

# **MEMORANDUM**

**SEPTEMBER 8, 2020**

**TO : Ronald Lipford, Chairman  
Bible Way Church Board of Trustees**

**FROM : Connie Finney  
Title VI Program Manager**

**SUBJECT : Approval of Bible Way Church's Title VI Non-Discrimination Plan and Procedures**

**Attached for your review and approval is Bible Way Church's (BWC) Title VI Non-Discrimination Plan and Procedures. This document is required by the District of Columbia Department of Transportation (DDOT) and the Federal Transit Administration (FTA).**

**Recipients of public transportation funding from FTA and DDOT are required to develop policies, programs, and practices that ensure that federal and state transit dollars are used in a manner that is non-discriminatory, as required under Title VI.**

**This document details how BWC incorporates non-discriminatory policies and practices in providing grant-funded transportation services. Also attached are its appendices. This plan will be updated periodically (at least every three (3) years) to incorporate changes and/or additional responsibilities that may arise.**

**Please contact Connie Finney, at (202) 841-5355, if you have any questions or concerns. We would like to submit this document to DDOT not later than Friday, September 11, 2020, and have it posted to BWC's website simultaneously. Thank you for your expeditious review and approval.**

**Attachment**

# **Non-Discrimination Plan and Procedures**

**Based on Title VI of the Civil Rights Act**

**adopted by**

**Bible Way Church of Washington, D. C., Inc.**

**Adopted date  
September 8, 2020**

## TABLE OF CONTENTS

### INTRODUCTION

I.	INTRODUCTION	3
II.	OVERVIEW OF SERVICES	3
III.	POLICY STATEMENT AND AUTHORITIES	3
IV.	NON-DISCRIMINATION ASSURANCE	6
V.	PLAN APPROVAL DOCUMENT	6
VI.	ORGANIZATION AND TITLE VI PROGRAM RESPONSIBILITIES	7
VII.	PROCEDURES FOR NOTIFYING THE PUBLIC OF TITLE VI RIGHTS AND HOW TO FILE A COMPLAINT	10
VIII.	TITLE VI COMPLAINT PROCEDURES	11
IX.	PUBLIC OUTREACH AND INVOLVEMENT	13
X.	LANGUAGE ASSISTANCE PLAN FOR PERSONS WITH LIMITED ENGLISH PROFICIENCY (LEP)	13
XI.	MINORITY REPRESENTATION ON PLANNING AND ADVISORY BODIES	13
XII.	MONITORING TITLE VI COMPLAINTS	14
XIII.	APPENDIX A- TITLE VI NOTICE TO THE PUBLIC	15
XIV.	APPENDIX B- TITLE VI NOTICE TO THE PUBLIC - LIST OF LOCATIONS	15
XV.	APPENDIX C - TITLE VI COMPLAINT FORM	16
XVI.	Appendix D - INVESTIGATIONS, LAWSUITS, AND COMPLAINTS DOCUMENT	18
XVII.	APPENDIX E - SUMMARY OF OUTREACH EFFORTS	19

## **I. INTRODUCTION**

Title VI, of the Civil Rights Act of 1964, prohibits discrimination on the basis of race, color, or national origin in programs and activities receiving Federal financial assistance. Specifically, Title VI provides that "no person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance." (42 U.S.C. Section 2000).

The Civil Rights Restoration Act of 1987 clarified the intent of Title VI to include all programs and activities of Federal-aid recipients, sub-recipients, and contractors whether those programs and activities are federally funded or not.

Recently, the Federal Transit Administration (FTA) has placed renewed emphasis on Title VI issues, including providing meaningful access to persons with Limited English Proficiency.

Recipients of public transportation funding from FTA and the District Department of Transportation (DDOT) are required to develop policies, programs, and practices that ensure that federal and state transit dollars are used in a manner that is non-discriminatory as required under Title VI.

This document details how Bible Way Church of Washington, D. C., Inc. (hereafter known as "BWC"), incorporates nondiscrimination policies and practices in providing services to the public. The BWC's Title VI policies and procedures are documented in this plan and its appendices and attachments. This plan will be updated periodically (at least every three years) to incorporate changes and additional responsibilities that arise.

