

Subject: CNCS Approves Go Pass as an Alternate Source for National Service Criminal History Checks when Serving in New York City  
Date Sent: April 10, 2013



## National Service Criminal History Check

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### **CNCS Approves Go Pass as an Alternate Source for National Service Criminal History Checks when Serving in New York City**

Eligible grantees may rely on clearances issued by the **Go Pass** system, operated via a partnership between NYC Service and the NYC Department of Education, without obtaining a program-specific alternate search procedure approval from CNCS. This system documents fingerprint-based New York state-level criminal history information and nationwide FBI checks.

\* **Go Pass** clearance is available for volunteers (not employees). Non-profits using **Go Pass** are not required to be based in New York City, but the individual being cleared must serve in one of the five New York City boroughs.

\* To satisfy CNCS regulations on retaining check results, grantees must retain both (1) a photocopy of a candidate's **Go Pass** identification (keycard) and (2) a dated printout from the **Go Pass** system reflecting that an individual's cleared status existed at the time the print-out was produced. A photocopy of a **Go Pass** keycard by itself without system query documentation establishing current clearance is not sufficient documentation.

Note: In addition to using **Go Pass**, grantees must conduct a nationwide search of the [NSOPW](#) before an individual begins to serve and a state-of-residence check if the candidate does not reside in New York. Use of **Go Pass** does not satisfy these other CNCS requirements.

Grantees interested in the **Go Pass** system will find eligibility information [here](#).

**Office of Grants Management**