Homage serves? Chinese, Korean, Spanish, Russian, Tagalong, and Vietnamese are the most common populations Homage serves. TAP rack cards and Pay Your Pal rack cards are translated into these six different languages – these describe our services.

Does Homage employ bilingual staff? Yes, Chinese, Korean, Spanish, Russian, Tagalong, and Vietnamese. Homage also uses the Language Line where employees can call to get translation services

Regular events for minority and LEP are proactive strategies and held weekly to ensure Homage is promoting independence and enhancing the quality of life for our clients. The underpinning of this outreach allows Homage to reach our clients and also their friends, families, and communities. Another example is weekly support classes for disabled people who suffer chronic pain are that are held throughout the year.

Public Participation Plan outreach efforts:

- Weekly Chinese multicultural activities and meal
- Weekly Vietnamese multicultural activities and meal
- Weekly Russian multicultural activities and meal
- Weekly Korean multicultural activities and meal
- Weekly Spanish multicultural activities and meal
- Weekly Tagalog multicultural activities and meal
- Weekly Black multicultural activities and meal
- Summer picnics for the Chinese group.
- Homage Outreach Workers meeting weekly with the above groups to educate, translate, socialize, and provide resources.
- Community Outreach – Darrington senior living apartments, Lake Stevens' Health and Wellness Fair, Bothell's Health and Wellness Fair, Edmonds Center Aging Event, and Fair on 44<sup>th</sup> in Lynnwood to name a few.
- Working with Homage's DEI manager to get connected to minority groups.
- Materials for new Darrington service flyers also translated into Spanish.

Since 2020 we have reopened our Center for Healthy Living to multiple ethnic groups who meet on a regular basis to get assistance, share a traditional meal, and socialize.

## **Language Assistance Plan for Persons with Limited English Proficiency (LEP)**

### **Assessment of Language Needs and Resources**

The need and resources for LEP language assistance were determined through a four-factor analysis as recommended by FTA guidance.

**Factor No. 1:** The number or proportion of LEP persons in the service area.



Data from the U.S. Census Bureau's American Community Survey (ACS) were obtained through Census.gov tool for Homage Senior Services. The agency's service area (Snohomish County) includes a total of 298,815 households, with 17,535 (5.8%) of households with Limited English Proficiency (those persons who indicated that they spoke English "not well" or "not at all").

[2020:ACS 5-Year Estimates Detailed Tables]

<https://data.census.gov/cedsci/table?q=limited%20language&g=0500000US53061&y=2020&tid=ACSDT5Y2020.C16002>

LEP.Gov provides a 2013 ACS LEP fact of total Snohomish County population of 677,450. The LEP population in this area is 53,921 or 7.96%. <https://www.lep.gov/maps/lma2015/Final>

**Factor No. 2:** The frequency with which LEP individuals come into contact with the service.

Homage Senior Services reviewed the relevant benefits, services, and information provided by the agency and determined the extent to which LEP persons have encountered these functions through (one or more of) the following channels (by frequency and order of contact):

- Contact with transit vehicles operators
- Contact with the agency's ADA complementary para-transit system (including applying for eligibility, making reservations, and communicating with drivers)
- Contact with TAP Manager
- Calls to Aging & Disabilities Resource Network telephone line
- Visits to the agency's main campus
- Access to the agency's website
- Ridership surveys

**Factor No. 3:** The nature and importance of service provided by Homage Senior Services.

Homage Senior Services provides the following programs, activities and services:

- Food & Nutrition – Meals-on-Wheels, Senior Dining, Congregate Meal Sites
- Mental Health & Wellness – Depression Screening, Senior Peer Counseling, Foster Grandparents, Chronic Disease Self-Management, Care Coordination
- Home Repair – Home Modifications, Minor Home Repair
- Social Services – Aging & Disability Resources, Family Care Giver, Senior Companion, and Multicultural Outreach/Services
- Transportation – Transportation Assistance Program, Adult Day Health

Based on past experience serving a communication with LEP persons and interviews with community agencies, [as well as questionnaires or direct consultations with LEP persons (if applicable, e.g., through focus groups or individual interview facilitated/interpreted by a community agency)], we learned that the following services/routes/programs are of particular importance LEP persons in the community.

