

# EEOP Short Form



Mon Oct 18 11:45:37 EDT 2010

## Step 1: Introductory Information

**Grant Title:** Bullet Proof Partnership Program **Grant Number:** 09046961  
**Grantee Name:** City of Sikeston **Award Amount:** \$10,500.00  
**Grantee Type:** Local Government Agency  
**Address:** 105 E. Center St.  
Sikeston, Missouri  
63801  
**Contact Person:** Karen Bailey **Telephone #:** 573-471-2512  
**Contact Address:** 105 E. Center St.  
Sikeston, Missouri  
63801  
**DOJ Grant Manager:** **DOJ Telephone #:**

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**Grant Title:** FY2010 Justice Assistance Grant **Grant Number:** 2010-DJ-BX-0555  
**Grantee Name:** City of Sikeston **Award Amount:** \$28,811.00  
**Grantee Type:** Local Government Agency  
**Address:** 105 E. Center St.  
Sikeston, Missouri  
63801  
**Contact Person:** Lt. Bill Mygatt **Telephone #:** 573-471-6200  
**Contact Address:** 215 N. New Madrid St.  
Sikeston, Missouri  
63801  
**DOJ Grant Manager:** **DOJ Telephone #:**

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**Grant Title:** Safe School Initiative **Grant Number:** SRTS-NI-H280(503)  
**Grantee Name:** City of Sikeston **Award Amount:** \$12,000.00  
**Grantee Type:** Local Government Agency  
**Address:** 105 E. Center St.  
Sikeston, Missouri  
63801  
**Contact Person:** Steve Lee **Telephone #:** 573-475-3731  
**Contact Address:** 105 E. Center St.  
Sikeston, Missouri  
63801  
**State Granting Agency:** Missouri Depart. of Transportation **Grant Number:** SRTS-NI-H280(503)

**Contact Name:** Todd B. Messenger, P.E.  
**Contact Address:** 2211 St. Mary's Blvd.  
Jefferson City, Missouri  
65102  
**Telephone #:** 573-751-4161

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<b>Grant Title:</b>	Safe Route to Schools	<b>Grant Number:</b>	SRTS-NIF-H280(503)
<b>Grantee Name:</b>	City of Sikeston	<b>Award Amount:</b>	\$212,500.00
<b>Grantee Type:</b>	Local Government Agency		
<b>Address:</b>	105 E. Center St. Sikeston, Missouri 63801		
<b>Contact Person:</b>	Steve Lee	<b>Telephone #:</b>	573-475-3731
<b>Contact Address:</b>	105 E. Center St. Sikeston, Missouri 63801		
<b>State Granting Agency:</b>	Missouri Dept. of Transportation	<b>Grant Number:</b>	
<b>Contact Name:</b>	Leanna Depue		
<b>Contact Address:</b>	2211 St. Mary's Blvd. Jefferson City, Missouri 65102		
<b>Telephone #:</b>	573-751-4161		

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### Policy Statement:

City of Sikeston, Missouri - City Code, Title 2, Chapter 2.03.040 - As specified in city ordinances and state or federal law, no person shall be appointed to or removed from, or in any way favored or discriminated against with respect to any city position or appointive city administrative office because of race, national origin, age, sex, disability, religion, or political affiliations.

City of Sikeston Personnel Policy, Chapter 20, Article #70.15(c): Position Appointment and Qualifying Period

Based on relatively equal qualifications of requirements set out in the job description, in support of affirmative action and equal opportunity employment, preference may be given to applicants in the following descending order of priority:

1. Minority Group (racial or sexual)
  2. Disabled: a. Veteran, b. All others
  3. Veteran of the U.S. Armed Services
  4. Persons over forty (40) years of age.
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## **Step 4b: Narrative Underutilization Analysis**

The results of the Utilization Analysis were reviewed by the Office of the City Manager, and underutilization of black/African American males and white females within the category of Protective Services Sworn was noted.

In analyzing this underutilization a number of factors come into play. Foremost is the fact Sikeston is the only community within Scott County which uses the public safety concept to address law enforcement and fire protection service needs. Applicants for Sikeston Public Safety positions must meet all educational requirements for State certification as police officers, as well as that for firefighters. Additionally, applicants must be able to adequately perform all physical requirements identified as essential functions of law enforcement and firefighting.

