



Homeland Security

Civil Rights Evaluation Tool Submission Template

Item 2: Compliance Reviews

The U.S. Department of Homeland Security, Office for Civil Rights and Civil Liberties (CRCL) has developed this template to provide recipients with a resource for use when submitting information to complete Section 4, Item 2 of the Civil Rights Evaluation Tool. Recipients are **not required** to use the template when submitting responses.

Required Information: Provide a brief description of any civil rights compliance reviews regarding the recipient conducted during the two (2) year period before this award of DHS Federal financial assistance.

Check the box that reflects the accurate statement for your organization and provide the information below if applicable:

Our organization *has not* been subject to a civil rights compliance review conducted by an *external* entity during the reporting period. No additional information is required.

Our organization *has* been subject to a civil rights compliance review conducted by an *external* entity during the reporting period. If so, provide below:

- a summary of the review;
- a summary of any findings, compliance recommendations, or corrective actions made as a result of the review; and
- a summary of any ongoing monitoring as a result of the review.

TIP: A civil rights compliance review is a review conducted by an outside agency (such as a federal agency or humans rights commission) that examines how the recipient is ensuring nondiscrimination in its programs and activities.

TIP: For 2-year update submissions, report any reviews conducted since your last submission.

Enter review summary:



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Additional Resources:

CRCL's presentation on reporting [Complaints, Compliance Reviews, and Designated Staff](#), slides 21-23.