## **II. OVERVIEW OF SERVICES**

The BWC is a private, non-profit, community-based organization helping the local community in the areas of affordable housing and moving from dependency to self-sufficiency. Recipients of BWC services come from every ward in the District of Columbia and each person is treated with respect and dignity.

## **III. POLICY STATEMENT AND AUTHORITIES**

### **Title VI Nondiscrimination Policy Statement**

The BWC is committed to ensuring that no person shall, on the grounds of race, color, national origin, age, disability or gender, as provided by Title VI of the Civil Rights Act of 1964, related nondiscrimination statutes, and the Civil Rights Restoration Act of 1987 (P. L. 100.259), be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity, whether those programs and activities are federally funded or not.

The Title VI Manager of the BWC is responsible for initiating and monitoring Title VI activities, preparing required reports, and other responsibilities as required by Title 23 Code of Federal Regulations (CFR) Part 200, and Title 49 CFR Part 21.

Cavallia Finney-Dunwell  
CAVAILLIA FINNEY-DUNWELL  
TITLE VI MANAGER

9/17/2010  
DATE

## A. Authorities

**Title VI of the 1964 Civil Rights Act provides that no person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity receive federal financial assistance (refer to 49 CFR Part 21).**

**Additionally, the following related statutes contain other prohibitions (based on age, sex, disability, etc.) that fall under the purview of the District of Columbia's Department of Transportation's (DDOT) Non-Discrimination Policy:**

- 1. The Age Discrimination Act of 1975, as amended, provides that: "No person in the United States shall, on the basis of age, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance." (42 USC 76, Section 6101).**
- 2. The Federal-Aid Highway Act of 1973 provides that, "No person shall on the grounds of sex be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal assistance under this title or carried on under this title." (23 U.S.C. 324).**
- 3. Section 504 of the Rehabilitation Act of 1973 provides that: "No qualified handicapped person shall, solely by reason of his handicap, be excluded from participation in, be denied benefits of, or be subjected to discrimination under any program or activity that receives benefits from Federal financial assistance." (29 U.S.C. 790).**
- 4. The Civil Rights Restoration Act of 1987 broadened the scope of Title VI coverage by expanding the definition of the terms "programs or activities" to include all programs or activities of Federal Aid recipients, sub-recipients, and contractors, whether or not such programs and activities are federally assisted.**

**Additional authorities and citations include: Title VI of the Civil Rights Act of 1964 (42 U.S.C. Section 2000D); Federal Transit Laws, as amended (49 U.S.C. Chapter 53 et seq.); Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended (42 U.S.C. 4601, et seq.); Department of Justice regulation, 28 CFR part 42, Subpart F, "Coordination of Enforcement of Non-Discrimination in Federally-Assisted Coordination of Enforcement of Nondiscrimination in Federally-Assisted Programs" (December 1, 1976, unless otherwise noted); U.S. DOT regulation, 49 CFR part 21, "Nondiscrimination in Federally-Assisted Programs of the Department of Transportation Effectuation of Title VI of the Civil Rights Act of 1964" (June 18, 1970, unless otherwise noted); Joint FTA/Federal Highway Administration (FHWA) regulation, 23 CFR part 771, "Environmental Impact and Related Procedures" (August 28, 1987); Joint FTA/FHWA regulation, 23 CFR part 450 and 49 CFR part 613, "Planning Assistance and Standards," (October 28, 1993, unless otherwise noted); U.S. DOT Order 5610.2, "U.S. DOT Order on Environmental Justice to Address Environmental Justice in Minority Populations and Low-Income Populations," (April 15, 1997); U.S. DOT Policy Guidance Concerning Recipients' Responsibilities to Limited English**

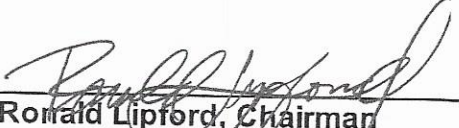
Proficient Persons, (December 14, 2005), and Section 12 of PTA's Master Agreement, PTAMA 13 (October 1, 2006).

