

Fair Housing Complaint Procedure

Town of Woodland

Housing discrimination is prohibited by Title VIII of the Civil Rights Act of 1968 (Fair Housing Act) and the North Carolina Fair Housing Act. In an effort to promote fair housing and that the rights of housing discrimination victims are protected, **Town of Woodland** has adopted the following procedures for receiving housing discrimination complaints:

1. Any person or persons wishing to file a complaint of housing discrimination in the **town** may do so by informing the **Town Clerk** of the facts and circumstance of the alleged discriminatory acts or practice.
2. Upon receiving a housing discrimination complaint, the **Town Clerk** shall acknowledge the complaint within 15 days in writing and inform the Division of Water Infrastructure and the North Carolina Human Relations Commission about the complaint.
3. The **Town Clerk** shall offer assistance to the Commission in the investigation and reconciliation of all housing discrimination complaints which are based on events occurring in the **town**.
4. The **Town Clerk** shall **publicize** in the local newspaper, with the TDD#, who is the local agency to contact with housing discrimination complaints.

It is the policy of the **Town of Woodland** to implement the CDBG program to ensure equal opportunity in housing for all persons regardless of religion, race, color, national origin, age, sex, familial status, or handicap (disability).

If you have any questions about the complaint procedure or would like to register a complaint of fair housing discrimination please contact the **Town at 252-587-7161** or at 123 E. Main St, Woodland, NC 27897 or, for the hearing impaired, TDD assistance is available at **711 or 800-735-2962** and providing the facts and circumstances of alleged discriminatory act or practice.

This information is available in Spanish or any other language upon request. Please contact Donielle McDermott at 252-587-7161 or at 123 E. Main St, Woodland, NC 27897 for accommodations for this request.

Esta información está disponible en español o en cualquier otro idioma bajo petición. Por favor, póngase en contacto con Donielle McDermott al 252-587-7161 o en 123 E. Main St, Woodland, NC 27897 de alojamiento para esta solicitud.



Adopted this 14th day of October 2020.

Randy Beale, Mayor (Chief Elected Official)

ATTEST: Annelle McDermott (Clerk)

First page must be published on the Newspaper after the Complaint Procedure is adopted. Please keep the Adopted document in the files including signatures and the Newspaper Publication for documentation

Discrimination Complaints

- Visit the [NC Human Relations Commission](#) to file a discrimination complaint
- Visit [HUD's website](#) to file a discrimination complaint
- Visit the [US Department of Justice Civil Rights Division](#) to file a discrimination complaint
- The [NC Fair Housing Project of Legal Aid of North Carolina](#) is funded by a HUD [Fair Housing Initiatives Program \(FHIP\) grant](#). The [Fair Housing Project of NC](#) is available to provide information concerning a person's rights under the Federal Fair Housing Act. When necessary, staff can also assist victims of housing discrimination in filing a complaint with HUD or other appropriate administrative or judicial bodies. For more information, or if you believe you have been a victim of housing discrimination, call the FHP's toll-free number: 1-855-797-FAIR (1-855-797-3247).

