



## Civil Rights Training Certification of Completion

To ensure compliance with required Civil Rights training, recipients of U.S. Department of Justice funding through NYS Division of Criminal Justice are required to complete the online Civil Rights training and certify completion within the first 90 days after contract execution date. This certificate expires on the end date of the contract period.

Guidance on who should complete the training: This training requirement is to further the intent and awareness of the various federal laws and regulations regarding compliance with Civil Rights, and it also demonstrates that programs are making efforts to inform staff and the clients they serve about these various protections. How a program decides to designate staff that need to take this training is entirely up to them. Programs are encouraged to include the signatory and primary contact for each Department of Justice funded award along with the program managers/policy makers and the individual(s) in charge of hiring decisions for new staff. Programs may also choose to require this training of all federally funded staff.

On behalf of  I, ,  
certify I participated in and completed all six sessions of U.S. Department of Justice, Office for  
Civil Rights - Training for Grantees online at:  
<http://www.ojp.usdoj.gov/about/ocr/assistance.htm>

I completed the six sessions on . By signing, I swear the foregoing information is  
true and accurate. False statements contained herein are punishable as a class A misdemeanor  
pursuant to Penal Law Section 210.35.

Signature

Date

Please submit this form as an attachment to your project in the DCJS Grant Management System and notify your DCJS program representative.

