



**AmeriCorps**  
Ohio



**SERVE OHIO**  
Ohio Commission on Service and Volunteerism

## Northern Ohio Watershed (NOW) Corps

### Notice of Nondiscrimination/Notice of Civil Rights Policy

#### Harassment and Non-Discrimination Policy

AmeriCorps is committed to advancing equity, civil rights, racial justice, and equal opportunity. AmeriCorps affirms these government-wide principles while committing to treating all persons who participate in our programs with dignity and respect. AmeriCorps maintains zero tolerance for unlawful harassment or discrimination against any individual or groups engaged in national service and maintains diverse, equitable, inclusive, and accessible service environments for all participants. AmeriCorps members and Senior Corps volunteers have the expectation and the right to serve in a safe environment, and to be treated with dignity and respect. AmeriCorps expects all program leaders and grantees to create safe service environments for our members. If members or volunteers believe that they are experiencing harassment, discrimination, or other safety and security issues, AmeriCorps is committed to working with respective program leadership to address and assist in resolving these concerns as quickly as possible. **AmeriCorps has zero tolerance for harassment.**

If your safety or security has been threatened in an AmeriCorps or Senior Corps program, it is important to report the incident to appropriate program leaders and sponsor supervisors. **For sexual assault, contact local law enforcement authorities by calling 911.**

If you are experiencing a threat to your safety or security, and you are not comfortable discussing the matter with your program leaders, sponsor supervisors, or local law enforcement officials, you can contact our National Service Hotline at:

**1-800-942-2677**

Hotline phone hours: 8am - 8pm ET | Saturday - Sunday: closed  
You can also leave a message during non-business hours.

Live Chat hours: Monday - Friday: 9am - 7pm ET | Saturday - Sunday: closed

National Resource for Sexual Assault or Harassment:

The National Sexual Assault Hotline is available 24/7 at **1-800-656-HOPE (4673)**

#### Examples of Harassment Include:

- Explicit or implicit demands for sexual favors.
- Pressure for dates.
- Deliberate touching, leaning over, or cornering.
- Offensive teasing, jokes, remarks, or questions.
- Letters, phone calls, or distribution or display of offensive materials.
- Offensive leering, looks, or gestures.
- Gender, racial, ethnic, or religious baiting.
- Physical assaults or other threatening behavior
- Demeaning, debasing, or abusive comments, or actions that intimidate.



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To Report Discrimination within AmeriCorps:

**AmeriCorps Equal Opportunity Program (to report discrimination or harassment) | (202) 606-3461**  
or [eo@americorps.gov](mailto:eo@americorps.gov)

To Share Other Safety or Security Concerns:

If you believe your service environment is not safe or secure, you may share your concerns and questions directly with AmeriCorps by emailing [healthandsafety@americorps.gov](mailto:healthandsafety@americorps.gov) or by dialing (202) 606-3999.

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NOWCorps receives federal financial assistance from AmeriCorps (formerly CNCS) to operate its program. In accordance with applicable laws and regulations, AmeriCorps, and any organization that receives federal financial assistance from AmeriCorps, prohibits all forms of discrimination and harassment based on the protected categories of race, color, national origin, sex, age, religion, sexual orientation, disability (mental or physical), gender identity or expression, political affiliation, marital or parental status, pregnancy, genetic information (including family medical history), military service, or their submission of a complaint. It is also unlawful to retaliate against any person who, or organization that, files a complaint about such discrimination.

AmeriCorps has zero tolerance for the harassment of any individual or group of individuals for any reason. AmeriCorps is committed to treating all persons with dignity and respect. All programs administered by, or receiving Federal financial assistance from AmeriCorps, which the NOWCorps program is, must be free from all forms of harassment. Whether in AmeriCorps offices or campuses, in other service-related settings such as training sessions or service sites, or at service-related social events, such harassment is unacceptable. Any such harassment, if found, will result in immediate corrective action, up to and including removal or termination of any AmeriCorps employee or volunteer.

Recipients of Federal financial assistance, be they individuals, organizations, programs and/or projects are also subject to this zero-tolerance policy. Where a violation is found, and subject to regulatory procedures, appropriate corrective action will be taken, up to and including termination of Federal financial assistance from all Federal sources.

Slurs and other verbal or physical conduct relating to an individual's gender, race, ethnicity, religion, sexual orientation or any other basis constitute harassment when it has the purpose or effect of interfering with service performance or creating an intimidating, hostile, or offensive service environment. Harassment includes but is not limited to: explicit or implicit demands for sexual favors; pressure for dates; deliberate touching, leaning over, or cornering; offensive teasing, jokes, remarks, or questions; letters, phone calls, or distribution or display of offensive materials; offensive looks or gestures; gender, racial, ethnic, or religious baiting; physical assaults or other threatening behavior; or demeaning, debasing or abusive comments or actions that intimidate.

AmeriCorps does not tolerate harassment by anyone including persons of the same or different races, sexes, religions, or ethnic origins; or from a AmeriCorps employee or supervisor; a project, or site employee or supervisor; a non-employee (e.g., client); a co-worker or service member.

Site Supervisors and managers of AmeriCorps programs and projects, when made aware of alleged harassment by employees, service participants, or other individuals, are expected to immediately take swift and appropriate action. AmeriCorps will not tolerate retaliation against a person who raises harassment concerns in good faith. Any AmeriCorps employee who violates this policy will be subject to discipline, up to and including termination, and any grantee that



permits harassment in violation of this policy will be subject to a finding of non-compliance and administrative procedures that may result in termination of Federal financial assistance from AmeriCorps and all other Federal agencies.

Any person who believes that they have been discriminated against in violation of civil rights laws, regulations, or this policy, or in retaliation for opposition to discrimination or participation in discrimination complaint proceedings (e.g., as a complainant or witness) in any AmeriCorps program or project, may contact AmeriCorps' Civil Rights and Employment Branch at (202) 606-3461 or [eo@americorps.gov](mailto:eo@americorps.gov). Service members and volunteers must contact AmeriCorps' Civil Rights and Employment Branch within 45 calendar days of an occurrence of discrimination or harassing conduct to initiate an inquiry.

Notice of the Non-discrimination and harassment policy and procedures will be communicated to prospective members through the member position description, on the NOWCorps website and included in the Member Service Agreement, Member Handbook, and Member Google Drive and will be communicated to host site supervisors via the Host Site Handbook and Host Site Google Drive.

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Member Signature

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Date