

## **Equal Employment Opportunity Policy**

Alliance for Community Transformations (Alliance) is committed to the principles of non-discrimination and equal opportunity in employment and in the delivery of services.

**EMPLOYMENT:** The Alliance is an equal opportunity employer. The Alliance, as well as its recipients, subrecipients, and contractors, will not discriminate in employment practices based on race, color, religious creed, ancestry, national origin, age, sex (includes sexual harassment), pregnancy (childbirth or related medical conditions), marital status, sexual orientation (heterosexuality, homosexuality and bisexuality), medical condition (cancer and genetic characteristics), mental or physical disability (includes HIV and AIDS), political affiliation/opinion, Veteran's status, or request for family medical leave. The Agency is committed to ensuring that the work environment of Agency employees and the work environment of employees and volunteers of recipients, subrecipients, and contractors of Agency are free from discrimination, harassment, and retaliation.

**DELIVERY OF SERVICES:** The Alliance, as well as recipients, subrecipients, and contractors, will not discriminate in the delivery of services or benefits based on the above identified bases.

**PROCEDURES:** The Alliance will promote equal opportunity through a continual and progressive Equal Employment Opportunity Program (EEO). The objective of the program is to ensure nondiscrimination in all areas of employment (e.g., recruitment, hiring, promotions, and training), and in the delivery of services and benefits. Please direct all inquiries regarding the application of Federal and State employment law to the EEO/Human Resources Office.

If an Alliance employee becomes aware of a complaint alleging discrimination involving the employees, applicants, volunteers, contractors, beneficiaries, or potential beneficiaries of any re Alliance recipient or subrecipient, the staff must immediately notify the EEO/Human Resources Office. The EEO/Human Resources Office will follow-up with the complainant to determine the next appropriate step.

To achieve the goals of the EEO Program, it is necessary that all members of Alliance understand the importance of the program and their responsibility to contribute toward its achievement. The concepts of equal opportunity and nondiscrimination are based on the idea that all people will be treated fairly and equitably.

The Alliance will disseminate this policy to all staff annually.