



# Tribune

A Carroll County 4-H Newsletter

February 2021

# UNIVERSITY OF MARYLAND EXTENSION

**Carroll County Extension**

**700 Agriculture Center**

**Westminster, MD 21157**

**(410) 386-2760**

**M—F 8:00 A.M.—4:30 P.M.**

**[extension.umd.edu/carroll-county](http://extension.umd.edu/carroll-county)**

**[facebook.com/umecarroll](https://facebook.com/umecarroll)**

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## 4-H Enrollment

ALL 4-H Members, Clovers and UME Volunteers will need to enroll for the 2021 4-H year by logging into 4-H ([v2.4honline.com](http://v2.4honline.com)) to complete your 2021 enrollment. Please note that EVERYONE (4-H MEMBERS, CLOVERS AND UME VOLUNTEERS) will need to log into their family account that you created in 2020 and re-enroll each person listed on your account. **DO NOT CREATE A NEW ACCOUNT – LOG IN USING YOUR EMAIL AND PASSWORD.** If you have forgotten your password, there is an option to restore your password.

ALL 4-H MEMBERS including CLOVERS MUST PAY THEIR \$10 PARTICIPATION FEE THROUGH 4-H ONLINE. The insurance fee for 4-H Members, Clovers and UME Volunteers will paid through your 4-H Club will not be collected at this time.

**Remember you must be enrolled into the Carroll County 4-H Program by May 1, 2021 to be eligible to show at the 2021 Carroll County 4-H/FFA Fair.** Please don't wait to enroll, enroll now!

If you have any questions, please email Becky ([bridgewa@umd.edu](mailto:bridgewa@umd.edu)).

## UME Volunteers

**ALL UME Volunteers MUST be enrolled in 4-H Online ([v2.4honline.com](http://v2.4honline.com)) by March 1, 2021.** This new deadline is a Maryland 4-H requirement to meet the new background check requirements. When completing the volunteer enrollment, remember this is a two-step process. Step 1 is the enrollment which leads into step 2, the screening process.

Please note that the state will be approving the screening section of all volunteers, once the background checks have been completed, before the county office can approve enrollments. Most volunteers will be considered a Tier 2 volunteer which will consist of a \$15 background check fee completed by a private company. This will be conducted every 3 years.

Some of our volunteers will be considered a Tier 3 volunteer, which will consist of a background check through fingerprinting, and will cost around \$55. Volunteers in Tier 3 who work with camp (residential and day camps) or chaperone over night trips with 4-H members will fall under Tier 3.

For more information, please watch this informational video at <https://use.vg/IduCBz> along with the FAQ's attached at the end of this *Tribune*.

If you have questions, please feel free to reach out to Becky ([bridgewa@umd.edu](mailto:bridgewa@umd.edu)).

## Carroll County 4-H Update

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At this time, the Carroll County 4-H program is following all guidelines established by the Maryland 4-H Program, which includes no in-person programs. I know this is normally a busy time of year with lots of 4-H programming taking place, but unfortunately, we still remain virtual. Please be on the lookout for virtual opportunities from county contests to statewide activities being offered. Please know that I am working with volunteers to either hold practices virtually or pushing back dates to when we can hopefully be in person. Also, the Extension Office faculty and staff remain on a telework status until further notice, so email is the best way to get ahold of any of us. If you have questions please feel free to reach out to Becky Ridgeway (bridgewa@umd.edu) or Lori Augustine (loria@umd.edu).

We hope to be able to see all of our 4-H families as soon as it's safe to do so for everyone's health and safety!!

### Congratulations!!

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The 2021 Maryland 4-H Gala was held virtually over a several day period. Please check out the videos on the Maryland 4-H YouTube channel. I'd like to congratulate all of the Carroll County 4-Hers and Volunteers who were recognized during this annual event.

Maryland 4-H Family of the Year—**Doug, Nikki, Garrett and Courtney Patterson**

Maryland 4-H Volunteer of the Year (10+ years) - **Jennifer Hiscock**

Maryland 4-H Dick Angus Award—**Jennifer Reynolds**

Outstanding Senior Animal (Horse) Project Record Winner—**Allison Stoner**

Diamond Clover Level 6 Recipient—**Payton Steele**

National Trip Winners (Portfolios) - **Logan MacKenzie, Allison Stoner and Kate Stultz**

And several scholarship recipients!!



### 4-H Camp Update

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Normally we would have sent out 4-H camp leader position applications and would be starting monthly trainings. However, due to the circumstances this year, we are putting the application process on hold. *No applications were sent out this year like they were in previous years.* As we know more, we will stay in touch! Thank you for your patience and understanding during this time!



## Family Game Night

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The Carroll County 4-H Ambassadors invite you to their next Family Game Night on Friday, February 12th at 6:30pm. They will be hosting 5 games of bingo to play with your families and others through Zoom. You will need to print off 5 playing cards per person, as they have specific designs for each game. Cards can be downloaded at <https://tinyurl.com/CC4Hbingocard> and then join us on Zoom at <https://umd.zoom.us/j/94181842133> on February 12th!

## Canned Food Drive

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Join the CC 4-H Ambassador Team as they collect non-perishable food to donate to local Carroll County food pantries. Items are being collected from February 1 through March 5, 2021. Any donations can be dropped off at the Extension Office using the large dropbox at the end of the flower box. If you have any questions, feel free to reach out to one of the Ambassadors or Becky ([bridgewa@umd.edu](mailto:bridgewa@umd.edu)).

## Senior Ambassador Applications

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Are you a Senior 4-H member and interested in being more involved in the 4-H program? Do you enjoy becoming involved with community projects, helping at the fair, and setting examples in leadership and citizenship in the community? If so, you are a perfect candidate to apply for the 2021-2022 Senior Ambassador Team! Applications can be found at the Carroll County Ambassador webpage and are attached to this month's *Tribune*.

