

EEOP Utilization Report



Tue Apr 08 13:23:01 EDT 2014

Step 1: Introductory Information

Grant Title: Adult Felony Drug Court **Grant Number:** 2013-DC-BX-0031
Grantee Name: Clayton County **Award Amount:** \$198,901.00
Grantee Type: Local Government Agency
Address: 112 Smith Street
Jonesboro, Georgia
30236
Contact Person: Deborah Boddie (Superior Court) **Telephone #:** 770-347-0181
Contact Address: Harold R Banke Justice Ctr-9151 Tara Blvd
Jonesboro, Georgia
30236

DOJ Grant Manager: _____ **DOJ Telephone #:** _____

Grant Title: Adult Felony Drug Court (JAG) **Grant Number:** 2009-DC-BX-0067
Grantee Name: Clayton County **Award Amount:** \$221,349.00
Grantee Type: Local Government Agency
Address: 112 Smith Street
Jonesboro, Georgia
30236
Contact Person: Deborah Boddie (Superior Court) **Telephone #:** 770-347-0181
Contact Address: Harold R. Banke Justice Ctr-9151 Tara Blvd.
Jonesboro, Georgia
30236

DOJ Grant Manager: _____ **DOJ Telephone #:** _____

Grant Title: Violence Against Women Act (VAWA) **Grant Number:** W13-8-044
Grantee Name: Clayton County **Award Amount:** \$70,000.00
Grantee Type: Local Government Agency
Address: 112 Smith Street
Jonesboro, Georgia
30236
Contact Person: Monique Smith (District Attorney's Off) **Telephone #:** 770-603-4166
Contact Address: Harold R. Banke Justice Ctr-9151Tara Blvd
Jonesboro, Georgia
30236

DOJ Grant Manager: _____ **DOJ Telephone #:** _____

Grant Title: Edward Byrne Memorial Justice Assistance Grant
Grant Number: 2011-DJ-BX-2866
Grantee Name: Clayton County
Award Amount: \$133,788.00
Grantee Type: Local Government Agency
Address: 112 Smith Street
Jonesboro, Georgia
30236
Contact Person: Tim Owens (Police Dept)
Telephone #: 770-473-3985
Contact Address: 7930 North McDonough Street
Jonesboro, Georgia
30236

DOJ Grant Manager:

DOJ Telephone #:

Grant Title: Victims of Crime Act (VOCA)
Grant Number: C13-8-048
Grantee Name: Clayton County
Award Amount: \$77,192.00
Grantee Type: Local Government Agency
Address: 112 Smith Street
Jonesboro, Georgia
30236
Contact Person: Monique Smith (District Attorney's Off)
Telephone #: 770-603-4166
Contact Address: Harold R. Banke Justice Ctr-9151 Tara Blvd
Jonesboro, Georgia
30236

DOJ Grant Manager:

DOJ Telephone #:

Grant Title: Edward Byrne Memorial Justice Assistance Grant
Grant Number: 2012-DJ-BX-0521
Grantee Name: Clayton County
Award Amount: \$103,932.00
Grantee Type: Local Government Agency
Address: 112 Smith Street
Jonesboro, Georgia
30236
Contact Person: Tim Owens (Police Dept)
Telephone #: 770-473-3985
Contact Address: 7930 North McDonough Street
Jonesboro, Georgia
30236

DOJ Grant Manager:

DOJ Telephone #:

Grant Title: Victims of Crime Act (VOCA) **Grant Number:** C12-8-036
Grantee Name: Clayton County **Award Amount:** \$35,825.00
Grantee Type: Local Government Agency
Address: 112 Smith Street
Jonesboro, Georgia
30236
Contact Person: Jenitha Gouch (Solicitor General's Off) **Telephone #:** 770-473-5808
Contact Address: Harold R. Banke Justice Ctr-9151 Tara Blvd
Jonesboro, Georgia
30236

DOJ Grant Manager: **DOJ Telephone #:**

Grant Title: Mental Health Collaborative Program Planning Grant **Grant Number:** 2012-MO-BX-0015
Grantee Name: Clayton County **Award Amount:** \$50,000.00
Grantee Type: Local Government Agency
Address: 112 Smith Street
Jonesboro, Georgia
30236
Contact Person: Keshia Floyd (Probate Court) **Telephone #:** 770-473-5764
Contact Address: 121 South McDonough Street
Jonesboro, Georgia
30236

DOJ Grant Manager: **DOJ Telephone #:**

Grant Title: Edward Byrne Memorial Justice Assistance Grant **Grant Number:** 2010-DJ-BX-1660
Grantee Name: Clayton County **Award Amount:** \$165,451.00
Grantee Type: Local Government Agency
Address: 112 Smith Street
Jonesboro, Georgia
30236
Contact Person: Tim Owens (Police Dept) **Telephone #:** 770-473-3985
Contact Address: 7930 North McDonough Street
Jonesboro, Georgia
30236

DOJ Grant Manager: **DOJ Telephone #:**

Grant Title:	Edward Byrne Memorial Justice Assistance Grant	Grant Number:	2013-BJA-3031
Grantee Name:	Clayton County	Award Amount:	\$93,871.00
Grantee Type:	Local Government Agency		
Address:	112 Smith Street Jonesboro, Georgia 30236		
Contact Person:	Tim Owens (Police Dept)	Telephone #:	770-473-3985
Contact Address:	7930 North McDonough Street Jonesboro, Georgia 30236		

DOJ Grant Manager:

DOJ Telephone #:

Grant Title:	Victims of Crime Act (VOCA) & Court Appointed Special Advocate (CASA)	Grant Number:	C12-8-165
Grantee Name:	Clayton County	Award Amount:	\$33,472.00
Grantee Type:	Local Government Agency		
Address:	112 Smith Street Jonesboro, Georgia 30236		
Contact Person:	Ashley Martin (Juvenile Court)	Telephone #:	770-473-5852
Contact Address:	Harold R. Banke Justice Ctr-9151 Tara Blvd Jonesboro, Georgia 30236		

DOJ Grant Manager:

DOJ Telephone #:

Policy Statement:

It is the policy of Clayton County Government to comply and cooperate to the fullest extent with all applicable regulations of the Equal Employment Opportunity Provisions of the Civil Rights Act of 1964, Executive Order 11246, the Rehabilitation Act of 1973 (29 U.S.C. 793), the Americans with Disabilities Act (ADA) of June 26, 1990, and the Vietnam Era Veterans Readjustment Assistance Act of 1972, all as amended. This policy pertains, as far as, the responsibility of Clayton County Government is concerned, to any arrangement under which employees, including trainees, are selected for work. It is the policy of Clayton County Government not to discriminate against any employee or applicant for employment because of race, religion, color, age, sex, and national origin, disabilities, sexual orientation, or any protected-class status. Clayton County will take action to assure an equal employment opportunity to all qualified persons or employees. Clayton County, Georgia is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the County will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.

