

Subject: New FBI Check Guidance and Updates to our FAQ and NSCHC Documentation Checklist

Date Sent: July 22, 2016

National Service Criminal History Check

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Corporation for  
**NATIONAL &  
COMMUNITY  
SERVICE** 

## National Service Criminal History Check

### New FBI Check Guidance and Updates to our FAQ and NSCHC Documentation Checklist

We have updated three important documents on the National Service Criminal History Check (NSCHC) Knowledge Network to help grantees meet our on time, every time standard. Take a look and let us know what you think!

- **FBI Check Guidance**: This revised document includes concrete examples, and reflects the information on Fieldprint, CNCS's Channeler for FBI checks.
- **NSCHC Documentation Checklist (Word) and (PDF)**: We have updated this document to include a place for selecting individuals to sign off on results, and added spaces to reflect when initiation occurs.
- **Frequently Asked Questions**: We have revised all of our questions concerning FBI checks to align with the new guidance and address Fieldprint's role in the system. We have also made some minor textual edits to other questions to enhance clarity.

If you have concerns or questions regarding these updates, please contact your CNCS Program Officer or Grants Officer. Please send suggestions for future bulletin topics to Brad Lewis, at [blewis@cns.gov](mailto:blewis@cns.gov).

**In Service,**

**Dana Bourne, Chief Grants Officer**

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