The higher standards required to perform as a public safety officer reduces the pool of qualified applicants within Scott County. Also, due to the fact individuals often prefer to work in either police or fire service, they decline Sikestons offers of employment upon learning they will be required to perform both law enforcement and fire service functions.

Another factor is the location of a State prison within 15 miles of Sikeston. Individuals employed by the State prison system receive higher wages and better benefits than those offered Public Safety Officers working city streets and fighting fires. This competition has severely limited the Citys ability to attract qualified minority applicants.

When seeking applicants from other parts of the State, Sikeston is hindered by its inability to provide compensation levels equivalent to those in out-state Missouri. Additionally, many minority applicants do not wish to reside in a small rural community with its limited educational, cultural and entertainment venues, when provided the opportunity to live and work in St. Louis, Kansas City, Springfield or Columbia.

## **Step 5 & 6: Objectives and Steps**

### **1. Our objective will be to increase minority employment of black males and white females within the Department of Public Safety.**

- a. Due to economic conditions in Sikeston, a hiring freeze has been in place since 2009. Upon resumption of hiring, a representative of the Citys HR Office will serve as a liaison and outreach coordinator with the Southeast Missouri State Universitys Law Enforcement Academy and will make contact with qualified black/African-American males and white females seeking employment as a public safety officer.
- b. Upon resumption of hiring, the Citys HR Director will notify the local NAACP representative of openings within Sikestons Department of Public Safety, and seek the NAACPs assistance in locating and placing qualified applicants.
- c. The City of Sikeston will continue offering its annual Minority Scholarship to Southeast Missouri State University. This scholarship provides on-going tuition assistance to qualified minority applicants seeking a career in law enforcement or fire service. Upon successful graduation from Southeast Missouri State University the applicant agrees to be employed by the Sikeston Department of Public Safety for two years.
- d. Upon resumption of hiring, the City of Sikeston will advertise openings within Public Safety in both local and regional newspapers, in an effort to recruit qualified minority applicants.

## **Step 7a: Internal Dissemination**

The EEOP Short Form shall be posted on the City Employee web site.

The availability of the EEOP Short Form will be made known to City Employees via email.

A copy of the EEOP Short Form will be distributed to the City Manager, HR Director and all Department Heads.

**Step 7b: External Dissemination**

Copies of the EEOP Short Form shall be available for review at the Office of the City Clerk.

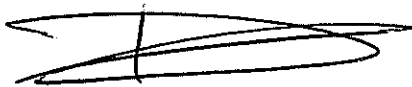
**Utilization Analysis Chart**  
**Relevant Labor Market: Scott County, Missouri**

Job Categories	Male						Female							
	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races
<b>Officials/Administrators</b>														
Workforce #/%	9/64%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	5/36%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	1,530/63%	8/0%	40/2%	0/0%	4/0%	0/0%	0/0%	785/32%	0/0%	45/2%	0/0%	4/0%	0/0%	0/0%
Utilization #/%	1%	-0%	-2%	0%	-0%	0%	0%	3%	0%	-2%	0%	-0%	0%	0%
<b>Professionals</b>														
Workforce #/%	2/67%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	1/33%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	540/30%	0/0%	25/1%	10/1%	15/1%	0/0%	10/1%	1,170/64%	4/0%	40/2%	0/0%	4/0%	0/0%	10/1%
Utilization #/%	37%	0%	-1%	-1%	-1%	0%	-1%	-3/1%	-0%	-2%	0%	-0%	0%	-1%
<b>Technicians</b>														
Workforce #/%	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/
CLS #/%	135/25%	0/0%	4/1%	0/0%	0/0%	0/0%	0/0%	360/67%	0/0%	35/7%	0/0%	0/0%	0/0%	0/0%
Utilization #/%														
<b>Protective Services: Sworn</b>														
Workforce #/%	68/92%	0/0%	1/1%	0/0%	1/1%	0/0%	0/0%	1/1%	0/0%	3/4%	0/0%	0/0%	0/0%	0/0%
CLS #/%	165/77%	0/0%	20/9%	0/0%	0/0%	0/0%	0/0%	25/12%	0/0%	4/2%	0/0%	0/0%	0/0%	0/0%
Utilization #/%	15%	0%	-8%	0%	1%	0%	0%	-10%	0%	2%	0%	0%	0%	0%
<b>Protective Services: Non-sworn</b>														
Workforce #/%	1/17%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	5/83%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Civilian Labor Force #/%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	4/100%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Utilization #/%	17%	0%	0%	0%	0%	0%	0%	-17%	0%	0%	0%	0%	0%	0%
<b>Administrative Support</b>														
Workforce #/%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	9/75%	0/0%	3/25%	0/0%	0/0%	0/0%	0/0%
CLS #/%	1,090/24%	8/0%	25/1%	4/0%	0/0%	0/0%	0/0%	3,105/70%	25/1%	185/4%	4/0%	4/0%	0/0%	15/0%
Utilization #/%	-24%	-0%	-1%	-0%	0%	0%	0%	5%	-1%	21%	-0%	-0%	0%	-0%
<b>Skilled Craft</b>														
Workforce #/%	14/93%	0/0%	1/7%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	1,935/89%	14/1%	70/3%	10/0%	4/0%	0/0%	0/0%	130/6%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%