Step 4b: Narrative Underutilization Analysis

In reviewing the Utilization Analysis Chart, the Clayton County Human Resources Department made the following observations:

The greatest areas of concern for Clayton County are Black/Female Technicians which are underutilized by 17%, however, there is a significant decline from the previous underutilization rate of 34%. Additionally, White and Black males are underutilized at 13% each in the job category of Administrative Support. Also significant, is the underutilization of White/Females at 10% and Black/Females at 19% in the job category of Protective Services/Sworn while Hispanic/Males are underutilized at 10% in the Skilled Craft category.

In comparing the EEO Utilization Report submitted to OCR in October 2010, we were able to track significant improvements in the recruitment and retention of Black/Females in the Officials/Administrators, Professionals, Technicians, and Administrative Support Job Categories and Black/Males in the Officials/Administrators, Technicians, and Protective Services-Sworn. Clayton County has a low underutilization percentage rate for White, Hispanic, and Asian females due to constant recruiting and retention efforts. However, there is a utilization percentage decline in all Job Categories for White/Males except for Administrative Support which remains somewhat unchanged.

Step 5 & 6: Objectives and Steps

1. It continues to be the objective of the County to monitor its employment activity to assure all racial and gender groups are represented within Clayton County Government in the numbers and proportions that reflect their representation in the community at large.

a. The Clayton County Human Resources will continue to advertise vacant positions on the County's website, at each County Department and County Library branches, various branches of the Georgia Department of Labor, various recruiting centers for military personnel, such as, American Jobs for America's Heroes (AJAH), and Georgia Local Government Association (GLGA). Additionally, positions are advertised in the Atlanta Journal and Constitution, Clayton News Daily, various trade publications, Monster, Latin American Association, Hot Jobs, and many others depending on the position.

2. The primary objective for Clayton County is to reduce the underutilization of the following: Black/Females in the Technician and Protective Services/Sworn categories; White/Females in the Protective Services/Sworn category; White-Black/Males in the Administrative Support category; and Hispanic/Males in the Skilled Craft category.

a. To address female underrepresentation in Protective Services/Sworn, the Human Resources Department will continue to partner with the public safety departments to reach out and attract qualified female applicants particularly white and black females. To address the Black/female(17%) and white/female(4%) underrepresentation in the Technician job category, we will partner with the County Information Technology Department to attract qualified female applicants. To address Hispanic/male underutilization in Skilled Craft positions, we will work closely with our Buildings Maintenance Department to attract and recruit qualified Hispanic applicants. To address White-Black/males in the Administrative Support category, the County will utilize the advertisement in various Georgia Department of Labor locations, military personnel recruiting branches, such as, the AJAH, and the Georgia Local Government Association."Please see the attached hard copy document" for additional relevant information.

Step 7a: Internal Dissemination

Each Department Director will be given two (2) copies of the Equal Employment Opportunity Plan (EEO). One (1) copy will be used for the Director's reference and one (1) copy to be posted in the department. Copies will be made available to employees upon request.

Step 7b: External Dissemination

A copy of the Equal Employment Opportunity Plan (EEOP) will be placed on the Countys Human Resources website. All advertising, job announcements, etc., will indicate that the County is an Equal Opportunity Employer (EOE).