## **B. NON-DISCRIMINATION ASSURANCE TO DDOT**

As part of the Certifications and Assurances submitted to DDOT with the Annual Grant Application and all Federal Transit Administration grants submitted to DDOT, BWC submits a Non-discrimination Assurance, which addresses compliance with Title VI, as well as non-discrimination in hiring (EEO) and contracting (DBE), and non-discrimination on the basis of disability (Americans with Disability Act (ADA)). In signing and submitting this assurance, BWC confirms to DDOT the organization's commitment to nondiscrimination and compliance with federal and state requirements.

## **C. PLAN APPROVAL DOCUMENT**

I hereby acknowledge the Bible Way Church of Washington, D.C., Inc., Title VI Implementation Plan 2017 through 2020, and have reviewed and approve the Plan committed to ensuring that no person is excluded from participation in, or denied the benefits of transportation services on the basis of race, color, national origin, as protected by Title VI according to Federal Transit Administration (FTA) Circular 4702.1B, *Title VI Requirements and Guidelines for FTA Recipients*, as well as based on age, disability, or gender, according to DDOT's Nondiscrimination Policy.

  
\_\_\_\_\_  
Ronald Lipford, Chairman  
Board of Trustees, Bible Way Church  
of Washington, D. C., Inc.

\_\_\_\_\_  
09.21.2020  
DATE

## **TITLE VI PROGRAM RESPONSIBILITIES**

The Senior Services Coordinator of the BWC is responsible for ensuring implementation of the organization's Title VI program. The specific areas of responsibility have been delineated below for purposes of clarity.

### **Overall Organization for Title VI**

The Title VI Manager is responsible for coordinating the overall administration of the Title VI program, plan, and assurances, including complaint handling, data collection and reporting, annual review and updates, and internal education.

### **Responsibilities of the Title VI Manager**

1. The Title VI Manager is charged with the responsibility for implementing, monitoring, and ensuring compliance with FTA's Title VI regulations as well as DDOT's Non-Discrimination Policy. Title VI responsibilities are as follows:
2. Process the disposition of Title VI complaints received.
3. Collect statistical data (race, color, national origin, age, disability, or gender) of participants in and beneficiaries of the organization's programs, (e.g., affected citizens, impacted communities).
4. Conduct annual Title VI review of transportation services to determine the effectiveness of the program's activities. Prepare a report of Title VI accomplishments and goals, *as required*.
5. *Develop Title VI information for dissemination to the general public.*
6. Identify and resolve discriminatory acts, and work towards eliminating discrimination of any kind.
7. Responsible for substantiating that these elements of the plan are appropriately implemented and maintained, and for coordinating with those responsible for public outreach and involvement, and service planning and delivery.
8. **Data Collection**  
To ensure that Title VI reporting requirements are met, BWC will maintain:
  - Database or log of Title VI complaints received.
  - The investigation of and response to each complaint will be tracked within the database or log.
  - A log of public outreach and involvement activities undertaken.
9. **Annual Report and Updates**
  - BWC may submit a quarterly report to DDOT that documents any Title VI complaints received during the preceding quarter.

- BWC will also maintain and provide to DDOT, the log of involvement activities undertaken to ensure that minority and low-income people had meaningful access to these activities.
- Further, the BWC will submit updates to DDOT regarding any of the following items since the previous submission, indicating the date of the change or a statement to the effect that these items have not changed since the previous submission.
  - a. A copy of any compliance reviews within the last year, along with the purpose or reason for the review, a summary of findings and recommendations, if any, and a report on the status or disposition of the findings and recommendations;
  - b. A list of Title VI investigations, complaints, or lawsuits filed with the agency since the last submission; and
  - c. A copy of the agency notice to the public stating its compliance with its Title VI Non-Discrimination Policy and instructions on how to file a discrimination complaint.

