
Example Report

Verification of EEO Reporting Requirement

Compliance with Equal Employment Opportunity Program (EEO) Requirements

Organization Name:	New to MT	UEI:	
Address:	██████████	Classification Type:	Non-Government Other
Contact Name:	██████████	Contact Title:	
Contact Email:	██████████	Contact Phone:	██████████
Number of Employees:	Less Than 50	Single Largest Grant:	Less Than \$25,000
Recipient Type:	Subrecipient	DBA:	New to MT

Declaration Claiming Exemption from the EEO Program Utilization Report Completion Requirement

The following exemptions apply:

Number of Employees: Less Than 50
Single Largest Grant: Less Than \$25,000

I, ██████████, (authorized official) verify that **New to MT** (organization) is not required to prepare an EEO Program Utilization Report during **2023** (fiscal year) for the reason(s) checked above, pursuant to 28 C.F.R. Section 42.302. I further verify that **New to MT** (organization) will comply with applicable federal civil rights laws that prohibit discrimination in employment and in the delivery of services.

██████████

██████████

21-Sep-2023

Print or Type Name and Title

Signature

Date