Utilization Analysis Chart
Relevant Labor Market: Clayton County, Georgia

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	Other	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races	Other
	#/ %	#/ %	#/ %	#/ %	#/ %	#/ %	#/ %	#/ %	#/ %	#/ %	#/ %	#/ %	#/ %	#/ %	#/ %	#/ %
Officials/Administrators																
Workforce #/%	45/34%	1/1%	33/25%	0/0%	0/0%	0/0%	0/0%	0/0%	20/15%	1/1%	32/24%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	3,655/36%	310/3%	1,595/16%	20/0%	185/2%	0/0%	30/0%	35/0%	1,835/18%	190/2%	2,140/21%	0/0%	95/1%	0/0%	0/0%	10/0%
Utilization #/%	-2%	-2%	9%	-0%	-2%	0%	-0%	-0%	-3%	-1%	3%	0%	-1%	0%	0%	-0%
Professionals																
Workforce #/%	135/33%	6/1%	83/21%	0/0%	2/0%	0/0%	0/0%	0/0%	74/18%	3/1%	96/24%	0/0%	4/1%	0/0%	0/0%	0/0%
CLS #/%	4,490/30%	310/2%	2,065/14%	15/0%	250/2%	0/0%	60/0%	60/0%	2,770/18%	185/1%	4,395/29%	0/0%	230/2%	4/0%	175/1%	85/1%
Utilization #/%	4%	-1%	7%	-0%	-1%	0%	-0%	-0%	0%	-0%	-5%	0%	-1%	-0%	-1%	-1%
Technicians																
Workforce #/%	90/42%	3/1%	58/27%	0/0%	2/1%	0/0%	0/0%	0/0%	24/11%	0/0%	38/18%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	465/24%	20/1%	340/18%	4/0%	20/1%	0/0%	0/0%	4/0%	295/15%	0/0%	670/35%	0/0%	100/5%	0/0%	0/0%	0/0%
Utilization #/%	18%	0%	9%	-0%	-0%	0%	0%	-0%	-4%	0%	-17%	0%	-5%	0%	0%	0%
Protective Services: Sworn-Officials																
Workforce #/%	114/49%	7/3%	77/33%	0/0%	1/0%	0/0%	0/0%	0/0%	17/7%	1/0%	16/7%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	1,165/41%	55/2%	715/25%	20/1%	45/2%	0/0%	55/2%	30/1%	180/6%	0/0%	565/20%	0/0%	45/2%	0/0%	0/0%	0/0%
Utilization #/%	8%	1%	8%	-1%	-1%	0%	-2%	-1%	1%	0%	-13%	0%	-2%	0%	0%	0%
Protective Services: Sworn-Patrol Officers																
Workforce #/%	105/33%	10/3%	151/47%	0/0%	4/1%	3/1%	0/0%	0/0%	11/3%	0/0%	36/11%	0/0%	0/0%	0/0%	0/0%	0/0%
Civilian Labor Force #/%	2,855/13%	850/4%	6,390/30%	105/0%	690/3%	0/0%	0/0%	10/0%	2,820/13%	255/1%	6,510/31%	45/0%	705/3%	0/0%	75/0%	10/0%
Utilization #/%	19%	-1%	17%	-0%	-2%	1%	0%	-0%	-10%	-1%	-19%	-0%	-3%	0%	-0%	-0%
Protective Services: Non-sworn																
Workforce #/%	93/27%	2/1%	57/16%	0/0%	1/0%	0/0%	0/0%	0/0%	57/16%	5/1%	129/37%	0/0%	3/1%	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	Other	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races	Other	
	CLs #/%	Utilization #/%	Workforce #/%	CLs #/%	Utilization #/%	Workforce #/%	CLs #/%	Utilization #/%	Workforce #/%	CLs #/%	Utilization #/%	Workforce #/%	CLs #/%	Utilization #/%	Workforce #/%	CLs #/%	
Administrative Support																	
Workforce #/%	13/3%	0/0%	20/4%	0/0%	1/0%	0/0%	0/0%	0/0%	159/35%	7/2%	239/53%	0/0%	13/3%	0/0%	0/0%	0/0%	
CLs #/%	4,360/16%	955/3%	4,685/17%	30/0%	800/3%	45/0%	0/0%	5,980/22%	780/3%	9,045/33%	65/0%	495/2%	10/0%	150/1%	95/0%	0/0%	
Utilization #/%	-13%	-3%	-13%	-0%	-3%	-0%	0%	13%	-1%	20%	-0%	1%	-0%	-1%	-0%	-0%	
Skilled Craft																	
Workforce #/%	53/48%	3/3%	44/40%	0/0%	1/1%	0/0%	0/0%	2/2%	0/0%	7/6%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	
CLs #/%	5,695/55%	1,335/13%	2,415/23%	45/0%	190/2%	0/0%	25/0%	200/2%	55/1%	355/3%	0/0%	15/0%	0/0%	0/0%	0/0%	0/0%	
Utilization #/%	-7%	-10%	17%	-0%	-1%	0%	-0%	-0%	-1%	3%	0%	-0%	-0%	0%	0%	0%	
Service/Maintenance																	
Workforce #/%	14/18%	1/1%	48/60%	0/0%	0/0%	0/0%	0/0%	6/8%	0/0%	11/14%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	
CLs #/%	5,640/18%	2,735/9%	9,225/30%	15/0%	950/3%	0/0%	40/0%	3,120/10%	1,405/5%	6,315/21%	4/0%	1,080/4%	0/0%	74/0%	45/0%	0/0%	
Utilization #/%	-1%	-8%	30%	-0%	-3%	0%	-0%	-3%	-5%	-7%	-0%	-4%	0%	-0%	-0%	-0%	

Significant Underutilization Chart

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	Other	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races	Other
Professionals										✓					✓	
Technicians										✓			✓			
Protective Services: Sworn-Officials							✓			✓						
Protective Services: Sworn-Patrol Officers					✓				✓	✓			✓			
Protective Services: Non-sworn			✓							✓						
Administrative Support	✓	✓	✓		✓											
Skilled Craft		✓														
Service/Maintenance		✓														

Law Enforcement Category Rank Chart

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	Other	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races	Other
Warden/Sheriff/Chief of Police																
Workforce #/%	0/0%	0/0%	3/100%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Deputy Warden/Chief Deputy Sheriff/Deputy Chief of Police																
Workforce #/%	1/25%	0/0%	2/50%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	1/25%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Assistant Chief Deputy																
Workforce #/%	1/100%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Major																
Workforce #/%	7/70%	0/0%	3/30%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Captain																
Workforce #/%	14/61%	0/0%	4/17%	0/0%	0/0%	0/0%	0/0%	0/0%	3/13%	0/0%	2/9%	0/0%	0/0%	0/0%	0/0%	0/0%
Lieutenant																
Workforce #/%	29/58%	3/6%	13/26%	0/0%	0/0%	0/0%	0/0%	0/0%	3/6%	0/0%	2/4%	0/0%	0/0%	0/0%	0/0%	0/0%
Sergeant																
Workforce #/%	24/45%	2/4%	19/36%	0/0%	0/0%	0/0%	0/0%	0/0%	4/8%	0/0%	4/8%	0/0%	0/0%	0/0%	0/0%	0/0%
Investigator																
Workforce #/%	38/43%	2/2%	33/37%	0/1%	1/1%	0/0%	0/0%	0/0%	7/8%	1/1%	7/8%	0/0%	0/0%	0/0%	0/0%	0/0%
Protective Services:																
Sworn-Patrol Officers																
Workforce #/%	105/33%	10/3%	151/47%	0/1%	4/1%	3/1%	0/0%	0/0%	11/3%	0/0%	36/11%	0/0%	0/0%	0/0%	0/0%	0/0%

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 Utilization Report.

