



Civil Rights Resources for DHS Recipients

Quarterly Outreach – January 2022

Greetings:

You are receiving this email because you are a recipient of federal financial assistance from the U.S. Department of Homeland Security (DHS). The DHS Office for Civil Rights and Civil Liberties (CRCL) distributes **Quarterly Civil Rights Resource Emails for DHS Recipients**. These emails provide up-to-date information to DHS recipients on reminders, resources, upcoming events, and FAQs to assist recipients in meeting their civil rights requirements.

A Year in Review

In 2021, CRCL engaged with DHS recipients to provide technical assistance and training on important civil rights requirements affecting federally assisted programs and activities.

- **January:** Webinar on Subrecipient Civil Rights Monitoring
- **February:** Webinar on [Overview of the DHS Civil Rights Evaluation Tool](#)
- **March:** Webinar on [Frequently Asked Questions on the DHS Civil Rights Evaluation Tool](#) & Distribution of the Quarterly Civil Rights Resources Email - March 2021 – *link coming soon*
- **April:** Transition to the new Customer Management Relationship (CRM) system to improve processing of recipient submissions of the DHS Civil Rights Evaluation Tool. The CRM system generates feedback and reminder emails to recipients. Look out for these emails from CRCLProgramsCRM@hq.dhs.gov (a DO NOT REPLY account)
- **May:** [Training on Disability Access in Recipient Programs and Activities](#) & Webinar on [Reporting Complaints, Compliance Reviews and Designated Staff](#)
- **June:** Training on Language Access in Recipient Programs and Activities & Distribution of the Quarterly Civil Rights Resources Email - June 2021 – *link coming soon*
- **July:** Webinar on [Developing a Nondiscrimination Policy and Complaint Process](#)
- **August:** Webinar on [Overview of the DHS Civil Rights Evaluation Tool](#)
- **September:** Distribution of the Quarterly Civil Rights Resources Email - September 2021 – *link coming soon*
- **October:** Webinar on [Overview of the DHS Civil Rights Evaluation Tool](#)
- **November & December:** Webinar on [Overview of the DHS Civil Rights Evaluation Tool](#) & Distribution of the Quarterly Civil Rights Resources Email

Reminders

All primary recipients of DHS financial assistance are required to complete the [DHS Civil Rights Evaluation Tool](#) within 30 days of receipt of the Notice of Award from DHS or its awarding component agency (FEMA, USCG, etc.). After the initial submission for the first award under which this term applies, recipients are required to provide this information once every two (2) years if they have an active award, not every time an award is made. For more information on this requirement, please

consult the [DHS Standard Terms and Conditions](#), DHS Specific Acknowledgement and Assurances, Item #5.

Resources

If you need assistance in improving access to your websites for limited English proficient (LEP) customers, clients, and other program beneficiaries, a [New Resource Guide is available!](#) The LEP Committee of the Federal Title VI Interagency Working Group gathered ideas, resources, and examples to help anyone seeking to improve language access to their website and digital services.

Upcoming Events

CRCL conducts a **Monthly Civil Rights Webinar Series for DHS Recipients** on the last Thursday of each month. The webinars cover different topics related to civil rights compliance and the DHS Civil Rights Evaluation Tool. To be added to our contact list for webinar announcements, please email us at CivilRightsEvaluation@hq.dhs.gov.

Frequently Asked Questions

Question: My organization is developing a language access policy and procedure as required in Section 4 of the [DHS Civil Rights Evaluation Tool](#). Where can I find data on the languages spoken in my community?

Answer: Please visit LEP.gov/maps for help with identifying the language spoken by limited English proficient (LEP) in your community. Here you'll find interactive Map Apps, the new [LEP Data Resources and Instructions Guide](#), and many more resources to assist your organization.

For questions or additional information about DHS recipient civil rights requirements and resources, please visit our website [DHS Recipient Civil Rights Resources webpage](#) or send us an email at CivilRightsEvaluation@hq.dhs.gov.

We look forward to engaging with you in 2022 and wish you a healthy and happy New Year!

Sincerely,

Office for Civil Rights & Civil Liberties
U.S. Department of Homeland Security
CivilRightsEvaluation@hq.dhs.gov
[DHS Recipient Civil Rights Resources webpage](#)