#### 10. Annual Review of Title VI Program

Each year, in preparing for any reports or updates, the Title VI Manager will review its program to assure implementation of the Title VI plan. In addition, the Title VI Manager will review BWC's operational guidelines and publications, to verify that Title VI language and provisions are incorporated, as appropriate.

#### 11. Dissemination of Information Related to the Title VI Program

Information on the BWC Title VI program will be displayed for public viewing in the lobby of the BWC Temple, its dining room, and appropriate vehicle(s). Copies will also be made available in appropriate languages, on an "as needed" bases.

#### 12. Resolution of Complaints

- a. Any individual may exercise his/her right to file a complaint if that person believes that he/she, or any other program beneficiaries have been subjected to discrimination in the receipt of benefits/services, or as prohibited by non-discrimination requirements.
- b. The BWC will report the complaint to DDOT within three (3) business days. All Title VI complaints and their resolution will be logged in and reported as described in Section 1 *Data Collection* and reported annually (in addition to immediately) to DDOT.

#### 13. Written Policies and Procedures

- a. The BWC's Title VI policies and procedures are documented in this plan, along with its appendices and attachments. This plan will be updated periodically to incorporate changes and additional responsibilities that may arise. During the course of the Annual Title VI Program Review (item 3 above), the Title VI Manager will determine whether an update is needed.

**14. Internal Education**

- DDOT will provide training to BWC employees on Title VI policies and procedures.

**15. Title VI Clauses in Contracts**

- a. The Civil Rights Requirement applies to all contracts except those of \$3,000.00 or less, except for construction contracts over \$2,000.

- b. *The following language must be included on all contracts as stated above:*

*(1) Nondiscrimination - The Parties shall abide by the provisions of Executive Order 11246, as amended; Title VI of the Civil Rights Act of 1964, as (78 Stat. 252; 42 U.S.C. §§ 2000d et seq.); Title V, Section 504 of amended the Rehabilitation Act of 1973, as amended (87 Stat. 394; 29 U.S.C. § 794); the Age Discrimination Act of 1975, as amended (89 Stat. 728; 42 U.S.C. §§ 6101 et seq.); the DC Human Rights Act of 1977, effective December 13, 1977 (D.C. Law 2-38, D.C. Official Code §§ 1401.01 et seq.) and with all other federal and District laws and regulations prohibiting discrimination on the grounds of race, color, national origin, disability, religion, or sex, in employment, and in providing facilities and services to the public. Nothing in the advertising for employees shall be done which prevent those covered by these laws from qualifying for employment.*

**PROCEDURES FOR NOTIFYING THE PUBLIC OF TITLE VI RIGHTS  
AND  
HOW TO FILE A COMPLAINT**

**A. Requirement to Provide a Title VI Public Notice**

Title 49 CFR Section 21.9(d) requires recipients to provide information to the public regarding the recipient's obligations under DOT's Title VI regulations and apprise members of the public of the protections against discrimination afforded to them by Title VI. At a minimum, the BWC shall disseminate this information to the public by posting a Title VI notice on the organization's website posting a Title VI notice on the agency's website and in public areas including its lobby, elevator, public dining area, and a federally-funded vehicle(s), etc.

**B. BWC will commit to ensuring that no person is excluded from participation in, or denied the benefits of its transportation services on the basis of race, color, national origin, age, disability or gender, as protected by Title VI in Federal Transit Administration (FTA) Circular 4702.1B and DDOT's Nondiscrimination Policy.**

**C. For more information on BWC's non-discrimination policies and procedures, or to file a complaint that you are being denied participation in or benefits of the transit services provided by BWC, or are otherwise being discriminated against because of your race, color, national origin, gender, age, or disability, please contact: Cavaillia Finney-Dunwell, 202-289-7014.**

**D. SEE APPENDIX A - Title VI Notice to the Public**

**E. SEE APPENDIX B - Title VI Notice to the Public- List of Locations**

## **TITLE VI COMPLAINT PROCEDURES**

Any individual may exercise his or her right to file a complaint with BWC if that person believes that he or she has been subjected to unequal treatment or discrimination in the receipt of services. BWC will remit the complaint to DDOT within three (3) business days. Any complaint filed directly against BWC will be forwarded to DDOT or the U. S. Department of Transportation. All Title VI complaints and their resolution will be logged and reported annually (in addition to immediately) to DDOT. Any complaint filed directly against BWC will be forwarded to DDOT or the Federal Transit Administration for processing.