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

 Chairman 4/17/14
[signature] [title] [date]

Clayton County Government
Equal Employment Opportunity Plan
April 8, 2014

I. Statement of Policy

It is the policy of Clayton County Government to comply and cooperate to the fullest extent with all applicable regulations of the Equal Employment Opportunity Provisions of the Civil Rights Act of 1964, Executive Order 11246, the Rehabilitation Act of 1973 (29 U.S.C. 793), the Americans with Disabilities Act (ADA) of June 26, 1990, and the Vietnam Era Veterans Readjustment Assistance Act of 1972, all as amended. This policy pertains, as far as, the responsibility of Clayton County Government is concerned, to any arrangement under which employees, including trainees, are selected for work.

It is the policy of Clayton County Government not to discriminate against any employee or applicant for employment because of race, religion, color, age, sex, and national origin, disabilities, sexual orientation, or any protected-class status. Clayton County will take action to assure an equal employment opportunity to all qualified persons or employees. Such action shall include, but not limited to:

1. Employment, upgrading, demotion, or transfer
2. Recruitment and recruitment advertising
3. Layoff or termination
4. Rate of pay or other forms of compensation
5. Selection for training, including apprenticeship, pre-apprenticeship and/or on-the-job training.

County department heads, managers, and supervisory personnel are responsible for implementing this policy within their departments. Any member of the County's management team who receives a report involving potential discrimination is responsible for recording adequate information for conducting an inquiry and making immediate contact with the Human Resources Officer who will conduct a thorough investigation into the matter.

II. Underutilization Analysis Chart

Clayton County's Human Resources Department has reviewed the Utilization Analysis Chart and noted the following:

1. Women are underutilized in the following categories:
 - a. Officials/Administrators (White 3%)
 - b. Professionals (Black 5%)
 - c. Technicians (White 6%, Black 17%, Asian 5%)
 - d. Protective Services/Sworn (White 10%, Black 19%)
 - e. Service/Maintenance (White 3%, Hispanic 5%, Black 7%, Asian 4%)

2. Males are underutilized in the following categories:
 - a. Officials/Administrators (White 2%, Hispanic 2%, Asian 2%)
 - b. Administrative Support (White 13%, Hispanic 3%, Black 13%, Asian 3%)
 - c. Skilled Craft (White 7%, Hispanic 10%)
 - d. Service/Maintenance (Hispanic 8%, Asian 3%)

III. Narrative Underutilization Analysis

In reviewing the Utilization Analysis Chart, the Clayton County Human Resources Department made the following observations:

The greatest areas of concern for Clayton County are Black/Female Technicians which are underutilized by 17%, however, there is a significant decline from the previous underutilization rate of 34%. Additionally, White and Black males are underutilized at 13% each in the job category of Administrative Support. Also significant, is the underutilization of White/Females at 10% and Black/Females at 19% in the job category of Protective Services/Sworn while Hispanic/Males are underutilized at 10% in the Skilled Craft category.

In comparing the EEO Utilization Report submitted to OCR in October 2010, we were able to track significant improvements in the recruitment and retention of Black/Females in the Officials/Administrators, Professionals, Technicians, and Administrative Support Job Categories and Black/Males in the Officials/Administrators, Technicians, and Protective Services-Sworn. Clayton County has a low underutilization percentage rate for White, Hispanic, and Asian females due to constant recruiting and retention efforts. However, there is a utilization percentage decline in all Job Categories for White/Males except for Administrative Support which remains somewhat unchanged.

IV. Objectives

It continues to be the objective of the County to monitor its employment activity to assure all racial and gender groups are represented within Clayton County Government in the numbers and proportions that reflect their representation in the community at large.

The primary objective for Clayton County is to reduce the underutilization of the following:

1. Black/Females in the Technician and Protective Services/Sworn categories
2. White/Females in the Protective Services/Sworn category
3. White-Black/Males in the Administrative Support category
4. Hispanic/Males in the Skilled Craft category

V. Steps

The Clayton County Human Resources will continue to advertise vacant positions on the County's website, at each County Department and County Library branches, various branches of the Georgia Department of Labor, various recruiting centers for military personnel, such as, American Jobs for America's Heroes (AJAH), and Georgia Local Government Association (GLGA). Additionally, positions are advertised in the Atlanta Journal and Constitution, Clayton News Daily, various trade publications, Monster, Latin American Association, Hot Jobs, and many others depending on the position.

To address female underrepresentation in Protective Services/Sworn, the Human Resources Department will continue to partner with the public safety departments to reach out and attract qualified female applicants particularly white and black females. To address the Black/female (17%) and white/female (4%) underrepresentation in the Technician job category, we will partner with the County's Information Technology Department to attract qualified females applicants.

To address Hispanic/male underutilization in Skilled Craft positions, we will work closely with our Buildings Maintenance Department to attract and recruit qualified Hispanic applicants. To address White-Black/males in the Administrative Support category, the County will utilize the advertisement in various Georgia Department of Labor locations, military personnel recruiting branches, such as, the AJAH, and the Georgia Local Government Association.

The County will re-evaluate where we currently advertise positions and seek publications, websites, etc., that target the ethnic groups from which the County needs to attract and recruit. The County will continue to develop partnerships with local organizations and groups to attract all ethnic groups. The County will continue to monitor our workforce statistics to track progress.

The Human Resources Department will continue to conduct cultural diversity and sexual harassment training which is mandatory every three (3) years for all employees (every year employees are given the County's policies on these topics and required to acknowledge receipt). Additionally, supervisors are offered training on effective discipline, interview/hiring, effective leadership, effective communication, sexual harassment prevention, cultural diversity, team building, and many other relevant topics. Department Directors will consider the importance of culturally diverse work place when making hiring decisions.

IV. Internal Dissemination

Each Department Director will be given two (2) copies of the Equal Employment Opportunity Plan (EEOP). One (1) copy will be used for the Director's reference and one (1) copy to be posted in the department. Copies will be made available to employees upon request.

V. External Dissemination

A copy of the Equal Employment Opportunity Plan (EEOP) will be placed on the County's Human Resources website. All advertising, job announcements, etc., will indicate that the County is an Equal Opportunity Employer (EOE).

