

## Civil Rights Statement

The United States Department of Agriculture (USDA) has developed a civil rights statement for use in its various programs. The purpose of the civil rights statement is to inform applicants, participants and potentially eligible persons of the policy of nondiscrimination and the procedure for filing a civil rights complaint to the USDA.

Sponsors are required to include the nondiscrimination statement on publications, websites, posters and informational materials mentioning USDA programs.

The standard/full civil rights statement must be used wherever possible.

If the material is too small to permit the full statement to be included, the condensed civil rights statement may be used. The material must, at a minimum, include the civil rights statement in print size no smaller than the text used throughout the document.

### ◆ Standard/Full Civil Rights Statement

**"In accordance with Federal law and U.S. Department of Agriculture policy, this institution is prohibited from discriminating on the basis of race, color, national origin, sex, age, or disability.**

**To file a complaint of discrimination, write USDA, Director, Office of Adjudication, 1400 Independence Avenue, SW, Washington, D.C. 20250-9410; or call toll free (866) 632-9992 (Voice). Individuals who are hearing impaired or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339; or (800) 845-6136 (Spanish). USDA is an equal opportunity provider and employer."**

### ◆ Condensed Civil Rights Statement

**"The USDA is an equal opportunity provider and employer."**

### ◆ What You Need To Do For Compliance

- Check your center's or agency's publications, websites, posters and informational materials for a nondiscrimination statement.
- If the nondiscrimination statement is missing on a publication, include this updated nondiscrimination statement the next time these publications are revised and reprinted. Print copies of this statement and attach to the current supply of publications until the next revision and reprinting.
- Contact the Minnesota Department of Education, Food and Nutrition Service at 651-582-8526 or 1-800-366-8922 if you have further questions regarding compliance with this civil rights requirement.