**A. BWC is committed to ensuring that no person is excluded from participation in, or denied the benefits of its transportation services on the basis of race, color, national origin, age, disability, or gender, as protected by Title VI of the Civil Rights Act of 1964 and related nondiscrimination statutes.**

**B. Procedures for Filing Complaints**

Any individual, group of individuals, or entity that believes they have been subjected to discrimination on the basis of race, color, national origin, age, disability, or gender may file a written complaint with the Title VI Manager. The complaint is to be filed in the following manner:

1. A formal complaint must be filed within 180 calendar days of the alleged occurrence.
2. The complaint shall be in writing and signed by the complainant(s).
3. The complaint should include:
  - a. The complainant's name address, and contact information (i.e., telephone number, email address, etc.);
  - b. The name and address of the agency, institution or office you believe discriminated against you.
  - c. The date(s) of the alleged act of discrimination (if multiple days, include the date when the complainant(s) became aware of the alleged discrimination and the date of the latest instance of the alleged discrimination);
  - d. The name and address of the agency, institution or office you believe discriminated against you.
  - e. A description of the alleged act of discrimination;
  - f. The location(s) of the alleged act of discrimination (include vehicle number if appropriate);
  - g. An explanation of why the complainant believes the act to have been discriminatory on the basis of race, color, national origin, age, disability, or gender;

- h. If known, the names and/or job titles of those individuals perceived as parties in the incident;
  - i. Contact information of any witnesses;
  - j. Your signature; and
  - k. Indication of any related complaint activity (i.e., was the complaint also submitted to DDOT or DOT.
4. The complaint shall be submitted to the Bible Way Church of Washington, D. C., Inc's., Title VI Manager at: 1100 New Jersey Avenue, N. W., Washington, D. C. 20001.
  5. Complaints received by any other employee of BWC will be immediately forwarded to the Title VI Manager.
  6. In the case where a complainant is unable or incapable of providing a written statement, a verbal complaint of discrimination may be made to the Title VI Manager. Under these circumstances, the complainant will be interviewed and assisted in converting the verbal allegations to writing.
  7. Upon receipt of the complaint, the Title VI Manager will immediately:
    - a. Notify DDOT (no later than 3 business days from receipt);
    - b. Notify the BWC authorizing official; and
    - c. Ensure that the complaint is entered in the complaint database.
    - d. Within 3 business days of receipt of the complaint, the Title VI Manager will contact the complainant by telephone to set up an interview. *This would only be the case when the allegation is against a BWC contractor or subrecipient. Any complaint directly against BWC staff must be sent to DDOT or FTA for investigation. BWC cannot investigate complaints against itself.*
    - e. The complainant will be informed of their right to have a witness or representative present during the interview and can submit any documentation he/she perceives as relevant to proving his/her complaint.
  8. **Transportation-Related Title VI Investigations, Complaints, and Lawsuits**

#### Background

Listed below are Title VI investigations, complaints, and lawsuits received or conducted by BWC. +. Included are:

1. The date that the transportation-related Title VI investigation, lawsuit, or complaint was filed;
2. A summary of the allegation(s);
3. The status of the investigation, lawsuit, or complaint; and
4. Actions taken by the recipient/sub-recipient in response, or final findings related to the investigation, lawsuit, or complaint.

This list shall be included in the Title VI Program submitted to DDOT every three years and information shall be provided to DDOT.

## **IX. PUBLIC OUTREACH AND INVOLVEMENT**

### **Outreach**

We encourage our senior population, especially those in close proximity to our location, to utilize our senior bus to attend church services at other facilities; to go shopping, and other activities that may arise.