CERTIFICATION FORM

Compliance with the Equal Employment Opportunity Plan (EEOP) Requirements

Please read carefully the Instructions (see below) and then complete Section A or Section B or Section C, not all three.

Recipient's Name: Clayton County	DUNS Number:	
Address: 112 Smith Street, Jonesboro, Ga. 30236		
Grant Title: Adult Felony Drug Court	Grant Number: 2013-DC-BX-0031	Award Amount: \$198,901
Name and Title of Contact Person: Deborah Boddie - Accountability Courts Coordinator		
Telephone Number: 770-347-0181	E-Mail Address: deborah.boddie@co.clayton.ga.us	

Section A—Declaration Claiming Complete Exemption from the EEOP Requirement

Please check all the following boxes that apply:

- Recipient has less than fifty employees. Recipient is an Indian tribe. Recipient is a medical institution.
 Recipient is a nonprofit organization. Recipient is an educational institution. 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 _____

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

I, Renee Bright [responsible official],
certify that Clayton County [recipient],
which has fifty 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 pt. 42, subpt. E. I further certify that within the last
twenty-four months, the proper authority has formulated and signed into effect the EEOP and, as required by applicable
federal law, it is available for review by the public, employees, the appropriate state planning agency, and the Office for
Civil Rights, Office of Justice Programs, U.S. Department of Justice. The EEOP is on file at the following office:
Clayton County Human Resources [organization],
120 Smith Street, Jonesboro, GA. 30236 [address].

Renee Bright-HR Director _____ Signature Renee Bright Date 4/17/14

Section C—Declaration Stating that an EEOP Utilization Report Has Been Submitted to the Office for Civil Rights for Review

If a recipient agency has fifty or more employees and is receiving a single award or subaward of \$500,000 or more, then the recipient agency must send an EEOP Utilization Report to the OCR for review.

I, _____ [responsible official],
certify that _____ [recipient],
which has fifty or more employees and is receiving a single award of \$500,000 or more, has formulated an EEOP in
accordance with 28 CFR pt. 42, subpt. E, and sent it for review on _____ [date] to the
Office for Civil Rights, Office of Justice Programs, U.S. Department of Justice.

Print or Type Name and Title _____ Signature _____ Date _____

CERTIFICATION FORM

Compliance with the Equal Employment Opportunity Plan (EEOP) Requirements

Please read carefully the Instructions (see below) and then complete Section A or Section B or Section C, not all three.

Recipient's Name: Clayton County	DUNS Number:	
Address: 112 Smith Street, Jonesboro, GA. 30236		
Grant Title: Adult Felon Drug Ct (JAG)	Grant Number: 2009-DG-BX-0067	Award Amount: \$221,349
Name and Title of Contact Person: Deborah Boddie - Accountability Courts Coordinator		
Telephone Number: 770-347-0181	E-Mail Address: deborah.boddie@co.clayton.ga.us	

Section A—Declaration Claiming Complete Exemption from the EEOP Requirement

Please check all the following boxes that apply:

- Recipient has less than fifty employees. Recipient is an Indian tribe. Recipient is a medical institution.
 Recipient is a nonprofit organization. Recipient is an educational institution. 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

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

I, **Renee Bright** [responsible official],
certify that **Clayton County** [recipient],
which has fifty 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 pt. 42, subpt. E. I further certify that within the last twenty-four months, the proper authority has formulated and signed into effect the EEOP and, as required by applicable federal law, it is available for review by the public, employees, the appropriate state planning agency, and the Office for Civil Rights, Office of Justice Programs, U.S. Department of Justice. The EEOP is on file at the following office:
Clayton County Human Resources [organization],
120 Smith Street, Jonesboro, GA. 30236 [address].

Renee Bright-HR Director

Print or Type Name and Title

Signature

Date

Section C—Declaration Stating that an EEOP Utilization Report Has Been Submitted to the Office for Civil Rights for Review

If a recipient agency has fifty or more employees and is receiving a single award or subaward of \$500,000 or more, then the recipient agency must send an EEOP Utilization Report to the OCR for review.

I, _____ [responsible official],
certify that _____ [recipient],
which has fifty or more employees and is receiving a single award of \$500,000 or more, has formulated an EEOP in
accordance with 28 CFR pt. 42, subpt. E, and sent it for review on _____ [date] to the
Office for Civil Rights, Office of Justice Programs, U.S. Department of Justice.

Print or Type Name and Title

Signature

Date

CERTIFICATION FORM

Compliance with the Equal Employment Opportunity Plan (EEOP) Requirements

Please read carefully the Instructions (see below) and then complete Section A or Section B or Section C, not all three.

Recipient's Name: Clayton County	DUNS Number:	
Address: 112 Smith Street, Jonesboro, GA. 30236		
Grant Title: VAWA	Grant Number: W13-8-044	Award Amount: \$70,000
Name and Title of Contact Person: Monique Smith - Victim Assistance Program Manager		
Telephone Number: 770-603-4166	E-Mail Address: monique.smith@co.clayton.ga.us	

Section A—Declaration Claiming Complete Exemption from the EEOP Requirement

Please check all the following boxes that apply:

- Recipient has less than fifty employees. Recipient is an Indian tribe. Recipient is a medical institution.
 Recipient is a nonprofit organization. Recipient is an educational institution. 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

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

I, **Renee Bright** [responsible official],
certify that **Clayton County** [recipient],
which has fifty 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 pt. 42, subpt. E. I further certify that within the last
twenty-four months, the proper authority has formulated and signed into effect the EEOP and, as required by applicable
federal law, it is available for review by the public, employees, the appropriate state planning agency, and the Office for
Civil Rights, Office of Justice Programs, U.S. Department of Justice. The EEOP is on file at the following office:
Clayton County Human Resources [organization],
120 Smith Street, Jonesboro, GA. 30236 [address].

Renee Bright-HR Director

Print or Type Name and Title

Signature

Date

Section C—Declaration Stating that an EEOP Utilization Report Has Been Submitted to the Office for Civil Rights for Review

If a recipient agency has fifty or more employees and is receiving a single award or subaward of \$500,000 or more, then the recipient agency must send an EEOP Utilization Report to the OCR for review.

