



## LCDJFS Non-Discrimination Statement

In accordance with federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, Lucas County Department of Job and Family Services (LCDJFS) 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.

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 (833) 620-1071, 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:**  
Food and Nutrition Service, USDA  
1320 Braddock Place, Room 334  
Alexandria, VA 22314; or
2. **fax:**  
(833) 256-1665 or (202) 690-7442; or
3. **email:**  
[FNSCIVILRIGHTSCOMPLAINTS@usda.gov](mailto:FNSCIVILRIGHTSCOMPLAINTS@usda.gov)

This institution is an equal opportunity provider.

All applicants, beneficiaries and visitors to this office are entitled to services and treatment without discrimination based on any of the factors listed above. If you believe you have been discriminated against you may file a complaint with this agency or one of the agencies listed below. All complaints must be filed within 180 days of the date of the alleged discriminatory acts occurred.

Complaints on all programs administered by this office may be sent to:

LCDJFS/CSS Civil Rights Coordinator Natalie Edwards at:  
3737 W. Sylvania  
Toledo, Ohio 43623  
(419) 213-8456

Ohio Department of Job and Family Services Bureau of Civil Rights  
30 East Broad Street 30th Floor  
Columbus, OH 43215-3414  
(614) 644-2703  
(614) 752-6381 (fax)

U.S. Department of Health and Human Services Office for Civil Rights, Region V  
233 N. Michigan Ave., Suite 240  
Chicago, IL 60601