

EEO Reporting System Change

As a condition of receiving a MOVA-administered award, sub-recipient agencies must comply with the Office of Justice Programs' Office for Civil Rights (OCR) requirements related to the Equal Employment Opportunity Program (EEO). All MOVA grant sub-recipients must complete EEO requirements on an annual basis. We would like to share new guidance regarding changes in the platform used to complete this process.

OCR has released a new EEO Report Builder tool to assist agencies with meeting EEO reporting requirements. EEO Report Builder should be used to complete a Verification Form (formerly called a Certification Form) and a Utilization Report (if required). The Verification Form includes a Determination of EEO Reporting Requirements module that will confirm what your agency is required to submit to complete EEO requirements. Below please find links to the new reporting platforms and updated EEO Job Aids. The reporting platform is where you will complete all EEO-related requirements for your agency. The job aids provide step-by-step instructions on how to do so via the new reporting platforms.

Agencies that receive direct federal funding from the Department of Justice:

- Reporting platform - www.eeop.ocr.ojp.gov/cert/homepage
- EEO Job Aid - www.ojp.gov/EEOReportTool_JobAid
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Agencies that do not receive direct federal funding from the Department of Justice:

- Reporting platform - www.eeop.ocr.ojp.gov/certsub/homepage
- EEO Job Aid - www.ojp.gov/EEOSubrecipientReportTool_JobAid
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For more information, please visit [our website](#).

If you have any questions, please contact your program coordinator or the Monitoring and Compliance team at MOVAmonitoring@mass.gov.

Massachusetts Office for Victim Assistance | MOVA | MOVA@state.ma.us | Mass.gov/mova

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Massachusetts Office for Victim Assistance | One Ashburton Place Suite 1310, Boston, MA 02108

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