I, _____ [responsible official],
certify that _____ [recipient],
which has fifty or more employees and is receiving a single award of \$500,000 or more, has formulated an EEOP in
accordance with 28 CFR pt. 42, subpt. E, and sent it for review on _____ [date] to the
Office for Civil Rights, Office of Justice Programs, U.S. Department of Justice.

Print or Type Name and Title

Signature

Date

CERTIFICATION FORM

Compliance with the Equal Employment Opportunity Plan (EEOP) Requirements

Please read carefully the Instructions (see below) and then complete Section A or Section B or Section C, not all three.

Recipient's Name: Clayton County	DUNS Number:
Address: 112 Smith Street, Jonesboro, GA. 30236	
Grant Title: Edward Byrne Mem. Justice Asst.	Grant Number: 2011-DJ-BX-2866 Award Amount: \$133,788
Name and Title of Contact Person: Timothy Owens - Police Investigator	
Telephone Number: 770-473-3985	E-Mail Address: timothy.owens@co.clayton.ga.us

Section A—Declaration Claiming Complete Exemption from the EEOP Requirement

Please check all the following boxes that apply:

- Recipient has less than fifty employees. Recipient is an Indian tribe. Recipient is a medical institution.
 Recipient is a nonprofit organization. Recipient is an educational institution. 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

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

I, **Renee Bright** [responsible official],
certify that **Clayton County** [recipient],
which has fifty 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 pt. 42, subpt. E. I further certify that within the last twenty-four months, the proper authority has formulated and signed into effect the EEOP and, as required by applicable federal law, it is available for review by the public, employees, the appropriate state planning agency, and the Office for Civil Rights, Office of Justice Programs, U.S. Department of Justice. The EEOP is on file at the following office:
Clayton County Human Resources [organization],
120 Smith Street, Jonesboro, GA. 30236 [address].

Renee Bright-HR Director

Signature

Date

Section C—Declaration Stating that an EEOP Utilization Report Has Been Submitted to the Office for Civil Rights for Review

If a recipient agency has fifty or more employees and is receiving a single award or subaward of \$500,000 or more, then the recipient agency must send an EEOP Utilization Report to the OCR for review.

I, _____ [responsible official],
certify that _____ [recipient],
which has fifty or more employees and is receiving a single award of \$500,000 or more, has formulated an EEOP in accordance with 28 CFR pt. 42, subpt. E, and sent it for review on _____ [date] to the Office for Civil Rights, Office of Justice Programs, U.S. Department of Justice.

Print or Type Name and Title

Signature

Date

CERTIFICATION FORM

Compliance with the Equal Employment Opportunity Plan (EEOP) Requirements

Please read carefully the Instructions (see below) and then complete Section A or Section B or Section C, not all three.

Recipient's Name: Clayton County	DUNS Number:	
Address: 112 Smith Street, Jonesboro, GA. 30236		
Grant Title: VCCA-Victims of Crime Act	Grant Number: C13-8-048	Award Amount: \$77,192
Name and Title of Contact Person: Monique Smith - Victim Assistance Program Manager		
Telephone Number: 770-603-4166	E-Mail Address: monique.smith@co.clayton.ga.us	

Section A—Declaration Claiming Complete Exemption from the EEOP Requirement

Please check all the following boxes that apply:

- Recipient has less than fifty employees. Recipient is an Indian tribe. Recipient is a medical institution.
 Recipient is a nonprofit organization. Recipient is an educational institution. 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

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

I, **Renee Bright** [responsible official],
certify that **Clayton County** [recipient],
which has fifty 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 pt. 42, subpt. E. I further certify that within the last
twenty-four months, the proper authority has formulated and signed into effect the EEOP and, as required by applicable
federal law, it is available for review by the public, employees, the appropriate state planning agency, and the Office for
Civil Rights, Office of Justice Programs, U.S. Department of Justice. The EEOP is on file at the following office:
Clayton County Human Resources [organization],
120 Smith Street, Jonesboro, GA. 30236 [address].

Renee Bright-HR Director

Renee Bright
Signature

4/17/14
Date

Print or Type Name and Title

Section C—Declaration Stating that an EEOP Utilization Report Has Been Submitted to the Office for Civil Rights for Review

If a recipient agency has fifty or more employees and is receiving a single award or subaward of \$500,000 or more, then the recipient agency must send an EEOP Utilization Report to the OCR for review.

I, _____ [responsible official],
certify that _____ [recipient],
which has fifty or more employees and is receiving a single award of \$500,000 or more, has formulated an EEOP in
accordance with 28 CFR pt. 42, subpt. E, and sent it for review on _____ [date] to the
Office for Civil Rights, Office of Justice Programs, U.S. Department of Justice.

Print or Type Name and Title

Signature

Date

CERTIFICATION FORM

Compliance with the Equal Employment Opportunity Plan (EEOP) Requirements

Please read carefully the Instructions (see below) and then complete Section A or Section B or Section C, not all three.

Recipient's Name: Clayton County	DUNS Number:	
Address: 112 Smith Street, Jonesboro, Ga. 30236		
Grant Title: Edward Byrne Memorial Justice Asst	Grant Number: 2012-DJ-BX-0521	Award Amount: \$103,932
Name and Title of Contact Person: Timothy Owens - Police Investigator		
Telephone Number: 770-473-3985	E-Mail Address: timothy.owens@co.clayton.ga.us	

Section A—Declaration Claiming Complete Exemption from the EEOP Requirement

Please check all the following boxes that apply:

- Recipient has less than fifty employees. Recipient is an Indian tribe. Recipient is a medical institution.
 Recipient is a nonprofit organization. Recipient is an educational institution. 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 _____

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

I, **Renee Bright** [responsible official],
certify that **Clayton County** [recipient],
which has fifty 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 pt. 42, subpt. E. I further certify that within the last twenty-four months, the proper authority has formulated and signed into effect the EEOP and, as required by applicable federal law, it is available for review by the public, employees, the appropriate state planning agency, and the Office for Civil Rights, Office of Justice Programs, U.S. Department of Justice. The EEOP is on file at the following office:
Clayton County Human Resources [organization],
120 Smith Street, Jonesboro, GA. 30236 [address].

