



**IOWA DEPARTMENT OF JUSTICE**

**ATTORNEY GENERAL  
BRENNA BIRD**

## Civil Rights Complaint Process

### [Complaint Process](#)

All clients, customers, program participants, employees, job applicants, or consumers of CVAD, or of CVAD's subrecipients have the right to participate in programs and activities operated by CVAD or its subrecipients regardless of race, color, religion, national origin, sex, age, disability. In addition, subrecipients of Violence Against Women Act (VAWA) grants are prohibited from discriminating on the basis of sexual orientation or gender identity or expression.

Anyone who thinks they have been discriminated against by an employee of CVAD or a subrecipient of CVAD on the basis of race, color, religion, national origin, sex, age, disability, or thinks they have been retaliated against by a CVAD employee or CVAD subrecipient, may file a written complaint alleging such discrimination by completing the [Discrimination Complaint form](#). In addition, recipients or subrecipients of Violence Against Women Act (VAWA) funds are prohibited from discriminating on the basis of sexual orientation or gender identity or expression.

The completed form must be mailed to:

Office of the Attorney General of Iowa  
Crime Victim Assistance Division  
Lucas State Office Building  
321 East 12th Street  
Des Moines, IA 50319

## Complaint Process

Any CVAD employee that receives a discrimination complaint from an employee, a job applicant, client, customer, program participant or consumer of CVAD or of a CVAD subrecipient, must forward the completed complaint form to the CVAD Director.

The CVAD Director shall promptly provide the complainant with written notice acknowledging receipt of the complaint, the date their complaint was referred and the agency to which their complaint was referred.

Complainants will also be informed that they may file complaints directly with:

### [U.S. Department of Justice](#)

Office of Justice Programs  
Office for Civil Rights (OCR)  
810 7th Street NW  
Washington, DC 20531

In the event that a Federal or State court or Federal or State administrative agency makes a finding of discrimination after a due process hearing on the ground of race, religion, national origin, sex, or disability against a recipient of victim assistance formula funds CVAD will forward a copy of the findings to the Office for Civil Rights of OJP.

## Online Reporting Tool to Report Civil Rights Violations

The new Civil Rights Reporting Portal – located at [civilrights.justice.gov](https://civilrights.justice.gov) – will consolidate over 30 unique reporting pathways. The portal will dramatically ease the burden on victims of civil rights violations to identify the proper reporting channel. The form is fully accessible to people with disabilities. It is also available in both English and Spanish, with more languages to be added over the next year.

Individuals who believe that they may have been victims of civil rights violations can learn how to report violations by visiting [civilrights.justice.gov](https://civilrights.justice.gov).

If you believe that you are a victim of criminal civil rights violations, such as misconduct by law enforcement officers, hate crimes, or human trafficking, please [contact your local FBI office](#).

