

# TITLE VI/DISCRIMINATION COMPLAINT (NON-EMPLOYEE)

## FREQUENTLY ASKED QUESTIONS

### Who can file a complaint?

Anyone who believes DNR or an organization funded by DNR discriminated or retaliated against someone on the basis of race, color, religion, sex, sexual orientation, gender identity, national origin, English-language proficiency, disability or age. The person filing the complaint need not be the victim of the alleged discrimination.

DNR employees who believe they are the victims of discrimination should follow the procedure prescribed by DNR Human Resources.

### What should I write in my complaint?

Items marked with an asterisk (\*) on the complaint form must be included. Generally, you should try to be as specific and thorough as possible. Include any information you think might be helpful in investigating and resolving the complaint.

### Which complaints get investigated?

Any complaint submitted in writing will receive a response, but DNR only has the power to investigate complaints based on alleged violations of Title VI of the 1964 Civil Rights Act and DNR's nondiscrimination policy committed by entities within DNR or organizations affiliated with DNR.

### How do I submit my complaint?

Complaint forms are available at: [www.iowadnr.gov](http://www.iowadnr.gov) or any DNR field office. Complaints must be in writing and can be mailed or hand-delivered to:

**Iowa Department of Natural Resources**  
c/o Rachel Zander, Acting Environmental Justice Coordinator  
Wallace State Office Bldg.  
502 E 9th St  
Des Moines IA 50319

Complaints can also be emailed to: [rachel.zander@dnr.iowa.gov](mailto:rachel.zander@dnr.iowa.gov)

### Who investigates my complaint?

Complaints are investigated by DNR's Environmental Justice Coordinator (EJC), who can be contacted at the address above. The EJC is responsible for ensuring DNR complies with its nondiscrimination obligations.

### What if I have other questions?

Learn more about our procedures at: [www.iowadnr.gov/About-DNR](http://www.iowadnr.gov/About-DNR) or contact the EJC.