



EQUAL OPPORTUNITY IS THE LAW

CIVIL RIGHTS STATEMENT

Welcome to the City of Pittsburgh/Pittsburgh Partnership’s programs. The City of Pittsburgh/Pittsburgh Partnership is the recipient of Federal funds. It is against the law for this recipient of Federal financial assistance to discriminate on the following basis:

Against any individual in the United States, on the following basis: race, color, religion, gender, national origin, age, disability, political affiliation or belief; sexual orientation and

Against any beneficiary of programs financially assisted under any CFR Title with respect to Federal awards, on the basis of the beneficiary’s citizenship/status as a lawfully admitted immigrant authorized to work in the United States, his or her participation in any WIA Title I and/or other Federal financially assisted program or activity.

The recipient must not discriminate in any of the following areas:

- Deciding who will be admitted, or have access, to any Federal 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.

WHAT TO DO IF YOU BELIEVE YOU HAVE EXPERIENCED DISCRIMINATION

If you think that you have been subjected to discrimination under this City of Pittsburgh funded activity or Housing and Urban Development (HUD) funded program, or other Federal financially assisted program or activity, you may file a complaint within 180 days from the date of the alleged violation with either:

Commission on Human Relations

908 City-County Building
414 Grant Street, Pittsburgh, PA 15219-2464
Phone: 412-255-2600
Fax: 412-255-2288
Email: human.relations@pittsburghpa.gov

or

**Equal Opportunity Commission,
Pittsburgh Office**

William S. Moorhead Federal Building
1000 Liberty Avenue, Suite 1112, Pittsburgh, PA 15222

Phone: For general inquiries or to begin the process of filing a complaint of discrimination, please call 1-800-669-4000.

or

U.S. CIVIL RIGHTS CENTER:

Director, Civil Rights Center
U.S. Department of Labor, Room N-4123
200 Constitution Avenue, NW
Washington, DC 20210
Voice: (202) 693-6502
TTY: (202) 693-6515

If you file your complaint with the recipient, you must wait 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 *do* not have to wait for the recipient to issue that Notice before filing a complaint with CRC. 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.

STATEMENT OF RECEIPT APPLICANT/PARTICIPANT RIGHTS FORM

I hereby certify that I have received, read and understand my “Civil Rights” as an Applicant/Participant of the Learn & Earn federally funded program and acknowledge so with my signature.

Applicant/Participant Signature

Date Signed

Applicant/Participant Name – Printed

Witnessed by Pittsburgh Partnership Learn & Earn Contractor

Date Witnessed

Witnessed at (name and address where the document was received, signed and dated).

Note: This document must be retained in the Applicant/Participant file.

**WIA-1 6 10-00 COMMONWEALTH OF PENNSYLVANIA DEPARTMENT OF LABOR AND INDUSTRY OFFICE
OF EQUAL OPPORTUNITY**