

FORM J

PRIVACY AND CONFIDENTIALITY CERTIFICATION

Applicant, if awarded, certifies that data *identifiable to a private person* will not be used or revealed, except as authorized in 28 CFR Part 22, Sections 22.21 & 22.22.

Applicant certifies that access to the data will be limited to those employees having a need for such data and that such employees shall be advised of and agree in writing to comply with the regulations in 28 CFR Part 22.

Applicant certifies that all contractors, subcontractors, and consultants requiring access to identifiable data will agree, through conditions in their subcontract or consultant agreement, to comply with the requirements of 28 CFR §22.24, regarding information transfer agreements.

Applicant certifies that, if applicable, a log will be maintained indicating that (1) identifiable data have been transferred to persons other than employees or Applicant/contractor/subcontractor staff; and (2) such data have been returned or that alternative arrangements have been agreed upon for future maintenance of such data, in accordance with 28 CFR §22.23(b)(6).

Applicant certifies that any private person from whom identifiable information is collected or obtained shall be notified, in accordance with 28 CFR §22.27, that such data will only be used or revealed for research or statistical purposes and that compliance with the request for information is not mandatory and participation in the project may be terminated at any time. In addition, Applicant certifies that where findings in a project cannot, by virtue of sample size or uniqueness of subject, be expected to totally conceal the identity of an individual, such individual shall be so advised.

Applicant certifies that project plans will be designed to preserve the confidentiality of private persons to whom information relates, including where appropriate, name-stripping, coding of data, or other similar procedures.

Applicant certifies that copies of all questionnaires that have already been designed for use in the project are attached to this privacy certificate. Applicant also certifies that any questionnaires developed during the project period will be provided to DOJ at the end of the project. Applicant certifies that project findings and reports prepared for dissemination will not contain information that can reasonably be expected to be identifiable to a private person, except as authorized by 28 CFR §22.22.

Grantee certifies that adequate precautions will be taken to ensure administrative and physical security of identifiable data and to preserve the confidentiality of the personally identifiable information.

Grantee certifies that all project personnel, including subcontractors, have been advised of and have agreed, in writing, to comply with all procedures to protect privacy and the confidentiality of personally identifiable information.

Applicant certifies that it will comply fully with the regulations in 28 CFR Part 22 and obtain and complete the applicable forms from the http://www.ojp.usdoj.gov/funding/forms/privacy_cert and submit them to the OAG.

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| Signature of Certifying Official: | |
| Printed Name of Certifying Official: | |
| Title of Certifying Official: | |
| Applicant Name: | |