INVESTIGATIVE FINDING(S)

Date:

Alleged Offender:

Complainant:

Date Complaint Filed:

Investigator:

I. Summary of Complaint:

II. Summary of Procedures:
   
   A. The following individuals were interviewed in person:
   B. The following documents and information were gathered in the course of the investigation:

III. Summary of key facts gathered in response to the complaint:
   (Define each allegation and then the facts collected related to each allegations)

   Allegation 1.

   Allegation 2.

   Allegation 3.

   .......

IV. Conclusion
   (This should include a determination of whether each allegations was substantiated based on the facts.)