



North Carolina Department of Health and Human Services Division of Social Services

2401 Mail Service Center • Raleigh, North Carolina 27699-2401

Beverly Eaves Perdue, Governor
Lanier M. Cansler, Secretary

Sherry S. Bradsher, Director
(919) 733-3055

April 1, 2011

Dear County Director of Social Services and Civil Rights-Title VI Compliance Coordinators

Re: Civil Rights Assurance

The Division of Social Services is a major recipient of Federal financial assistance from the United States Departments of Health and Human Services and Agriculture. The Division must comply with the provisions of Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act, the Age Discrimination Act of 1975 and Title IX of the Education Amendments of 1972. Collectively this legislation requires equal treatment of all applicants and recipients of our programs and services without regard to race, color, national origin, age, gender, religion, political beliefs or disability.

As agents for the Division, each county department of social services is responsible for ensuring staff compliance with all civil rights requirements. Among the strategies used to accomplish this include a review of applicable laws as part of new employee orientation and holding an annual training activity for this purpose including maintaining a listing of all staff who participate.

Each county department must also submit a Civil Rights Compliance Statement of Assurance Agreement to be maintained in the state office. The Agreement may be used in civil rights reviews conducted by federal and state auditors to confirm your understanding of the compliance requirements. The link to the Agreement is: <http://info.dhhs.state.nc.us/olm/forms/dss/dss-1464a-ia.pdf>. Please sign and return the attached Agreement by May 1, 2011, to:

Carlotta Dixon, Civil Rights-Title VI Compliance Coordinator
Division of Social Services
2401 Mail Service Center
325 N. Salisbury St.
Raleigh, N. C. 27699-2420
Courier #56-20-25

Also please provide the name, telephone number, fax number, and email address of your current Civil Rights-Title VI Compliance Coordinator.

Should you have any questions, please contact me at (919) 733-3055.

Sincerely,

A handwritten signature in cursive script that reads "Carlotta Dixon".

Carlotta Dixon

PC-03-11