

## **NON-DISCRIMINATION STATEMENT**

Recipients of USDA's assistance are required to provide equal opportunity public notification to their beneficiaries. The nondiscrimination statement shown below must be posted in all recipient offices and included, in full, on all materials for public information, education, or distribution.

### Long Version:

*In accordance with federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, this institution is prohibited from discriminating on the basis of race, color, national origin, sex (including gender identity and sexual orientation), religious creed, disability, age, political beliefs, or reprisal or retaliation for prior civil rights activity.*

*Program information may be made available in languages other than English. Persons with disabilities who require alternative means of communication to obtain program information (e.g., Braille, large print, audiotape, American Sign Language), should contact the agency (state or local) where they applied for benefits. Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.*

*To file a program discrimination complaint, a Complainant should complete a Form AD-3027, USDA Program Discrimination Complaint Form which can be obtained online at: <https://www.usda.gov/sites/default/files/documents/ad-3027.pdf>, from any USDA office, by calling (866) 632-9992, or by writing a letter addressed to USDA. The letter must contain the complainant's name, address, telephone number, and a written description of the alleged discriminatory action in sufficient detail to inform the Assistant Secretary for Civil Rights (ASCR) about the nature and date of an alleged civil rights violation. The completed AD-3027 form or letter must be submitted to:*

- (1) *Mail:* U.S. Department of Agriculture  
Office of the Assistant Secretary for Civil Rights  
1400 Independence Avenue, SW  
Washington, D.C. 20250-9410
- (2) *Fax:* (202) 690-7442; or
- (3) *Email:* [program.intake@usda.gov](mailto:program.intake@usda.gov)

*USDA is an equal opportunity provider, employer and lender.*

If the recipient's material is too small to permit the full nondiscrimination statement to be included, the material will include this shortened statement (in print size no smaller than the text):

Short Version:

*"This institution is an equal opportunity provider."*

All letterhead, newspaper advertisements, news releases, flyers, brochures, websites, social media sites, letters, must contain this nondiscrimination statement.