



DEPARTMENT OF ENVIRONMENT AND CONSERVATION  
 OFFICE OF POLICY AND PLANNING  
 William R. Snodgrass TN Tower  
 312 Rosa L. Parks Avenue, 2<sup>nd</sup> Floor  
 Nashville, TN 37243  
**TITLE VI TRAINING CERTIFICATION**

Name of entity: \_\_\_\_\_ Phone number: \_\_\_\_\_

Type of entity. (choose one): Government/Municipality  Private Business  Non-Profit

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_ County: \_\_\_\_\_

The Tennessee Department of Environment and Conservation (TDEC) is a recipient of federal financial assistance. Recipients are required to comply with various nondiscrimination laws and regulations, including Title VI of the Civil Rights Act of 1964, which bars discrimination on the basis of race, color, or national origin. The Civil Rights Restoration Act of 1987 clarifies that discrimination is prohibited throughout an entire agency if any part of the agency receives federal financial assistance. As a sub-recipient of TDEC's federal funds, you are required to comply with Title VI and related nondiscrimination laws and regulations.

**Title VI regulations require sub-recipients to complete Title VI training; *your entity must preserve class rosters or comparable evidence of periodic Title VI training for audit purposes.***

**Below, the sub-recipient program supervisor and its Title VI Coordinator (if a different person) must certify the date (within the last six months) of their completion of Title VI training, attach a copy of the class roster or certificate of completion from their training, and certify that Title VI training is provided for staff, including new hires.<sup>1</sup>**

As one acceptable means of completing Title VI training, your entity may use TDEC's online Title VI training module: <https://tdec.tn.gov/title6/index.html> and retain Certificates of Completion for staff.

**Declaration of Sub-Recipient Title VI Coordinator:** I completed Title VI training on \_\_\_\_\_ (date), my entity provides Title VI training for staff, including new hires, and to the best of my knowledge and belief the class roster and/or certificates of completion for Title VI training attached are true, correct, and complete.

Printed Name and Title: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Declaration of Sub-Recipient Supervising Authority:** I completed Title VI training on \_\_\_\_\_ (date), my entity provides Title VI training for staff, including new hires, and that the class roster and/or certificates of completion for Title VI training attached are to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment. As specified in Tennessee Code Sec. 39-16-702(a)(4), this declaration is made under penalty of perjury.

Printed Name and Title: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

<sup>1</sup> If the sub-recipient program supervisor or its Title VI Coordinator is replaced during the contract term, the replacement must take Title VI training and provide evidence of completion to the TDEC grant or loan administering program.