SEE APPENDIX E - Summary of Outreach Efforts.

## **X. LANGUAGE ASSISTANCE PLAN FOR PERSONS WITH LIMITED ENGLISH PROFICIENCY (LEP)**

### **Introduction and Legal Basis**

Limited English Proficiency (LEP) is a term that defines any individual not proficient in the use of the English language. The establishment and operation of an LEP program meets objectives set forth in Title VI of the Civil Rights Act and Executive Order 13166, "Improving Access to Services for Persons with Limited English Proficiency (LEP)."

This Executive Order requires federal agencies receiving financial assistance to address the needs of non-English speaking persons. The Executive Order also establishes compliance standards to ensure that the programs and that are provided by a transportation provider in English are accessible to LEP communities. This includes providing meaningful access to individuals who are limited in their use of English. The following LEP language implementation plan, is based on FTA guidelines:

1. When communicating telephonically with persons who are deaf or hearing-impaired, the BWC will utilize the AT&T Relay Service, which is accessed by calling 1-800-855-2881. There is no cost to either Bible Way Church or the client when using the Relay Service.
2. Staff Training  
BWC will provide language sensitivity training to staff, with appropriate LEP/NEP training, on an as needed basis.

## **XI. MINORITY REPRESENTATION ON PLANNING AND ADVISORY BODIES**

Title 49 C.P.R. Section 21.5(b)(1)(vii) states that a recipient may not, on the grounds of race, color, or national origin, "deny a person the opportunity to participate as a member of a planning, advisory, or similar body which is an integral part of the program."

The BWC Board of Trustees reserves the legal authority on the administration and operation of the church and its properties.

## **XII. MONITORING TITLE VI COMPLAINTS**

- A. As part of the complaint handling procedure, the Title VI Manager investigates possible inequities in service delivery for the service(s) about which the complaint was filed. Depending on the nature of the complaint, the review examines span of service (days and hours), frequency, routing directness, interconnectivity with other routes and/or fare policy. If inequities are discovered during this review, options for reducing the disparity are explored, and service or fare changes are planned if needed.**
- B. In addition to the investigation following an individual complaint, the Title VI Manager periodically reviews all complaints received to determine if there may be a pattern. At a minimum, this review is conducted as part of preparing the Annual Report and Update for submission to DDOT.**

**SEE APPENDIX D – Investigations, Lawsuits, and Complaint Form**

## **APPENDICES**

### **APPENDIX A - NOTICE TO THE PUBLIC OF RIGHTS**

#### **UNDER TITLE VI, OF THE CIVIL RIGHTS ACT**

The BWC is committed to providing an environment where all peoples are treated with respect and dignity. BWC affirms the right of every client to receive services in a professional atmosphere that promotes equal opportunities and prohibits non-discriminatory practices, in accordance with all federal and state regulations, including Title IV of the Civil Rights Act of 1964. Accordingly, BWC prohibits the discrimination of any client based on sex, race, creed, color, age, national origin, religion, disability, marital or veteran status, sexual orientation, personal appearance, political affiliation, or any other legally protected status.

- For more information on BWC's Civil Rights Program and the procedures to file a complaint, contact Cavaillia Finney-Dunwell, at 202-789-0700, ext. 213. Complaints can also be made in person at our organization located at 1100 New Jersey Avenue, N. W., Washington, D. C. 20001.
- A complainant may also file a complaint directly with the Federal Transit Administration, The Office of Civil Rights, ATTENTION: Title VI Program Coordinator, East Building 5th Floor-TCR, 1200 New Jersey Avenue SE, Washington, DC 20590, or, with the District Department of Transportation, Equity & Inclusion Division, 55 M Street SE, Suite 700, Washington, DC 20003.
- If information is needed in another language, contact Sara Bryant at 202-464-9200, ext. 467.

### **APPENDIX B - TITLE VI NOTICE TO THE PUBLIC-LIST OF LOCATIONS**

The BWC will post the Title VI Notice to the Public, at 1100 New Jersey Avenue, N. W., in the following locations:

- The lobby;
- The public dining room;
- The elevator; and
- The transportation vehicle(s).

