Important:
Equal Employment Opportunity Program (EEOP)
Requirements for Recipients of Federal Grants

1. Criteria Requiring Maintaining an EEO Plan on File

Grantees are required to maintain on file for review, as requested, an EEO Plan and Utilization Report **ONLY** when the following criteria are met:

- Grantee is a governmental agency or private business that employs 50 or employees; and
- has received an individual grant of $25,000 or more under the Safe Streets Act; and
- has three percent or more minorities in its service populations (if there is less than 3% minorities in an agency's services population, an EEO Plan and Utilization Report must still be developed and maintained, but should pertain to women in the workforce only).

2. Criteria Requiring the Submission of an EEOP Utilization Report

All grantees meeting the above criteria are required to submit an EEOP Utilization Report to the Office for Civil Rights, Office of Judicial Programs, Department of Justice.

> **Note: The above requirements DO NOT apply to not-for-profit agencies, Indian tribes, medical institutions, or educational institutions.**

3. Compliance

- If the grantee is required to submit the EEOP Utilization Report, they must do so within 120 days of the date of the award.
- All recipients, including those excluded above, must file an EEOP Certification Form.
- Both the Utilization Report and the Certification Form are to be filed online at: https://ojp.gov/about/ocr/eeop.htm.

If you have any questions about this requirement please contact your program representative for clarification.

Summary reference of a recipients' EEOP requirements:

If / Then	Does the recipient need to submit a Certification Form to OCR?	Does the recipient need to develop an EEOP?	Must the recipient submit an EEOP Utilization Report to OCR?
Recipient is a Medical or Educational Institution, Indian Tribe, or Nonprofit	YES	NO	NO
Largest individual grant received is less than $25,000	YES	NO	NO
Recipient has less than 50 employees	YES	NO	NO
None of the above	YES	YES	YES

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