Job Categories	Male						Female							
	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races
Utilization #/%	4%	-1%	3%	-0%	-0%	0%	0%	-6%	0%	0%	0%	0%	0%	0%
<b>Service/Maintenance</b>														
Workforce #/%	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/
C.L.S. #/%	3,780/50%	60/1%	430/6%	4/0%	4/0%	0/0%	0/0%	2,745/36%	35/0%	545/7%	0/0%	10/0%	0/0%	4/0%
Utilization #/%														

I understand the regulatory obligation under 28 C.F.R. 42.301-.308 to collect and maintain extensive employment data by race, national origin, and sex, even though our organization may not use all of this data in completing the EEOP Short Form.

I have reviewed the foregoing EEOP Short Form and certify the accuracy of the reported workforce data and our organization's employment policies.



[signature]

CITY MANAGER

[title]

10-18-10

[date]



**CERTIFICATION FORM**

Recipient Name and Address: City of Sikeston, 105 E. Center St., Sikeston, MO 63801

Grant Title: Bullet Proof Partnership Program Grant Number: 09046961 Award Amount: \$10,500

Contact Person Name and Title: Karen Bailey, City Treasurer Phone Number: (573) 471-2512

Federal regulations require recipients of financial assistance from the Office of Justice Programs (OJP), its component agencies, and the Office of Community Oriented Policing Services (COPS) to prepare, maintain on file, submit to OJP for review, and implement an Equal Employment Opportunity Plan (EEOP) in accordance with 28 C.F.R §§ 42.301-308. The regulations exempt some recipients from all of the EEOP requirements. Other recipients, according to the regulations, must prepare, maintain on file and implement an EEOP, but they do not need to submit the EEOP to OJP for review. Recipients that claim a complete exemption from the EEOP requirement must complete Section A below. Recipients that claim the limited exemption from the submission requirement, must complete Section B below. A recipient should complete either Section A or Section B, not both. If a recipient receives multiple OJP or COPS grants, please complete a form for each grant, ensuring that any EEOP recipient certifies as completed and on file (if applicable) has been prepared within two years of the latest grant. Please send the completed form(s) to the Office for Civil Rights, Office of Justice Programs, U.S. Department of Justice, 810 7<sup>th</sup> Street, N.W., Washington, D.C. 20531. For assistance in completing this form, please call (202)307-0690 or TTY (202) 307-2027.

**Section A- Declaration Claiming Complete Exemption from the EEOP Requirement. Please check all the boxes that apply.**

- |  |   |
|--|---|
| <input type="checkbox"/> Recipient has less than 50 employees,   | <input type="checkbox"/> Recipient is an Indian tribe,                      |
| <input type="checkbox"/> Recipient is a non-profit organization, | <input type="checkbox"/> Recipient is an educational institution, or        |
| <input type="checkbox"/> Recipient is a medical institution,     | <input type="checkbox"/> Recipient is receiving an award less than \$25,000 |

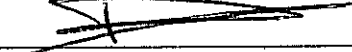
I, \_\_\_\_\_ [responsible official], certify that \_\_\_\_\_ [recipient] is not required to prepare an EEOP for the reason(s) checked above, pursuant to 28 C.F.R §42.302. I further certify that \_\_\_\_\_ [recipient] will comply with applicable Federal civil rights laws that prohibit discrimination in employment and in the delivery of services.

