

## **Notice under the Americans with Disabilities Act**

In accordance with the requirements of Title II of the Americans with Disabilities Act of 1990 ("ADA"), Empowering Darke County Youth and its fund-raising arm County News Online will not discriminate against qualified individuals with either physical or mental disabilities in its services, programs, or activities.

### **Employment:**

Empowering Darke County Youth and its fund-raising arm County News Online does not discriminate on the basis of disability in its hiring or employment practices and complies with all regulations promulgated by the U.S. Equal Employment Opportunity Commission under Title I of the ADA.

### **Effective Communication:**

Empowering Darke County Youth and its fund-raising arm County News Online will generally, upon request, allow the use of appropriate aids and services leading to effective communication for qualified persons with disabilities so they can participate equally in the organization's services, programs, and activities, including any other ways of making information and communications accessible to people who have speech, hearing, or vision impairments.

### **Modifications to Policies and Procedures:**

Empowering Darke County Youth and its fund-raising arm County News Online will make all reasonable modifications to policies and programs to ensure that people with disabilities have an equal opportunity to enjoy all its programs, services, and activities. For example, individuals with service animals are welcomed in the tutoring and meeting locations, even where pets are generally prohibited. Anyone who requires use of their personal auxiliary aid or service for effective communication or a modification of policies or procedures to participate in a service, program, or activity of Empowering Darke County Youth and its fund-raising arm County News Online should contact its Executive Director as soon as possible but no later than 48 hours before the scheduled event:

Rich Engelken, Executive Director

Empowering Darke County Youth (and its fund-raising arm County News Online)

P. O. Box 1113

Greenville, Ohio 45331

(937) 564-5679

[director@empowerdarkecounty.com](mailto:director@empowerdarkecounty.com)

The ADA does not require Empowering Darke County Youth and its fund-raising arm County News Online to take any action that would fundamentally alter the nature of its programs or services, or impose an undue financial or administrative burden.

Empowering Darke County Youth and its fund-raising arm County News Online will not place a surcharge on a particular individual with a disability or any group of individuals with disabilities to cover the cost of providing allowances for the use of personal auxiliary aids/services or reasonable modifications of policy, such as retrieving items

from locations that are open to the public but are not accessible to persons who use wheelchairs.

**Empowering Darke County Youth and its fund-raising arm County News Online  
Grievance Procedure under the ADA:**

This Grievance Procedure is established to meet the requirements of the ADA. It may be used by anyone who wishes to file a complaint alleging discrimination on the basis of disability in the provision of services, activities, programs, or benefits by Empowering Darke County Youth and its fund-raising arm County News Online, including its affiliated offices.

The complaint should be in writing and contain information about the alleged discrimination, such as name, address, and phone number of complainant and the location, date, and description of the problem. Alternative means of filing complaints, such as personal interviews or a tape recording of the complaint, will be made available for persons with disabilities upon request.

The complaint should be submitted by the complainant or the complainant's designee as soon as possible but no later than 60 calendar days after the alleged violation to:

Delores Ely, President  
Empowering Darke County Youth (and its fund-raising arm County News Online)  
P. O. Box 1113  
Greenville, Ohio 45331  
(937) 569-1581  
[president@empowerdarkecounty.com](mailto:president@empowerdarkecounty.com)

Within 15 calendar days after receipt of the complaint, the President or designee will meet with the complainant at the Empowering Darke County Youth's Board's usual meeting location to discuss the complaint and the possible resolutions. Within 15 calendar days of the meeting, the President or designee will respond in writing, and where appropriate, in a format accessible to the complainant, such as large print or audio tape. The response will explain the position of Empowering Darke County Youth and its fund-raising arm County News Online and offer options for substantive resolution of the complaint.

If the response by the President or designee does not satisfactorily resolve the issue, the complainant or the complainant's designee may appeal the decision to the Board of Directors of Empowering Darke County Youth within 15 calendar days after receipt of the response. Within 15 calendar days after receipt of the appeal, the Board of Directors will meet with the complainant at the Empowering Darke County Youth's Board's usual meeting location to discuss the complaint and possible resolutions. Within 15 calendar days after the meeting, the Board Secretary will respond in writing and, where appropriate, in a format accessible to the complainant with a final resolution of the complaint.

All written complaints received by the organization's President or designee, appeals to the Board of Directors, and responses from those offices will be retained by Empowering Darke County Youth and its fund-raising arm County News Online for at least three years.

**Resources for Persons who are Deaf, Hard of Hearing, and Deaf-Blind for Participation in Activities or Functions:**

For accommodations available to persons who are deaf, hard of hearing, and deaf-blind related to participation in Empowering Darke County Youth's communications or functions, individuals should contact the organization's President as soon as possible but no later than 48 hours before the scheduled event.