- Ethnic Meal Site Activities
- Adult Day Health program activities
- Non-emergency Medical Transportation (i.e., Kidney Dialysis, Doctor's appointments)

The following are the most critical services provide by Homage Senior Services for all customers, including LEP Persons.

- Emergency evacuation procedures
- Public and private transportation services, including reduced fare application process
- ADA Paratransit services, including eligibility certification process
- Home delivered meal and nutrition services
- Home modification and repair services
- Mental Health and Wellness services
- Other Social Services (i.e., SHIBA, Counseling, etc.)
- Services targeted at low-income persons

**Factor No. 4:** The resources available to the recipient of the federal funds to assure meaningful access to the service by LEP persons.

The following language assistance measures are currently being provided by Homage Senior Services.

- In-house language capabilities via staff translators (six languages) or the Language Line telephone services
- Rack cards for TAP and Pay Your Pal are translated into six languages.
- Title VI Notice to the Public has been translated into six languages.

**Annually, Homage monitors this LEP and updates with edits, if applicable.**

### **PPP Outreach efforts accomplishments since the last Title VI Plan submission**

**Homage does not have a transit-related, non-elected, planning or advisory board.**

### **Access to services for persons with limited English proficiency (LEP):**

Homage offer Outreach Workers, activities and resources for those where English is their second language:

Chinese	Korean	Spanish
Filipino	Vietnamese	Russian

Homage Senior Services has a bi-lingual staff in approximately six different languages that translate, interpret, and provide services to the community through our Multi-Cultural Services. Homage Senior Services provides a significant impact to the community; partnering with numerous local organizations, educational systems, government, religious organizations and local business to best serve the community.

Homage’s mission is to make all services accessible to everyone. Our current programs are designed and funded to serve LEP persons. Homage Senior Services annually reviews Snohomish County’s census data and works with the Snohomish County’s Long-Term Care and Aging Division to identify minorities and LEP persons. Homage currently serves above and

beyond the county's demographics. In our multi-cultural events, Homage engages with different populations where English is their second language, see the table above for included languages. These events occur weekly, through the Outreach Coordinators, and Homage is able to bridge the communication gap for these ethnic groups a minimum of one day per week. The staff are well aware of the use of our language line. When a client needs translation assistance, they are guided to use the language in order to communicate effectively in their primary language.



**Appendix A**  
**Title VI Complaint Form**

<b>Section I:</b>				
Name:				
Address:				
Telephone (Home):			Telephone (Work):	
Email Address:				
Accessible Format Requirements?	Large Print		Audio Tape	
	TDD		Other	
<b>Section II:</b>				
I believe the discrimination I experienced was based on (check all that apply):				
<input type="checkbox"/> Race <input type="checkbox"/> Color <input type="checkbox"/> National Origin <input type="checkbox"/> Sexual Orientation				
Date of Alleged Discrimination (MM/DD/YY): _____				
Explain as clearly as possible what happened and why you believe you were discriminated against. Describe all persons who were involved. Include the name and contact information of the person(s) who discriminated against you (if known) as well as names and contact information of any witnesses. If more space is needed, please use the back of this form.				
Date of the incident: _____ Time of the incident: _____				
Vehicle Number/Route: _____ Driver's Name: _____				
Description of the incident:				
_____				
_____				
_____				
_____				
_____				
_____				
_____				
Please sign and date below:				
Signature _____ Date: _____				

Please submit this form in person at the address below, or mail this form to:  
Homage  
Title VI Coordinator  
5026 196<sup>th</sup> St SW  
Lynnwood, WA 98036  
If additional information regarding Title VI is needed in another language, contact 425-355-1112 for assistance.