Renee Bright-HR Director _____ Signature *Renee Bright* Date **4/17/14**

Section C—Declaration Stating that an EEOP Utilization Report Has Been Submitted to the Office for Civil Rights for Review

If a recipient agency has fifty or more employees and is receiving a single award or subaward of \$500,000 or more, then the recipient agency must send an EEOP Utilization Report to the OCR for review.

I, _____ [responsible official],
certify that _____ [recipient],
which has fifty or more employees and is receiving a single award of \$500,000 or more, has formulated an EEOP in accordance with 28 CFR pt. 42, subpt. E, and sent it for review on _____ [date] to the Office for Civil Rights, Office of Justice Programs, U.S. Department of Justice.

Print or Type Name and Title _____ Signature _____ Date _____

CERTIFICATION FORM

Compliance with the Equal Employment Opportunity Plan (EEOP) Requirements

Please read carefully the Instructions (see below) and then complete Section A or Section B or Section C, not all three.

Recipient's Name: Clayton County	DUNS Number:	
Address: 112 Smith Street, Jonesboro, GA. 30236		
Grant Title: VCA Victims of Crime Act	Grant Number: C12-8-036	Award Amount: \$35,825
Name and Title of Contact Person: Jenitha Gouch - Victim Services Supervisor		
Telephone Number: 770-473-5808	E-Mail Address: jenitha.gouch@co.clayton.ga.us	

Section A—Declaration Claiming Complete Exemption from the EEOP Requirement

Please check all the following boxes that apply:

- Recipient has less than fifty employees. Recipient is an Indian tribe. Recipient is a medical institution.
 Recipient is a nonprofit organization. Recipient is an educational institution. 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

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

I, **Renee Bright** [responsible official],
certify that **Clayton County** [recipient],
which has fifty 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 pt. 42, subpt. E. I further certify that within the last twenty-four months, the proper authority has formulated and signed into effect the EEOP and, as required by applicable federal law, it is available for review by the public, employees, the appropriate state planning agency, and the Office for Civil Rights, Office of Justice Programs, U.S. Department of Justice. The EEOP is on file at the following office:
Clayton County Human Resources [organization],
120 Smith Street, Jonesboro, GA. 30236 [address].

Renee Bright-HR Director

Renee Bright
Signature

4/17/14
Date

Print or Type Name and Title

Signature

Date

Section C—Declaration Stating that an EEOP Utilization Report Has Been Submitted to the Office for Civil Rights for Review

If a recipient agency has fifty or more employees and is receiving a single award or subaward of \$500,000 or more, then the recipient agency must send an EEOP Utilization Report to the OCR for review.

I, _____ [responsible official],
certify that _____ [recipient],
which has fifty or more employees and is receiving a single award of \$500,000 or more, has formulated an EEOP in
accordance with 28 CFR pt. 42, subpt. E, and sent it for review on _____ [date] to the
Office for Civil Rights, Office of Justice Programs, U.S. Department of Justice.

Print or Type Name and Title

Signature

Date

CERTIFICATION FORM

Compliance with the Equal Employment Opportunity Plan (EEOP) Requirements

Please read carefully the Instructions (see below) and then complete Section A or Section B or Section C, not all three.

Recipient's Name: Clayton County	DUNS Number:	
Address: 112 Smith Street, Jonesboro, GA. 30236		
Grant Title: Mental Health Collab. Prog. Plan	Grant Number: 2012-MD-BX-0015	Award Amount: \$50,000
Name and Title of Contact Person: Keshia Floyd - Probate Director/Chief Clerk		
Telephone Number: 770-473-5764	E-Mail Address: kesheia.floyd@co.clayton.ga.us	

Section A—Declaration Claiming Complete Exemption from the EEOP Requirement

Please check all the following boxes that apply:

- Recipient has less than fifty employees. Recipient is an Indian tribe. Recipient is a medical institution.
 Recipient is a nonprofit organization. Recipient is an educational institution. 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 _____

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

I, **Renee Bright** [responsible official],
certify that **Clayton County** [recipient],
which has fifty 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 pt. 42, subpt. E. I further certify that within the last twenty-four months, the proper authority has formulated and signed into effect the EEOP and, as required by applicable federal law, it is available for review by the public, employees, the appropriate state planning agency, and the Office for Civil Rights, Office of Justice Programs, U.S. Department of Justice. The EEOP is on file at the following office:
Clayton County Human Resources [organization],
120 Smith Street, Jonesboro, GA. 30236 [address].

Renee Bright-HR Director _____
Print or Type Name and Title _____ Signature *Renee Bright* Date **4/17/14**

Section C—Declaration Stating that an EEOP Utilization Report Has Been Submitted to the Office for Civil Rights for Review

If a recipient agency has fifty or more employees and is receiving a single award or subaward of \$500,000 or more, then the recipient agency must send an EEOP Utilization Report to the OCR for review.

I, _____ [responsible official],
certify that _____ [recipient],
which has fifty or more employees and is receiving a single award of \$500,000 or more, has formulated an EEOP in accordance with 28 CFR pt. 42, subpt. E, and sent it for review on _____ [date] to the Office for Civil Rights, Office of Justice Programs, U.S. Department of Justice.

Print or Type Name and Title _____ Signature _____ Date _____

CERTIFICATION FORM

Compliance with the Equal Employment Opportunity Plan (EEOP) Requirements

Please read carefully the Instructions (see below) and then complete Section A or Section B or Section C, not all three.

