

## USAO-SDFL VOLUNTARY SELF-DISCLOSURE PILOT PROGRAM FOR INDIVIDUALS

### INTAKE FORM

Individuals (including through counsel) seeking to be considered for the USAO-SDFL Voluntary Self-Disclosure (“VSD”) Pilot Program for Individuals may use this form to begin the process of disclosing criminal misconduct. *Please note: This USAO-SDFL VSD Program and this Intake Form are for individuals who are disclosing misconduct in which they had some involvement.*

#### **IDENTIFYING INFORMATION**

Please provide the following information, where applicable. This information will assist in making an initial determination of eligibility. Fields with \* are required.

\*Name of individual: \_\_\_\_\_

Name of counsel, if applicable:<sup>1</sup> \_\_\_\_\_

\*Phone number of individual or counsel, if applicable: \_\_\_\_\_

Name of entity, if applicable: \_\_\_\_\_

Name of agency, official, or campaign, if applicable: \_\_\_\_\_

\*Brief description of the misconduct:

#### **CONDITIONS OF ELIGIBILITY**

1. The individual has no reason to believe that the misconduct has previously been made public or is already known to the USAO-SDFL or any other state, local, or federal law enforcement agency;
2. The individual discloses the criminal conduct voluntarily to the USAO-SDFL and not in response to a government inquiry or obligation to report misconduct to the USAO-SDFL or any other state, local, or federal law enforcement agency, and prior to imminent threat of disclosure or government investigation;
3. The individual is able to provide substantial assistance in the investigation and prosecution of one or more equally or more culpable persons, and is prepared to cooperate fully with the USAO-SDFL in its investigation and prosecution of the disclosed conduct;
4. The individual truthfully and completely discloses all criminal conduct in which the individual has participated and of which the individual is aware;

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<sup>1</sup> Individuals reporting misconduct through this pilot program are not required to do so through counsel.

5. The individual is not a: (a) federal, state, or local elected or appointed and confirmed official; (b) official or agent of a federal investigative or federal law enforcement agency; or (c) the chief executive officer or equivalent or chief financial officer or equivalent of a public or private company; and
6. The individual has not engaged in any criminal conduct that involves the use of force or violence, any sex offense involving fraud, force, or coercion of a minor, involves terrorism or implicating national security or foreign affairs, does not have a previous felony conviction or a conviction of any kind for conduct involving fraud or dishonesty, or engaged in an offense where another DOJ component would need to authorize charges or non-prosecution agreements.