



COSUMNES COMMUNITY SERVICES DISTRICT
GRIEVANCE FORM
COMPLAINT OF ACCESS VIOLATION OR DISCRIMINATION ON THE
BASIS OF DISABILITY

The District will make every reasonable effort to ensure that confidentiality is maintained throughout the complaint and investigation process, to the extent consistent with the law, adequate investigation, and appropriate corrective action. This means that the District will share any sensitive information you provide here only on a need-to-know basis.

Individual identifying access violation or discrimination	Name	
	Address	
	Telephone	
Authorized representative of individual above (if any)	Name	
	Address	
	Telephone	

1. Please describe the Cosumnes CSD's alleged violation of access requirements, or discriminatory action, in enough detail so that the nature of your grievance can be clearly understood. Add additional pages if necessary:

2. Please give the date(s), time(s) and location(s) of the incident(s) or observation(s) you are reporting:

3. If the incident involves a Cosumnes CSD employee(s) please provide his or her name(s), if known:

4. If the grievance involves physical access to a Cosumnes CSD public facility, land, or right-of-way, please provide the specific address(es) of those locations, if known:

5. Please give the name(s) and address(es), if known, of any witnesses to the access violation or alleged discrimination:

6. If this complaint is filed on behalf of a second person, or on behalf of a group of people, please provide the names and addresses of all of the grievants, if possible:

7. What action do you want taken to correct the alleged access violation or discrimination?

8. Is there any other information you want the District to know concerning your grievance?

Signature:

Date:

Signature of (check one)

- Observer of alleged access violation
- Victim of alleged discrimination
- Authorized representative

Submit this form and any documents/photos to:

Cosumnes Community Services District
Tiffany Piper, Risk Manager/ADA Coordinator
8820 Elk Grove Blvd.
Elk Grove, CA 95624