Print or type Name and Title	Signature	Date
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**Section B- Declaration Claiming Exemption from the EEOP Submission Requirement and Certifying That an EEOP Is on File for Review.**

If a recipient agency has 50 or more employees and is receiving a single award or subaward for \$25,000 or more, but less than \$500,000, then the recipient agency does not have to submit an EEOP to OJP for review as long as it certifies the following (42 C.F.R. § 42.305):

I, Doug Friend [responsible official], certify that the City of Sikeston [recipient], which has 50 or more employees and is receiving a single award or subaward for \$25,000 or more, but less than \$500,000, has formulated an EEOP in accordance with 28 CFR §42.301, et seq., subpart E. I further certify that the EEOP has been formulated and signed into effect within the past two years by the proper authority and that it is available for review. The EEOP is on file in the office of: City of Sikeston [organization], at 105 E. Center Street, Sikeston, MO 63801 [address], for review by the public and employees or for review or audit by officials of the relevant state planning agency or the Office for Civil Rights, Office of Justice Programs, U. S. Department of Justice, as required by relevant laws and regulations.

<u>Doug Friend, City Manager</u>		<u>10/19/10</u>
Print or type Name and Title	Signature	Date

**CERTIFICATION FORM**

Recipient Name and Address: City of Sikeston 105 E. Center St., Sikeston, MO 63801

Grant Title: FY2010 Justice Assistance Grant Grant Number: 2010-DJ-BX-0555 Award Amount: \$28,811

Contact Person Name and Title: Lt. Bill Mygatt, DPS Phone Number: (573) 471-6200

Federal regulations require recipients of financial assistance from the Office of Justice Programs (OJP), its component agencies, and the Office of Community Oriented Policing Services (COPS) to prepare, maintain on file, submit to OJP for review, and implement an Equal Employment Opportunity Plan (EEOP) in accordance with 28 C.F.R §§ 42.301-.308. The regulations exempt some recipients from all of the EEOP requirements. Other recipients, according to the regulations, must prepare, maintain on file and implement an EEOP, but they do not need to submit the EEOP to OJP for review. Recipients that claim a complete exemption from the EEOP requirement must complete Section A below. Recipients that claim the limited exemption from the submission requirement, must complete Section B below. A recipient should complete either Section A or Section B, not both. If a recipient receives multiple OJP or COPS grants, please complete a form for each grant, ensuring that any EEOP recipient certifies as completed and on file (if applicable) has been prepared within two years of the latest grant. Please send the completed form(s) to the Office for Civil Rights, Office of Justice Programs, U.S. Department of Justice, 810 7<sup>th</sup> Street, N.W., Washington, D.C. 20531. For assistance in completing this form, please call (202)307-0690 or TTY (202) 307-2027.

**Section A- Declaration Claiming Complete Exemption from the EEOP Requirement.** Please check all the boxes that apply.

- |  |   |
|--|---|
| <input type="checkbox"/> Recipient has less than 50 employees,   | <input type="checkbox"/> Recipient is an Indian tribe,                      |
| <input type="checkbox"/> Recipient is a non-profit organization, | <input type="checkbox"/> Recipient is an educational institution, or        |
| <input type="checkbox"/> Recipient is a medical institution,     | <input type="checkbox"/> Recipient is receiving an award less than \$25,000 |

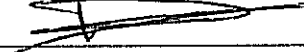
I, \_\_\_\_\_ [responsible official], certify that \_\_\_\_\_ [recipient] is not required to prepare an EEOP for the reason(s) checked above, pursuant to 28 C.F.R §42.302. I further certify that \_\_\_\_\_ [recipient] will comply with applicable Federal civil rights laws that prohibit discrimination in employment and in the delivery of services.

