



## Suitability to Work and/or Interact with Minors Certification

Upon completion, email a copy of this form to:  
[CJgrants@fdle.state.fl.us](mailto:CJgrants@fdle.state.fl.us)

Subrecipients (at any tier) of federal funds may not permit individuals to interact with minors during the course of activities described in the subaward listed below, unless the subrecipient has first made a written determination of the suitability for the individual to interact with minors based on appropriate and current information described below. Subrecipients (at any tier) must update the searches described below, and reexamine each individual's suitability, every five (5) years. Based on the results of the searches described below, the subrecipient (at any tier) must modify or withdraw the suitability as appropriate.

Searches to certify an individual's suitability to interact with minors must include the review of the following, no more than six (6) months prior to the written determination:

1. Sex Offender and Child Abuse Registries, including:
  - a. Dru Sjodin National Sex Offender Public Site ([www.nsopw.gov](http://www.nsopw.gov));
  - b. State/Public registry in which the individual lives, works, goes to school, or has lived, worked or attended school in the past five years; and
  - c. State/Public registry in which the individual is expected to, or reasonably interact with minors in the course of the award activities.
2. Criminal History Registries, or similar repositories for criminal history records, including:
  - a. Fingerprint searches of pertinent state, local, and tribal repositories incorporating time period beginning five years prior to the date of the search;
  - b. Criminal history registry searches for each state in which the individual lives works, goes to school, or has lived, worked or attended school in the past five years; and
  - c. Criminal history registry searches for each state in which the individual is expected to, or reasonably interact with minors during the course of the award activities.

Subrecipients (at any tier) may not certify an individual as suitable to interact with minors on initial or re-examination review if the individual:

1. Withholds consent to a criminal history search under this condition;
2. Knowingly makes, or made, a false statement that affects, or is intended to affect, any search required by this condition;
3. Is a registered sex offender on the Dru Sjodin National Sex Offender Registry database;
4. Has been convicted (felony or misdemeanor) under federal, state, local, or tribal law of any of the following crimes, or substantially equivalent offense regardless of specific words identified in law:
  - a. Sexual or physical abuse, neglect, or endangerment on an individual under the age of 18 at the time of offense;
  - b. Rape/sexual assault, including conspiracy to commit rape or sexual assault;
  - c. Sexual exploitation, such as child pornography or sex trafficking;
  - d. Kidnapping;
  - e. Voyeurism; and/or
5. Is determined by a federal, state, local, or tribal government agency not to be suitable.

Subrecipients who feel their project is exempt from the suitability to work and/or interact with minors process should review the below definitions and provide a justification describing why they are exempt.

1. "Covered individual" means any individual (other than a participating minor, as defined in this condition, or a client of the recipient (or subrecipient)) who is expected, or reasonably likely, to interact with any participating minor (other than the individual's own minor children). A covered individual need not have any particular employment status or legal relationship with the recipient (or subrecipient). Such an individual might be an employee of a recipient (or subrecipient), but also might be (for example) a consultant, contractor, employee of a contractor, trainee, volunteer, or teacher.
2. "Participating minor." All individuals under 18 years of age within the set of individuals described in the scope section of this condition as it appears on the award document are participating minors.
3. "Interaction" includes physical contact, oral and written communication, and the transmission of images and sound, and may be in person or by electronic (or similar) means. But "interaction" does not include—
  - a. brief contact that is both unexpected by the recipient (or subrecipient) and unintentional on the part of the covered individual -- such as might occur when a postal carrier delivers mail to an administrative office.



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- b. personally-accompanied contact -- that is, infrequent or occasional contact (for example, by someone who comes to make a presentation) in the presence of an accompanying adult, pursuant to written policies and procedures of the recipient (or subrecipient) that are designed to ensure that -- throughout the contact -- an appropriate adult who has been determined to be suitable pursuant to this condition will closely and personally accompany, and remain continuously within view and earshot of, the covered individual.

The subrecipient feels this project is exempt from the suitability to work and/or interact with minors process due to the following reason(s):

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The Florida Department of Law Enforcement, Office of Criminal Justice Grants, as the designated passthrough entity for the federal funds under which this application will be awarded is required to monitor subrecipient compliance with this condition. In order to facilitate this monitoring, the subrecipient agrees to maintain a current "Suitability to Interact with Minors Tracking" form and provide it at the time of application, and upon request.

*As the duly authorized representative of the applicant, I acknowledge, understand and agree to abide by all provisions identified above. I understand failure to comply with the provisions and conditions related to suitability for interacting with minors may result in the withholding of funds, termination of the agreement, and/or other remedies for non-compliance identified in 2 CFR 200.339. Additionally, I understand documentation to verify compliance with the provisions must be maintained.*

Subrecipient:

Application Number:

Printed Name:

Title:

Signature:

Date: