

SEXUAL ASSAULT SUPPORT SERVICES OF MIDCOAST MAINE PROCEDURES FOR FILING A COMPLAINT OF DISCRIMINATION OR RETALIATION

Sexual Assault Support Services of Midcoast Maine receives federal funding through the Maine Department of Public Safety for its *SASSMM Community Advocate* Program. Anyone receiving those services, and employees of Sexual Assault Support Services of Midcoast Maine (SASSMM), have the right to file a complaint if they believe Sexual Assault Support Services of Midcoast Maine has discriminated or retaliated against them in its delivery of services. Complaints may be filed with any/all of the following:

Sexual Assault Support Services of Midcoast Maine

To file a complaint of discrimination or retaliation with Sexual Assault Support Services of Midcoast Maine, contact Susan Hall Dreher, Executive Director at (207) 725-2181 or email her at director@sassmm.org. You can also contact her in writing:

Susan Hall Dreher, Executive Director
Sexual Assault Support Services of Midcoast Maine
P.O. Box 990
Brunswick, ME 04011

Maine Dept. of Public Safety:

The Maine Department of Public Safety (DPS) receives federal financial assistance and serves as the State Administering Agency for many federal grant programs. The Department must ensure that the civil rights of any recipient of federal grant funding received through the department, are protected.

To file a complaint with DPS, fill out the DPS Discrimination Complaint form and file it with the Equal Employment Opportunity Coordinator at DPS within 180 days after the last date of an alleged act of discrimination or retaliation. (Exceptions to this filing requirement may be made on a case by case basis by the Equal Employment Opportunity Coordinator at DPS). Complaints can also be made in writing to

Equal Employment Opportunity Coordinator
Maine Dept. of Public Safety
State House Station 104
Augusta, ME 04333-0104

For more information about filing a complaint, please visit the DPS website.

<http://www.maine.gov/dps/Docs/ServicesDiscriminationPolicy.pdf>

Maine Human Rights Commission

The Maine Human Rights Commission is the organization in Maine responsible for investigating and responding to claims of discrimination or retaliation. To file a complaint with the Maine Human Rights Commission, contact them at (207) 624-6060. Complaints must be filed within 300 days of the alleged discrimination/retaliation.

For more information about filing a complaint with the Maine Human Rights Commission, please visit their website:

http://www.maine.gov/mhrc/file_a_charge/index.htm

Office for Civil Rights:

The Office for Civil Rights (OCR) investigates complaints from members of the public who believe that an agency that receives funding from the Justice Department has discriminated against them, either in employment or in the delivery of services or benefits. If you believe you have been the target of discrimination, you should file a complaint with the OCR as soon as possible. In most circumstances, you may have no longer than one year from the date of the discriminatory incident to file a complaint.

To learn how to file a complaint and obtain the relevant forms, visit the OCR website

<http://www2.ed.gov/about/offices/list/ocr/docs/howto.html>

You can also contact the Office for Civil Rights by calling **800-421-3481** or by writing them at
Office of Justice Programs
U.S. Department of Justice
810 7th Street, NW
Washington, DC 20531

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