

BELGRADE COMMUNITY LIBRARY

106 N BROADWAY
BELGRADE, MT 59714
388-4346
www.belgradelibrary.org

AMERICANS WITH DISABILITIES ACT COMPLIANCE POLICY

STATEMENT OF POLICY

The Belgrade Community Library complies with the Americans with Disabilities Act of 1990, Public Law 101-336 (ADA), which prohibits discrimination on the basis of disability. The ADA, as applied to cities, counties, and other local governmental entities, requires that no qualified individual with a disability shall, on the basis of a disability, be denied the benefits of local governmental services, programs, or activities.

Accordingly, the Belgrade Community Library will:

- Take appropriate steps to ensure that communications with applicants, participants, and members of the public with disabilities are as effective as communications with others.
- Make reasonable accommodations in policies, practices, or procedures when necessary to avoid discrimination on the basis of disability, unless a fundamental alteration in a local government program would result.

HOW TO REQUEST REASONABLE ACCOMMODATIONS

Persons who need an accommodation in order to receive the benefits of a Belgrade Community Library service, program or activity should complete a "Reasonable Accommodation Request Form" or contact the Library Director, Belgrade Community Library, 106 N Broadway, Belgrade, MT 59714, (406)388-4346.

GRIEVANCE PROCEDURE

Enforcement of this policy is the responsibility of the Belgrade Community Library Director. Persons who believe they have been discriminated against based on their disability should file a Service Delivery Discrimination Complaint Form, which is an attachment to this policy. Individuals may also file an administrative complaint with the U.S. Equal Employment Opportunities Commission (EEOC) within 180 days of the date of the alleged discrimination or may file a lawsuit for injunctive relief and damages. Any or all of these methods may be pursued at the same time. Individuals are protected from retaliation or coercion when pursuing their rights or responsibilities under the ADA.

ADA GRIEVANCE PROCESS

HOW TO FILE A SERVICE DELIVERY DISCRIMINATION COMPLAINT

If you feel that you have been treated differently or denied service because of your disability, you may file a complaint. If you were wrongfully denied services, or if the treatment

you received was separate or different from others, or if the program was not accessible to you it may be discrimination. No one may threaten or harass you for making a complaint.

To file a complaint, request a discrimination complaint form by calling the Library, (406)388-4346 or fax (406)388-6586

You may file a complaint with your service provider, or you may file a complaint with Civil Rights Division. No one may threaten or harass you for making a complaint.

APPEAL PROCESS

If not satisfied with the response of the Library, you may appeal to the Belgrade Community Library Board of Trustees. If still not satisfied, you may file your complaint with the Federal agency described below.

FOR FURTHER INFORMATION:

In accordance with Section 35.106 of the ADA's Title II Regulations, all applicants, participants, beneficiaries, and other interested persons are advised that further information may be obtained from this local government and from the Office of the Americans with Disabilities Act, Civil Rights Division, U.S. Department of Justice,

RELATED DOCUMENTS:

ADA - Service Delivery Discrimination Complaint Form

ADA - Reasonable Accommodation Request Form