Recipient's Name: Clayton County	DUNS Number:	
Address: 112 Smith Street, Jonesboro, GA. 30236		
Grant Title: Edward Byrne Memorial Justice Asst	Grant Number: 2010-DJ-BX-1660	Award Amount: \$165,451
Name and Title of Contact Person: Timothy Owens - Police Investigator		
Telephone Number: 770-473-3985	E-Mail Address: timothy.owens@co.clayton.ga.us	

Section A—Declaration Claiming Complete Exemption from the EEOP Requirement

Please check all the following boxes that apply:

- Recipient has less than fifty employees. Recipient is an Indian tribe. Recipient is a medical institution.
 Recipient is a nonprofit organization. Recipient is an educational institution. 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

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

I, **Renee Bright** [responsible official],
certify that **Clayton County** [recipient],
which has fifty 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 pt. 42, subpt. E. I further certify that within the last
twenty-four months, the proper authority has formulated and signed into effect the EEOP and, as required by applicable
federal law, it is available for review by the public, employees, the appropriate state planning agency, and the Office for
Civil Rights, Office of Justice Programs, U.S. Department of Justice. The EEOP is on file at the following office:
Clayton County Human Resources [organization],
120 Smith Street, Jonesboro, GA. 30236 [address].

Renee Bright-HR Director

Signature

Date

Section C—Declaration Stating that an EEOP Utilization Report Has Been Submitted to the Office for Civil Rights for Review

If a recipient agency has fifty or more employees and is receiving a single award or subaward of \$500,000 or more, then the recipient agency must send an EEOP Utilization Report to the OCR for review.

I, _____ [responsible official],
certify that _____ [recipient],
which has fifty or more employees and is receiving a single award of \$500,000 or more, has formulated an EEOP in
accordance with 28 CFR pt. 42, subpt. E, and sent it for review on _____ [date] to the
Office for Civil Rights, Office of Justice Programs, U.S. Department of Justice.

Print or Type Name and Title

Signature

Date

CERTIFICATION FORM

Compliance with the Equal Employment Opportunity Plan (EEOP) Requirements

Please read carefully the Instructions (see below) and then complete Section A or Section B or Section C, not all three.

Recipient's Name: Clayton County	DUNS Number:	
Address: 1120 Smith Street, Jonesboro, GA. 30236		
Grant Title: Edward Byrne Memorial Justice Asst	Grant Number: 2013-BJA-3031	Award Amount: \$93,871
Name and Title of Contact Person: Timothy Owens - Police Investigator		
Telephone Number: 770-473-3985	E-Mail Address: timothy.owens@co.clayton.ga.us	

Section A—Declaration Claiming Complete Exemption from the EEOP Requirement

Please check all the following boxes that apply:

- Recipient has less than fifty employees. Recipient is an Indian tribe. Recipient is a medical institution.
 Recipient is a nonprofit organization. Recipient is an educational institution. 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

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

I, **Renee Bright** [responsible official],
certify that **Clayton County** [recipient],
which has fifty 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 pt. 42, subpt. E. I further certify that within the last
twenty-four months, the proper authority has formulated and signed into effect the EEOP and, as required by applicable
federal law, it is available for review by the public, employees, the appropriate state planning agency, and the Office for
Civil Rights, Office of Justice Programs, U.S. Department of Justice. The EEOP is on file at the following office:
Clayton County Human Resources [organization],
120 Smith Street, Jonesboro, Ga. 30236 [address].

Renee Bright-HR Director

Renee Bright
Signature

4/17/14
Date

Print or Type Name and Title

Section C—Declaration Stating that an EEOP Utilization Report Has Been Submitted to the Office for Civil Rights for Review

If a recipient agency has fifty or more employees and is receiving a single award or subaward of \$500,000 or more, then the recipient agency must send an EEOP Utilization Report to the OCR for review.

I, _____ [responsible official],
certify that _____ [recipient],
which has fifty or more employees and is receiving a single award of \$500,000 or more, has formulated an EEOP in
accordance with 28 CFR pt. 42, subpt. E, and sent it for review on _____ [date] to the
Office for Civil Rights, Office of Justice Programs, U.S. Department of Justice.

Print or Type Name and Title

Signature

Date

CERTIFICATION FORM

Compliance with the Equal Employment Opportunity Plan (EEOP) Requirements

Please read carefully the Instructions (see below) and then complete Section A or Section B or Section C, not all three.

Recipient's Name: Clayton County	DUNS Number:	
Address: 112 Smith Street, Jonesboro, GA. 30236		
Grant Title: VOVA and CASA	Grant Number: C12-8+165	Award Amount: \$33,472
Name and Title of Contact Person: Ashley Martin - Coord--JC Grants & Staff Development		
Telephone Number: 770-473-5852	E-Mail Address: ashley.martin@co.clayton.ga.us	

Section A—Declaration Claiming Complete Exemption from the EEOP Requirement

Please check all the following boxes that apply:

- Recipient has less than fifty employees. Recipient is an Indian tribe. Recipient is a medical institution.
 Recipient is a nonprofit organization. Recipient is an educational institution. 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 _____

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

I, **Renee Bright** [responsible official],
certify that **Clayton County** [recipient],
which has fifty 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 pt. 42, subpt. E. I further certify that within the last twenty-four months, the proper authority has formulated and signed into effect the EEOP and, as required by applicable federal law, it is available for review by the public, employees, the appropriate state planning agency, and the Office for Civil Rights, Office of Justice Programs, U.S. Department of Justice. The EEOP is on file at the following office:
Clayton County Human Resources [organization],
120 Smith Street, Jonesboro, GA. 30236 [address].

Renee Bright-HR Director _____
Print or Type Name and Title _____ Signature *Renee Bright* Date **4/17/14**

Section C—Declaration Stating that an EEOP Utilization Report Has Been Submitted to the Office for Civil Rights for Review

If a recipient agency has fifty or more employees and is receiving a single award or subaward of \$500,000 or more, then the recipient agency must send an EEOP Utilization Report to the OCR for review.

I, _____ [responsible official],
certify that _____ [recipient],
which has fifty or more employees and is receiving a single award of \$500,000 or more, has formulated an EEOP in accordance with 28 CFR pt. 42, subpt. E, and sent it for review on _____ [date] to the Office for Civil Rights, Office of Justice Programs, U.S. Department of Justice.

Print or Type Name and Title _____ Signature _____ Date _____