## APPENDIX C- TITLE VI COMPLAINT FORM

### Consumer Grievance Procedure Form

First Name	M.I.	Last Name	DOB	Male	Female
Today's Date	Date Complaint Filed		Information Received by (Name)		
Mailing Address					
City		State	Zip	Email Address	
Telephone#    Leave Message OK			How Consumer prefers to be contacted:		
			Tel.    Write    Email    In Person		
Is complaint about failure to comply with earlier grievance decision?		Subject Matter of Grievance		Does this grievance involve abuse & neglect or denial of service?	
Yes ___ No ___				___Yes    ___No	
Summary of Complaint (Attach additional sheet, if necessary)					

What does Complaint want done?

Describe any previous attempt to resolve the problem.

## APPENDIX D - INVESTIGATIONS, LAWSUITS, AND COMPLAINTS DOCUMENT

	Date	Summary of Complaint	Status	Action Taken
<b><i>Complaints</i></b>				
1.				
2.				
3.				
<b><i>Investigations</i></b>				
1.				
2.				
3.				
<b><i>Lawsuits</i></b>				
1.				
2.				
3.				

Bible Way Church of Washington, D. C., Inc. Title VI Complaint, Investigation and Lawsuit Log

## **APPENDIX E – SUMMARY OF OUTREACH EFFORTS**

### **1. BWC works closely with shelters, homeless outreach programs.**

- Provides weekly ministerial counseling to the residents at the New York Avenue Shelter in Washington, D. C.
- Conducts “Where You Are” outreach to the homeless in various quadrants of the city through food and clothing distribution, ministerial counseling, referral services, etc.

### **2. BWC strives to maintain funding for the following outreach activities:**

- a) Monthly visitation to Manor Care Nursing Home in Hyattsville, MD, in addition to providing an annual cook-out;
- b) Annual health fair and workshops/seminars to inform the community at-large in preventing and/or treating hypertension, diabetes, high cholesterol, etc.;
- c) Annual Angel Tree Christmas Celebration;
- d) Annual “Go Get Em” outreach to the homeless who reside in and/or
- e) Makes transportation available to other local organizations for their senior program outings;
- f) Provides weekly “Message and A Meal” deliveries to senior and disabled persons unable to attend church services; and
- g) Provides free meals to the homeless on Sundays in the church dining room.

#### **January- Current Every Saturday**

Abundant Life Drug and Prison Ministry Spiritual Support  
Bible Way Church Temple Chapel

#### **January- Current- Every Sunday**

Message and A Meal to Senior Shut-In  
Locations throughout the DC Area

#### **January- April on 3<sup>rd</sup> Sundays ( Lock down began May- currently in effect)**

Ministry to DC Jail Incarcerated Men

#### **January- Current- Every 4<sup>th</sup> Sunday**

Ministry to Manor Care Nursing Home Residents Hyattsville, MD  
Holy Communion is Served

#### **January- Current- Every Other 2<sup>nd</sup> Sunday**

Ministry Howard County Detention Center  
Incarcerated Women

#### **July One Conference**

Ministry to Homeless Men  
Bible Way Church

#### **July 31- August 2**

Camp Joy  
Camp Joy-El in Green Castle Pennsylvania  
Angel Tree and Disadvantage Children 6-16  
Mentorship Program for Young Adults 17-22

## **APPENDIX E – SUMMARY OF OUTREACH EFFORTS (Cont'd)**

### **August 17**

Ministry Cook Out at Manor Care Nursing Home Residents in Hyattsville, MD

### **September 21**

Human Trafficking Workshop

Populations- Children, Adults

Partnership with True Blue and Youth Department

Informational Presentations from Law Enforcement, FBI, Organizations that rescue and help victims such as Innocents at Risk

### **October 19**

Go Get 'Em

Ministry to the Homeless in Franklin Park

Also, Food, Toiletries, clothes and coats were distributed