

SECTION: Civil Rights**SUBJECT: Nondiscrimination Statement**

Federal Regulations: §246.8; [FNS Instruction 113-1](#), Departmental Regulation 4300-003, Equal Opportunity Public Notification Policy-June 2, 2015

POLICY

State and local agency staff shall not discriminate or permit discrimination against any person or group of persons on the grounds of race, color, age, national origin, sex, or disability in any manner prohibited by the laws of the United States or of the State of Connecticut.

Nondiscrimination Posters

Prominently display the USDA nondiscrimination poster entitled "And Justice for All" and the State of Connecticut poster "Discrimination is Illegal" at each local WIC agency and satellite site waiting area.

Contact the State WIC agency to obtain copies of the poster in four different languages and/or in alternative means of communication (Braille, large print, etc.).

Nondiscrimination Statement

The nondiscrimination statement must be included, at a minimum, on the State agency WIC home page on the web. Local agencies must submit, to the State agency Local Program monitor, for review and approval any new outreach materials, publications, leaflets, handouts and brochures that describe the WIC Program prior to their dissemination. The following nondiscrimination statement **MUST** be included on all publications, outreach materials, handouts, referral materials, leaflets and brochures that identify or describe the WIC program:

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, sex, religious creed, disability, age, political beliefs, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA.

Persons with disabilities who require alternative means of communication for program information (e.g. Braille, large print, audiotape, American Sign Language, etc.), 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 complaint of discrimination, complete the USDA Program Discrimination Complaint Form, (AD-3027) found online at:

<https://www.usda.gov/sites/default/files/documents/USDA-OASCR%20P-Complaint-Form-0508-0002-508-11-28-17Fax2Mail.pdf>, and at any USDA office, or write a letter addressed to USDA and provide in the letter all of the information requested in the form.

To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by:

(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.

This institution is an equal opportunity provider.

Spanish translation:

En conformidad con la Ley Federal de Derechos Civiles y los reglamentos y políticas de derechos civiles del Departamento de Agricultura de los EE. UU. (USDA, por sus siglas en inglés), se prohíbe que el USDA, sus agencias, oficinas, empleados e instituciones que participan o administran programas del USDA discriminen sobre la base de raza, color, nacionalidad, sexo, credo religioso, discapacidad, edad, creencias políticas, o en represalia o venganza por actividades previas de derechos civiles en algún programa o actividad realizados o financiados por el USDA.

Las personas con discapacidades que necesiten medios alternativos para la comunicación de la información del programa (por ejemplo, sistema Braille, letras grandes, cintas de audio, lenguaje de señas americano, etc.), deben ponerse en contacto con la agencia (estatal o local) en la que solicitaron los beneficios. Las personas sordas, con dificultades de audición o con discapacidades del habla pueden comunicarse con el USDA por medio del Federal Relay Service [Servicio Federal de Retransmisión] llamando al (800) 877-8339. Además, la información del programa se puede proporcionar en otros idiomas.

Para presentar una denuncia de discriminación, complete [el Formulario de Denuncia de Discriminación del Programa del USDA](https://www.ocio.usda.gov/sites/default/files/docs/2012/Spanish_Form_508_Compliance_6_8_12_0.pdf), (AD-3027) que está disponible en línea en: https://www.ocio.usda.gov/sites/default/files/docs/2012/Spanish_Form_508_Compliance_6_8_12_0.pdf y en cualquier oficina del USDA, o bien escriba una carta dirigida al USDA e incluya en la carta toda la información solicitada en el formulario. Para solicitar una copia del formulario de denuncia, llame al (866) 632-9992. Haga llegar su formulario lleno o carta al USDA por:

(1) correo: 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; o

(3) correo electrónico: program.intake@usda.gov.

Esta institución es un proveedor que ofrece igualdad de oportunidades.

Status of Current Materials

In order to avoid waste of current materials, WIC State and local agencies may deplete current supplies[^]. All new materials, however, must include this revised statement. If the material size does not permit the full statement to be included, the material **MUST** at a minimum include the statement, in print size no smaller than the text that:

“This institution is an equal opportunity provider”

[^] Until such date to be determined by the USDA with additional guidance on use of these supplies.

Guidance for radio or television

In addition, for radio and television public service announcements the nondiscrimination statement does not have to be read in its entirety. Rather, the statement “This institution is an equal opportunity provider” is sufficient to meet this requirement. Nutrition education and breastfeeding promotion and support materials that strictly provide a nutrition message with no mention of the WIC Program, are not required to contain this nondiscrimination statement.