**Appendix A**

**Mẫu đơn khiếu nại Tiêu đề VI (Translated into Vietnamese)**

<b>Section I:</b>			
Tên:			
Địa chỉ:			
Điện thoại (Nhà riêng):		Điện thoại (Cơ quan):	
Địa chỉ email:			
Yêu cầu định dạng có thể truy cập?	Bản in lớn		Bảng âm thanhBảng
	TDD		Khác
<b>Section II:</b>			
Tôi tin rằng sự phân biệt đối xử mà tôi đã trải qua là dựa trên (kiểm tra tất cả những gì áp dụng): <input type="checkbox"/> chủng tộc <input type="checkbox"/> Màu <input type="checkbox"/> Nguồn gốc quốc gia <input type="checkbox"/> Xu hướng tính dục			
Ngày bị cáo buộc phân biệt đối xử (MM / DD / YY): _____			
Giải thích rõ ràng nhất có thể những gì đã xảy ra và lý do tại sao bạn tin rằng bạn bị phân biệt đối xử. Mô tả tất cả những người có liên quan. Bao gồm tên và thông tin liên lạc của (những) người đã phân biệt đối xử với bạn (nếu biết) cũng như tên và thông tin liên lạc của bất kỳ nhân chứng nào. Nếu cần thêm không gian, vui lòng sử dụng mặt sau của biểu mẫu này.			
Ngày xảy ra sự cố: _____ Thời gian xảy ra sự cố: _____			
Số xe/Lộ trình: _____ Tên tài xế: _____			
Mô tả sự cố: _____ _____ _____ _____			
Vui lòng ký tên và ghi ngày tháng bên dưới:			
Chữ ký _____ Ngày: _____			

Vui lòng gửi biểu mẫu này trực tiếp theo địa chỉ bên dưới hoặc gửi biểu mẫu này qua đường bưu điện đến:

Homage  
Title VI Coordinator  
5026 196<sup>th</sup> St SW  
Lynnwood, WA 98036

Nếu cần thêm thông tin về Tiêu đề VI bằng ngôn ngữ khác, hãy liên hệ với 425-355-1112 để được hỗ trợ.



Appendix A

第六章 投诉表格 (Translated into Chinese Simplified:)

<b>Section I:</b>				
名字 :				
地址 :				
电话 (家庭) :			电话 (工作) :	
电邮地址 :				
无障碍格式要求?	大号字体		录音磁带	
	TDD		其他	
<b>Section II:</b>				
我相信我所经历的歧视是基于 (选择所有适用项) :				
<input type="checkbox"/> 种族 <input type="checkbox"/> 肤色 <input type="checkbox"/> 国籍 <input type="checkbox"/> 性取向				
涉嫌歧视的日期 (月/日/年) : _____				
尽可能清楚地解释发生了什么, 以及为什么你认为自己受到歧视。描述所有参与其中的人员。包括歧视您的人的姓名和联系信息 (如果已知) 以及任何证人的姓名和联系信息。如果需要更多空间, 请使用此表格的背面。				
事件日期 : _____ 事件发生时间 : _____				
车号/路线 : _____ 司机姓名 : _____				
事件描述 :				
_____				
_____				
请在下面签名和日期 :				
签名 _____				日期 : _____

请亲自到以下地址提交此表格, 或将此表格邮寄至 :

Homage  
Title VI Coordinator  
5026 196<sup>th</sup> St SW  
Lynnwood, WA 98036

如果需要其他语言提供有关标题VI的其他信息, 请联系425-355-1112寻求帮助。



Appendix A

(Title VI Reklamo Form (Translated into Filipino:))

<b>Section I:</b>				
Pangalan:				
Tirahan:				
Telepono (Tahanan):			Telepono (Trabaho):	
Email Address:				
Naa-access na mga Kailangan sa Format?	Malaking		Audio Tape	
	TDD		Iba pang mga	
<b>Section II:</b>				
Naniniwala ako na ang diskriminasyong naranasan ko ay batay sa (tingnan ang lahat ng angkop):				
<input type="checkbox"/> lahi <input type="checkbox"/> Kulay <input type="checkbox"/> Pambansang Pinagmulan <input type="checkbox"/> Sekswal na Orientation				
Petsa ng Di-umano'y Diskriminasyon (MM/DD/Y): _____				
Ipaliwanag nang malinaw hangga't maaari ang nangyari at kung bakit naniniwala kang diskriminasyon laban sa iyo. Ilarawan ang lahat ng taong kasangkot. Isama ang pangalan at contact information ng (mga) taong nagdiskriminasyon laban sa iyo (kung kilala) gayundin ang mga pangalan at contact information ng anumang saksi. Kung kailangan ng mas maraming espasyo, mangyaring gamitin ang likod ng form na ito.				
Petsa ng insidente: _____ Oras ng insidente: _____				
Vehicle Number / Ruta: _____ Pangalan ng Drayber: _____				
Paglalarawan ng insidente:				
_____				
_____				
_____				
_____				
Pumirma lamang at makipagdeyt sa ibaba:				
Lagda _____ Petsa: _____				