Print or type Name and Title	Signature	Date
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**Section B- Declaration Claiming Exemption from the EEOP Submission Requirement and Certifying That an EEOP Is on File for Review.**

If a recipient agency has 50 or more employees and is receiving a single award or subaward for \$25,000 or more, but less than \$500,000, then the recipient agency does not have to submit an EEOP to OJP for review as long as it certifies the following (42 C.F.R. § 42.305):

I, Doug Friend [responsible official], certify that the City of Sikeston [recipient], which has 50 or more employees and is receiving a single award or subaward for \$25,000 or more, but less than \$500,000, has formulated an EEOP in accordance with 28 CFR §42.301, et seq., subpart E. I further certify that the EEOP has been formulated and signed into effect within the past two years by the proper authority and that it is available for review. The EEOP is on file in the office of: City of Sikeston [organization], at 105 E. Center Street, Sikeston, MO 63801 [address], for review by the public and employees or for review or audit by officials of the relevant state planning agency or the Office for Civil Rights, Office of Justice Programs, U. S. Department of Justice, as required by relevant laws and regulations.

<u>Doug Friend, City Manager</u>		<u>10/19/10</u>
Print or type Name and Title	Signature	Date

**CERTIFICATION FORM**

Recipient Name and Address: City of Sikeston, 105 E. Center St., Sikeston, MO 63801

Grant Title: Safe School Initiative Grant Number: SRTS-NI-H280 (503) Award Amount: \$12,000

Contact Person Name and Title: Steve Lee, Street Supt. Phone Number: (573) 475-3731

Federal regulations require recipients of financial assistance from the Office of Justice Programs (OJP), its component agencies, and the Office of Community Oriented Policing Services (COPS) to prepare, maintain on file, submit to OJP for review, and implement an Equal Employment Opportunity Plan (EEOP) in accordance with 28 C.F.R §§ 42.301-.308. The regulations exempt some recipients from all of the EEOP requirements. Other recipients, according to the regulations, must prepare, maintain on file and implement an EEOP, but they do not need to submit the EEOP to OJP for review. Recipients that claim a complete exemption from the EEOP requirement must complete Section A below. Recipients that claim the limited exemption from the submission requirement, must complete Section B below. A recipient should complete either Section A or Section B, not both. If a recipient receives multiple OJP or COPS grants, please complete a form for each grant, ensuring that any EEOP recipient certifies as completed and on file (if applicable) has been prepared within two years of the latest grant. Please send the completed form(s) to the Office for Civil Rights, Office of Justice Programs, U.S. Department of Justice, 810 7<sup>th</sup> Street, N.W., Washington, D.C. 20531. For assistance in completing this form, please call (202)307-0690 or TTY (202) 307-2027.

**Section A- Declaration Claiming Complete Exemption from the EEOP Requirement.** Please check all the boxes that apply.

- |  |   |
|--|---|
| <input type="checkbox"/> Recipient has less than 50 employees,   | <input type="checkbox"/> Recipient is an Indian tribe,                      |
| <input type="checkbox"/> Recipient is a non-profit organization, | <input type="checkbox"/> Recipient is an educational institution, or        |
| <input type="checkbox"/> Recipient is a medical institution,     | <input type="checkbox"/> Recipient is receiving an award less than \$25,000 |

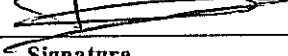
I, \_\_\_\_\_ [responsible official], certify that \_\_\_\_\_ [recipient] is not required to prepare an EEOP for the reason(s) checked above, pursuant to 28 C.F.R §42.302. I further certify that \_\_\_\_\_ [recipient] will comply with applicable Federal civil rights laws that prohibit discrimination in employment and in the delivery of services.

<u>Print or type Name and Title</u>	<u>Signature</u>	<u>Date</u>
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**Section B- Declaration Claiming Exemption from the EEOP Submission Requirement and Certifying That an EEOP Is on File for Review.**

If a recipient agency has 50 or more employees and is receiving a single award or subaward for \$25,000 or more, but less than \$500,000, then the recipient agency does not have to submit an EEOP to OJP for review as long as it certifies the following (42 C.F.R. § 42.305):

I, Doug Friend [responsible official], certify that the City of Sikeston [recipient], which has 50 or more employees and is receiving a single award or subaward for \$25,000 or more, but less than \$500,000, has formulated an EEOP in accordance with 28 CFR §42.301, et seq., subpart E. I further certify that the EEOP has been formulated and signed into effect within the past two years by the proper authority and that it is available for review. The EEOP is on file in the office of: City of Sikeston [organization], at 105 E. Center Street, Sikeston, MO 63801 [address], for review by the public and employees or for review or audit by officials of the relevant state planning agency or the Office for Civil Rights, Office of Justice Programs, U. S. Department of Justice, as required by relevant laws and regulations.

