

# Indiana WIC Program Indiana Department of Health Nondiscrimination Statement

## Policy

The local agency will include the authorized nondiscrimination statement on materials and sources, including websites that inform applicants, clients, and potentially eligible persons about the WIC program. The nondiscrimination statement and the material must be in the same translation.

## Authority

FNS Instruction 113-1 Section 09 (Public Notification)  
7 CFR Part 246.8 (b) (Nondiscrimination – Complaints)

## Procedure

- I. The full nondiscrimination statement must be included on the homepage of Program websites and all vital documents. Vital documents include but are not limited to applications, consent, and complaint forms; notices of rights and responsibilities, notice of disciplinary action, materials containing eligibility determinations, etc. All other materials that contain programmatic information about the WIC program (logos, names, acronyms) must include the full statement if space permits and must be verbatim.

### A. Full English nondiscrimination statement

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, disability, age, 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](mailto:program.intake@usda.gov).

This institution is an equal opportunity provider.

#### B. Full Spanish nondiscrimination statement

De 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, discapacidad, edad, 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 discapacidades del habla pueden comunicarse con el USDA por medio del 12/17 Civil Rights Chapter Page 3 of 4 Nondiscrimination Statement Federal Relay Service [Servicio Federal de Retransmisión] 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, (AD-3027) que está disponible en línea en:

[https://www.ocio.usda.gov/sites/default/files/docs/2012/Spanish\\_Form\\_508\\_Compliant\\_6\\_8\\_12\\_0.pdf](https://www.ocio.usda.gov/sites/default/files/docs/2012/Spanish_Form_508_Compliant_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
- (4) correo electrónico: [program.intake@usda.gov](mailto:program.intake@usda.gov).

Esta institución es un proveedor que ofrece igualdad de oportunidades

II. The full nondiscrimination statement in other languages (Burmese, etc.) may be requested through the State WIC office.

III. If the material (excluding eligibility forms) is too small to permit use of the full statement, include, at a minimum, in print size no smaller than the text:

English Version: This institution is an equal opportunity provider.

Spanish Version: Esta institución es un proveedor que ofrece igualdad de oportunidades

IV. For websites the full version of the nondiscrimination statement or a link to it must appear on the home page of the program information.

V. For public service announcements the nondiscrimination statement should read: "This institution is an equal opportunity provider."

VI. A nondiscrimination statement is not required to be imprinted on items such as cups, buttons, magnets, and pens that identify the program when the size of configuration is impractical.

- VII. The nondiscrimination statement is not required on nutrition education materials that do not contain the USDA, FNS, and/or WIC logos, names, or acronyms and are only used to promote general nutrition education or healthy eating messages.
- VIII. Based on visibility, prominently display the USDA nondiscrimination poster "And Justice for All" as a method of Public Notification to potentially eligible applicants and clients.