(PUT ON AGENCY LETTERHEAD)

**Determination of suitability to interact with participating minors**

Employee  Volunteer  Consultant/Contractor  Other: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name (first & last): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Previous names or aliases: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date of hire/contract/service agreement: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Step 1:**

ND Criminal History Record Check:

Date Completed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_

Criminal history registry for each state the individual lives, works, goes to school or has lived, worked or gone to school at any time during the last five years

Criminal history registry for each state in which he/she/they is expected to, or reasonably likely to, interact with a participating minor in the course of activities under this project:

State: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date Checked: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

State: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date Checked: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

State: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date Checked: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

State: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date Checked: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

State: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date Checked: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

State: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date Checked: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Step 2:**

Search (current name, all previous names and/or aliases) of the pertinent and reasonably accessible federal, state, and (if applicable) local and tribal sex offender and child abuse websites/public registries including the following:

the Dru Sjodin National Sex Offender Public Website ([www.nsopw.gov](http://www.nsopw.gov))

the website/public registry for each state (and/or tribe) in which the individual lives, works, or goes to school or has lived, worked, or gone to school at any time during the past five years

the website/public registry for each state (and/or tribe) in which the individual is expected to, or reasonably likely to, interact with a participating minor in the course of activities under this project

State/Tribe: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date Checked: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

State/Tribe: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date Checked: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

State/Tribe: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date Checked: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

State/Tribe: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date Checked: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

State/Tribe: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date Checked: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

State/Tribe: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date Checked: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Step 3:**

The following are additional factors that must be considered in determination of suitability (check all that apply to this individual):

Individual is not considered suitable based on other federal, state, tribal or local law

Individual is not considered suitable under the written policies and procedures of the subrecipient

Individual withheld consent to a criminal history search as required by grant conditions

Individual knowingly makes (or made) a false statement that affects, or is intended to affect, any search required by the grant condition for determining suitability

Individual is listed as a sex offender on the Dru Sjodin National Sex Offender Public Website

To the knowledge of the subrecipient has been convicted—whether as a felony or misdemeanor—under federal, state, tribal, or local law of any of the following crimes (or any substantially equivalent criminal offense, regardless of the specific words by which it may be identified in law):

* Sexual or physical abuse, neglect, or endangerment of an individual under the age of 18 at the time of the offense;
* Rape/sexual assault, including conspiracy to commit rape/sexual assault;
* Sexual exploitation, such as through child pornography or sex trafficking;
* Kidnapping;
* Voyeurism; or
* Is determined by a federal, state, tribal or local government agency not to be suitable

**Step 4:**

Individual Determined to be suitable (no factors in Step 3 are checked)

Individual determined not to be suitable (cannot interact with any participating minors in the grant funded program)

Date of Suitability Determination: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

Printed Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Title: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(The results of all required searches in Step 1 and Step 2 must not be completed earlier than six (6) months before determination regarding suitability)

This suitability determination is valid for 5 years or upon learning of information that reasonably may suggest unsuitability and, if appropriate, modify or withdraw that determination.