Mangyaring isumite ang form na ito nang personal sa address sa ibaba, o ipadala sa koreo ang form na ito sa:

Homage  
Title VI Coordinator  
5026 196<sup>th</sup> St SW  
Lynnwood, WA 98036

Kung kailangan ng karagdagang impormasyon tungkol sa Title VI sa ibang wika, kontakin ang 425-355-1112 para sa tulong.



Appendix A

(5) 타이틀 VI 불만 제기 양식 (Translated into **Korean**.)

<b>Section I:</b>				
이름:				
주소:				
전화 (집):			전화 (직장):	
이메일 주소:				
접근 가능한 형식의 필요 사항?	큰 글씨		오디오 테이프	
	TDD (청각 장애)		다른 형식	
<b>Section II:</b>				
나는 내가 경험한 차별이 다음의 항목에 기반된 것이라 믿는다 (적용되는 모든 것을 체크하십시오).				
<input type="checkbox"/> 인종 <input type="checkbox"/> 피부색 <input type="checkbox"/> 출신 국가 <input type="checkbox"/> 성적 지향				
차별 혐의 날짜 (MM/DD/YY; 월/일/연도): _____				
무슨 일이 일어났었는지, 왜 당신이 차별을 받았다고 생각하는지 가능한 한 명확하게 설명하십시오. 관련된 모든 사람들에 대해 설명하십시오. 귀하를 차별한 사람/사람들(알려진 경우)의 이름과 연락처 정보, 증인의 이름 및 연락처 정보를 포함하십시오. 더 많은 공간이 필요한 경우 이 양식의 뒷면을 사용하십시오.				
사건 날짜: _____ 사건 발생 시간: _____				
차량 번호/경로: _____ 운전자 이름: _____				
사건에 대한 설명:				
_____				
_____				
_____				
아래에 서명하고 날짜를 기입하십시오:				
서명 _____ 날짜: _____				

이 양식을 아래 주소로 방문하여 직접 제출하거나, 아니면 우편으로 보내주십시오.

Homage  
Title VI Coordinator  
5026 196<sup>th</sup> St SW  
Lynnwood, WA 98036

타이틀 VI에 관한 추가 정보가 다른 언어로 필요한 경우, 425-355-1112로 연락하여 도움을 받으십시오.





Appendix A

Formulario de reclamación del Título VI (Translated into Spanish)

<b>Sección I:</b>			
Nombre:			
Dirección:			
Teléfono (Inicio):		Teléfono (Trabajo):	
Dirección de correo electrónico:			
¿Requisitos de formato accesible?	Letra grande		Cinta de audio
	TDD		Otro
<b>Sección II:</b>			
Creo que la discriminación que experimenté se basó en (verifique todo lo que se aplica):			
<input type="checkbox"/> Rasa <input type="checkbox"/> Color <input type="checkbox"/> Origen nacional <input type="checkbox"/> Orientación sexual			
Fecha de la presunta discriminación (MM/DD/YY): _____			
Explique lo más claramente posible lo que sucedió y por qué cree que fue discriminado. Describa a todas las personas que estuvieron involucradas. Incluya el nombre y la información de contacto de la(s) persona(s) que lo discriminó (si se conoce), así como los nombres y la información de contacto de cualquier testigo. Si se necesita más espacio, utilice la parte posterior de este formulario.			
Fecha del incidente: _____ Hora del incidente: _____			
Número de vehículo/Ruta: _____			
Nombre del conductor: _____			
Description of the incident:			
_____			
_____			
_____			
_____			
_____			
_____			
Por favor, firme y fecha a continuación:			
Firma : _____ Fecha: _____			

Envíe este formulario en persona a la dirección que aparece a continuación, o envíelo por correo a:  
 Homage  
 Title VI Coordinator  
 5026 196<sup>th</sup> St SW  
 Lynnwood, WA 98036

Si se necesita información adicional sobre el Título VI en otro idioma, comuníquese al 425-355-1112 para obtener ayuda