

Understanding the Determination of Suitability Award Condition

DIRECTORS DAY 2023

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What does this mean for you?

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When?

Condition applies when.....

- OVW and OVC funds are included in one or more of your awards.

**AND**

- Grant funded activities have the purpose of benefitting minors.

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**Who?**

- Who in your organization does this apply to?
- What does interaction mean?
- Who is a participating minor?

The following individuals are NOT included in this requirement:

- other participating minors, another client, a minor's parent

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**How?**

Programs must formally determine that someone is "suitable" to interact with minors through a comprehensive background check.

Specific requirements for background checks should include:

- A review of the previous 5 years
- Fingerprint based criminal history report
- Website checks
- Completed every 5 years

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**What?**

Programs must maintain written documentation on file, which includes:

- The person's name
- The date of background check results
- Date of suitability determination
- The determination of suitability
- Who made the determination

The determination should be made by someone with adequate knowledge of the awarded program, condition requirements, and the organization's background check policies.

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### What CVSSD Will Review

During the Monitoring process, fund coordinators will ask to review the following:

- Organization's policy (procedure, determination factors, frequency, search method)
- Documentation of determination
- Confirmation that the determination was made prior to interaction with minor(s)
- Confirmation that the determination is renewed every 5 year
- Documentation for subawards (showing special condition is met)

CVSSD will NOT review background check results.

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### Resources

**Preventing Child Sexual Abuse in Youth-Serving Organizations**, webinar by the National Children's Advocacy Center, available on OVW's website.

• [https://www.nationalcac.org/recorded\\_trainings/preventing-child-sexual-abuse-in-youth-serving-organizations/](https://www.nationalcac.org/recorded_trainings/preventing-child-sexual-abuse-in-youth-serving-organizations/)

**What You Need to Know About Background Screening, Guidebook** by DOJ's Office of Community Oriented Policing Services and National Center for Missing and Exploited Children.

• <https://cops.usdoj.gov/RIC/ric.php?page=detail&id=COPS-P260>

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