**Program Name**: Click here to enter text.

**Staff Person Completing Form:** Click here to enter text.

**Date Completed:** Click here to enter a date.

OneStar requests that you self-certify that your program is in compliance with all required National Service Criminal History Check (NSCHC) components (NSOPW, State of Residence, State of Service/Work, and/or FBI Fingerprint Checks) for all staff members listed on either the CNCS or Grantee Share of your AmeriCorps budget before they charge time to the grant. For Full-Time Fixed Amount programs, this includes staff who have been described in the approved application narrative as performing program implementation activities and administering the program. These are known as “Covered Positions/Individuals.”

For information on the NSCHC requirements, you may visit:

<http://www.nationalservice.gov/build-your-capacity/grants/criminal-background-check-requirements>

**Please list each individual (first name, last name) who is considered to be in a “Covered Position” on your AmeriCorps program grant:**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Name (first name, last name) | Position Title | NSOPW completed, with dated screenshot or print-out on file? | Recurring Access to Vulnerable Populations? | State of Service Check Initiated or Completed? | State of Residence Check Initiated or Completed? | FBI Fingerprint-Based Check Initiated or Completed? |
| Click here to enter text. | Click here to enter text. | Y or N | Y or N. | Choose an item. | Choose an item. | Choose an item. |
| Click here to enter text. | Click here to enter text. | Y or N | Y or N. | Choose an item. | Choose an item. | Choose an item. |
| Click here to enter text. | Click here to enter text. | Y or N | Y or N. | Choose an item. | Choose an item. | Choose an item. |
| Click here to enter text. | Click here to enter text. | Y or N | Y or N. | Choose an item. | Choose an item. | Choose an item. |
| Click here to enter text. | Click here to enter text. | Y or N | Y or N. | Choose an item. | Choose an item. | Choose an item. |
| Click here to enter text. | Click here to enter text. | Y or N | Y or N. | Choose an item. | Choose an item. | Choose an item. |
| Click here to enter text. | Click here to enter text. | Y or N | Y or N. | Choose an item. | Choose an item. | Choose an item. |
| Click here to enter text. | Click here to enter text. | Y or N | Y or N. | Choose an item. | Choose an item. | Choose an item. |
| Click here to enter text. | Click here to enter text. | Y or N | Y or N. | Choose an item. | Choose an item. | Choose an item. |

If you have more staff to add, click on the bottom row, and click the “+” sign on the right hand side.