

## Corporation for National and Community Service

## § 2551.29

vehicles and other properties used in the project.

(g) Establish record keeping/reporting systems in compliance with Corporation requirements that ensure quality of program and fiscal operations, facilitate timely and accurate submission of required reports and cooperate with Corporation evaluation and data collection efforts.

(h) Comply with and ensure that all volunteer stations comply with all applicable civil rights laws and regulations, including providing reasonable accommodation to qualified individuals with disabilities.

### **§ 2551.26 May a sponsor administer more than one program grant from the Corporation?**

A sponsor may administer more than one Corporation program.

EFFECTIVE DATE NOTE: At 72 FR 48583, Aug. 24, 2007, § 2551.26 was redesignated as § 2551.33, and a new § 2251.26 was added, effective Nov. 23, 2007. For the convenience of the user, the added text is set forth as follows:

#### **§ 2551.26 To whom does this part apply?**

This part applies to Senior Companion Sponsors when determining the suitability of Senior Companions, as well as to Senior Companion grant-funded employees who, on a recurring basis, have access to children, persons age 60 and older, or individuals with disabilities.

### **§ 2551.27 What two search components of the National Service Criminal History Check must I satisfy to determine an individual's suitability to serve in a covered position?**

Unless the Corporation approves an alternative screening protocol, in determining the suitability of an individual to serve as a Senior Companion or as a covered grant-funded employee, you are responsible for ensuring, unless prohibited by State law, that you conduct and document a National Service Criminal History Check, which consists of the following two search components:

(a) *State criminal registry search.* A search (by name or fingerprint) of the State criminal registry for the State in which the program operates and the State in which the individual resides at the time of application; and

(b) *National Sex Offender Public Registry.* A name-based search of the De-

partment of Justice (DOJ) National Sex Offender Public Registry (NSOPR).

[72 FR 48583, Aug. 24, 2007]

EFFECTIVE DATE NOTE: At 72 FR 48583, Aug. 24, 2007, § 2551.27 was added, effective Nov. 23, 2007.

### **§ 2551.28 When must I conduct a State criminal registry check and a NSOPR check on an individual in a covered position?**

(a) The State criminal registry check must be conducted on an individual who enrolls in, or is hired by, your program after the effective date of this regulation.

(b) The NSOPR check must be conducted on an individual who is serving, or applies to serve, in a covered position on or after the effective date of this regulation.

[72 FR 48583, Aug. 24, 2007; 72 FR 51009, Sept. 5, 2007]

EFFECTIVE DATE NOTE: At 72 FR 48583, Aug. 24, 2007, § 2551.28 was added, effective Nov. 23, 2007. At 72 FR 51009, Sept. 5, 2007, paragraphs (a) and (b) were corrected by replacing the phrase “the effective date of this regulation” with the phrase “November 23, 2007”.

### **§ 2551.29 What procedures must I follow in conducting a National Service Criminal History Check?**

You are responsible for ensuring that the following procedures are satisfied:

(a) Verify the individual's identity by examining the individual's government-issued photo identification card, such as a driver's license;

(b) Obtain prior, written authorization for the State criminal registry check and the appropriate sharing of the results of that check within the program from the individual (but not for the NSOPR check);

(c) Document the individual's understanding that selection into the program is contingent upon the organization's review of the individual's criminal history, if any;

(d) Provide a reasonable opportunity for the individual to review and challenge the factual accuracy of a result before action is taken to exclude the individual from the position;

(e) Provide safeguards to ensure the confidentiality of any information relating to the criminal history check,

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consistent with authorization provided by the individual; and

(f) Ensure that an individual, for whom the results of a required State criminal registry check are pending, is not permitted to have access to children, persons age 60 and older, or individuals with disabilities without being accompanied by an authorized program representative who has previously been cleared for such access.

[72 FR 48583, Aug. 24, 2007]

EFFECTIVE DATE NOTE: At 72 FR 48583, Aug. 24, 2007, §2551.29 was added, effective Nov. 23, 2007.

### § 2551.30 What documentation must I maintain regarding a National Service Criminal History Check?

You must:

(a) Document in writing that you verified the identity of the individual in a covered position by examining the individual's government-issued photo identification card, and that you conducted the required checks for the covered position; and

(b) Maintain the results of the National Service Criminal History check (unless precluded by State law) and document in writing that you considered the results in selecting the individual.

[72 FR 48583, Aug. 24, 2007]

EFFECTIVE DATE NOTE: At 72 FR 48583, Aug. 24, 2007, §2551.30 was added, effective Nov. 23, 2007.

### § 2551.31 Under what circumstances may I follow alternative procedures in conducting a State criminal registry check? (eff. 11-23-07)

(a) *FBI fingerprint-based check.* If you or your designee conduct and document a fingerprint-based criminal history check through the Federal Bureau of Investigation, you will be deemed to have satisfied the State criminal registry check requirement and do not need separate approval by the Corporation.

(b) *Name-based search.* If you conduct and document a name-based criminal history check through a source other than the FBI that, includes a check of the criminal records repository, in the State in which your program is operating, as well as in the State in which

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the individual lives, you will be deemed to have satisfied the State criminal registry check requirement and do not need separate approval by the Corporation.

(c) *Alternative search approval.* If you demonstrate that you are prohibited or otherwise precluded under State law from complying with a Corporation requirement relating to criminal history checks or that you can obtain substantially equivalent or better information through an alternative process, the Corporation will consider approving an alternative search protocol that you submit in writing to the Office of Grants Management. The Office of Grants Management will review the alternative protocol to ensure that it:

(1) Verifies the identity of the individual; and

(2) Includes a search of an alternative criminal database that is sufficient to identify the existence, or absence of, criminal offenses.

[72 FR 48583, Aug. 24, 2007]

EFFECTIVE DATE NOTE: At 72 FR 48583, Aug. 24, 2007, §2551.31 in Subpart C was redesignated as §2551.34 and a new §2551.31 was added and placed in Subpart B, effective Nov. 23, 2007. The text of the §2551.31 that remains in effect until Nov. 23, 2007 is in Subpart C.

### § 2551.32 Is an individual who refuses to consent to a State criminal registry check, or who makes a false statement in connection with a grantee's inquiry concerning the individual's criminal history, eligible to serve in a covered position?

An individual who refuses to consent to a State criminal registry check, or who makes a false statement in connection with a grantee's inquiry concerning the individual's criminal history, is not eligible to serve in a covered position.

[72 FR 48583, Aug. 24, 2007]

EFFECTIVE DATE NOTE: At 72 FR 48583, Aug. 24, 2007, §2551.32 was added, effective Nov. 23, 2007.