<u>Doug Friend, City Manager</u>		<u>10/19/10</u>
<u>Print or type Name and Title</u>	<u>Signature</u>	<u>Date</u>

**CERTIFICATION FORM**

Recipient Name and Address: City of Sikeston, 105 E. Center St., Sikeston, MO 63801

Grant Title: Safe Route to Schools Grant Number: SRTS-NIF-H280 (503) Award Amount: \$212,500

Contact Person Name and Title: Steve Lee, Street Supt. Phone Number: (573) 475-3731

Federal regulations require recipients of financial assistance from the Office of Justice Programs (OJP), its component agencies, and the Office of Community Oriented Policing Services (COPS) to prepare, maintain on file, submit to OJP for review, and implement an Equal Employment Opportunity Plan (EEOP) in accordance with 28 C.F.R §§ 42.301-308. The regulations exempt some recipients from all of the EEOP requirements. Other recipients, according to the regulations, must prepare, maintain on file and implement an EEOP, but they do not need to submit the EEOP to OJP for review. Recipients that claim a complete exemption from the EEOP requirement must complete Section A below. Recipients that claim the limited exemption from the submission requirement, must complete Section B below. A recipient should complete either Section A or Section B, not both. If a recipient receives multiple OJP or COPS grants, please complete a form for each grant, ensuring that any EEOP recipient certifies as completed and on file (if applicable) has been prepared within two years of the latest grant. Please send the completed form(s) to the Office for Civil Rights, Office of Justice Programs, U.S. Department of Justice, 810 7<sup>th</sup> Street, N.W., Washington, D.C. 20531. For assistance in completing this form, please call (202)307-0690 or TTY (202) 307-2027.

**Section A- Declaration Claiming Complete Exemption from the EEOP Requirement. Please check all the boxes that apply.**

- |  |   |
|--|---|
| <input type="checkbox"/> Recipient has less than 50 employees,   | <input type="checkbox"/> Recipient is an Indian tribe,                      |
| <input type="checkbox"/> Recipient is a non-profit organization, | <input type="checkbox"/> Recipient is an educational institution, or        |
| <input type="checkbox"/> Recipient is a medical institution,     | <input type="checkbox"/> Recipient is receiving an award less than \$25,000 |

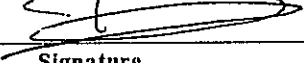
I, \_\_\_\_\_ [responsible official], certify that \_\_\_\_\_ [recipient] is not required to prepare an EEOP for the reason(s) checked above, pursuant to 28 C.F.R. §42.302. I further certify that \_\_\_\_\_ [recipient] will comply with applicable Federal civil rights laws that prohibit discrimination in employment and in the delivery of services.

Print or type Name and Title	Signature	Date
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**Section B- Declaration Claiming Exemption from the EEOP Submission Requirement and Certifying That an EEOP Is on File for Review.**

If a recipient agency has 50 or more employees and is receiving a single award or subaward for \$25,000 or more, but less than \$500,000, then the recipient agency does not have to submit an EEOP to OJP for review as long as it certifies the following (42 C.F.R. § 42.305):

I, Doug Friend [responsible official], certify that the City of Sikeston [recipient], which has 50 or more employees and is receiving a single award or subaward for \$25,000 or more, but less than \$500,000, has formulated an EEOP in accordance with 28 CFR §42.301, et seq., subpart E. I further certify that the EEOP has been formulated and signed into effect within the past two years by the proper authority and that it is available for review. The EEOP is on file in the office of: City of Sikeston [organization], at 105 E. Center Street, Sikeston, MO 63801 [address], for review by the public and employees or for review or audit by officials of the relevant state planning agency or the Office for Civil Rights, Office of Justice Programs, U. S. Department of Justice, as required by relevant laws and regulations.

<u>Doug Friend, City Manager</u>		<u>10/19/10</u>
Print or type Name and Title	Signature	Date