

# Title IV Public Notice

Kingsport Area Transit Service is committed to providing non-discriminatory service. It is the policy of KATS, as a department of the City of Kingsport, and a grant recipient of the Tennessee Department of Transportation and the Federal Transit Administration, to ensure compliance with Title VI of the Civil Rights Act of 1964; 49 CFR, Part 21; related statutes and regulations to that end that no person shall be excluded from participation in or be denied benefits of, or be subjected to discrimination on the grounds of race, color, or national origin, under any program or activity receiving financial assistance from the U.S. Department of Transportation.

It is the goal of KATS to reduce language barriers for persons with limited English proficiency (LEP), including the development and implementation of the Kingsport Area Transit Service Language Assistance Implementation Plan for LEP Persons, which also fulfills the requirements of Executive Order 13166, issued on August 11, 2000. We encourage, though do not require, individuals to first file a complaint directly with KATS in order to give us an opportunity to resolve the situation. If you believe Kingsport Area Transit Service has failed to comply with any of the above requirements, please request a complaint form in person or visit the website at [www.kingsporttransit.org](http://www.kingsporttransit.org) and click on and fill out the [Title VI complaint form](#) opens in a new window so that we may address your complaint locally.

If you believe KATS has failed to comply with any of the above requirements, you may file an administrative complaint with the FTA Office of Civil Rights. Complaints should be filed within 180 days of the alleged violation.

## How to File Anytime:

You may file a complaint by completing the FTA complaint form requirements found at <https://www.transit.dot.gov/regulations-and-guidance/civil-rights-ada/file-complaint-fta>

The complaint form must be signed and mailed to:

*Federal Transit Administration  
Office of Civil Rights  
Attention: Complaint Team  
East Building, 5th Floor – TCR  
1200 New Jersey Avenue, SE  
Washington, DC 20590*

To obtain additional information or should you have questions relating to the KATS Title VI policy, please contact Candace Sherer at 423-224-2613.