BIAS INCIDENT REPORTING FORM

Any behavior — verbal or physical — that stigmatizes or victimizes individuals or creates a hostile environment for individuals due to that individual’s actual or perceived gender, race or ethnicity, color, national origin, religion, age, mental or physical disability, family or marital status, sexual orientation, veteran status, genetic information or gender identity is considered a bias related incident. *See end of document for the Unified Crime Reports’ definition of a hate crime.

Instances of the aforementioned behavior should be reported and will be investigated and may be addressed by the conduct system or via an employment action. Community members are encouraged to report this type of incident whether as the victim or as an observer.

Your Full Name: __________________________________________
(you may write “anonymous” if you wish to remain so.)

Your Phone Number: _________________________________________

Your Email Address: _________________________________________

*Above information is requested in case follow up or clarification with you is necessary. However, an anonymous report may be more difficult to resolve.*

The incident I am reporting (check one):
- Happened to me
- Was witnessed by me
- Was reported to me in my role at the college
- Was reported to me informally afterwards

Date/ Time/Location of Incident: __________________________________________________________

Names, contact information of those involved and their roles (targeted individual, alleged offender, witness):

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<th>Name</th>
<th>Local or Campus Address/Phone</th>
<th>Role</th>
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*See end of document for the Unified Crime Reports’ definition of a hate crime.*
Describe in detail what happened (please attach additional pages if necessary):

You may email this form to citizenship@colby-sawyer.edu or drop it in campus mail to “Citizenship Education”
HATE CRIMES

The Uniform Crime Reports defines a hate crime as “a criminal act which was motivated by bias against any person or group of persons, or the property of any person or group of persons because of the ethnicity, race, national origin, religion, gender, sexual orientation, or disability of the person or group, or bias based upon the perception that the person or group has one or more of those characteristics.”

To satisfy Clery hate crime requirements, the college must report instances of following crimes when they are motivated by bias (either perceived or real):

- Murder and Non-negligent manslaughter
- Forcible sex offenses
- Non-forcible sex offenses
- Robbery
- Aggravated assault
- Burglary
- Motor vehicle theft
- Arson
- Larceny-theft
- Simple assault
- Intimidation
- Destruction/damage/vandalism of property