**Applications are due to the Extension Office by Friday, March 12th and interviews will be held on Saturday, March 27th. If you have questions, please contact Becky at the Extension Office.**

## Junior Ambassador Application

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Are you a 4-H member that is between the ages of 11-13 (4-H age as of January 1st) and have an interest in being a part of the Ambassador program? We are now accepting applications for the Junior Ambassador team for 2021-2022. Just fill out the application found at: <https://extension.umd.edu/carroll-county/4-h/4-h-ambassadors> **Applications are due April 2nd and interviews will take place on April 10th.**

## Cake Decorating Contest

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Don't miss out on participating in the Carroll County 4-H Cake Decorating Contest. This is a great opportunity to get out those baking pans and decorating supplies and practice a future entry for the fair. Come up with a great design and just snap a picture by February 28th. You must be an enrolled Carroll County 4-H member to participate in this contest. Awards will be given for each of our division winners: Juniors, Intermediates and Seniors. Clovers will receive a participation gift. We can't wait to see what designs you come up with! Make sure to email your entry to Becky ([bridgewa@umd.edu](mailto:bridgewa@umd.edu)) by February 28th.



## Dairy Fun Day!

Make plans to join the state 4-H Dairy Fun Day on **Saturday, February 13th, 9:30-11:30am, to be held virtually on Zoom.**

Participants will learn more about dairy skillathon and dairy quiz bowl. Participants will need access to a computer **and** a cell phone/tablet and each device will need internet connection.

Register at: [https://umd.zoom.us/meeting/register/tJlvceutrT8uGNaw40e8\\_FIBSy1Odr6-fLvY](https://umd.zoom.us/meeting/register/tJlvceutrT8uGNaw40e8_FIBSy1Odr6-fLvY)

Registration deadline: February 10, 2021

After registering, participants will receive a confirmation email containing information about joining the zoom. Flyer attached.

## Dog Fun Day

Make plans to join the state 4-H Dog Fun Day on **Sunday, February 21st, 1-3pm, to be held virtually on Zoom.**

Participants will learn more about dog skillathon, dog bowl and other fun activities you can do in the 4-H dog project. Participants will need access to a computer **and** a cell phone/tablet. Each device will need internet connection.

Register at: <https://forms.gle/io7n5D9yPGau5Y817>

Registration deadline: February 17, 2021. Prior to the event, registered participants will receive an email containing information about joining the zoom. Flyer attached.



## Career AGsperience

Join us for the Career AGsperience program starting on April 7th through May 12th, 6:30pm each **Wednesday night.** Each week a different topic is featured, including:

- Career and Goal Setting
- Resume Development
- Internship Acquisition
- Business Etiquette

Program has a focus related to agricultural-related careers, but the information gained will be great for any career/college choice, not just AG related!!

Register at: <https://forms.gle/7yvZYnUiWabEudq6>

Questions? Contact Becky at [bridgewa@umd.edu](mailto:bridgewa@umd.edu)



## Demonstration Contest

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It's time to start thinking about **Demonstration Day 2021!** This event will be held on **Saturday, June 5th** at the Extension Office. Once registration closes, you will receive an email to sign up for a time slot for your demonstration. This is a new procedure due to COVID.

Start thinking about that demo you've been wanting to do. This is a great opportunity to compete at the county level while fulfilling a requirement for project records! All Demonstration Day registrations will be done on the Carroll County Fair website at [www.carrollcountyfair.com](http://www.carrollcountyfair.com). Once registration is open, an email will be sent to all families. Please know that we will be using a new registration system called ShoWorks, so your registration screen will look different this year. Early registration is highly encouraged to prevent any last minute computer malfunctions. Rules and regulations were attached to the December/January *Tribune*. If you have any other questions, call the Extension Office or Superintendents, Jenn Hiscock (443) 244 -1633 or Erica McAndrew (410) 967-9399.

## Public Speaking Contest

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Prepare your speaking voices for the annual day of Public Speaking. **Public Speaking Day** contest date will be announced once available. After registration closes you will receive an email to sign up for a time slot for your speech. This is a new procedure due to COVID. Rules and Regulations were in the December/January *Tribune* and can be found on the fair website along with the registration. Once registration is open, an email will be sent to all families. A new entry system will be used this year called ShoWorks. ALL registrations will be completed through the Carroll County Fair website at [www.carrollcountyfair.com](http://www.carrollcountyfair.com). Any questions, please contact the Extension Office or Superintendents, Della Leister at (443)375-0123 or Rita Becker at (443)375-1114.

## Horsemen's 4-H Party

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The Annual 4-H Horsemen's Party is moving to a virtual format this year. Please hold the date if you are interested in attending. When more information is available, we will share with everyone.



## UME Volunteer Training

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There are many opportunities to support CC 4-H as a volunteer, even in a virtual platform. If you haven't already completed the UME Volunteer training, make plans to complete the training in 2021. Just email Becky ([bridgewa@umd.edu](mailto:bridgewa@umd.edu)) and you can complete all of the required paperwork and training directly from your home. Trainings can be completed at anytime!!

## MD 4-H Reopening Training

As we work towards the program reopening, all volunteers leading or assisting at activities will need to complete the MD 4-H Reopening training. You will need to complete the video and survey for credit. The video can be found at: <https://vimeo.com/444258496> The link for the survey will be provided at the end of the training video.

### Volunteer Refresher Course

The state 4-H program is requiring all **UME Volunteers who have been a UME Volunteer for 5 or more years to complete the Maryland 4-H Volunteer Refresher Training by March 1st.** It never hurts to get updated on information for volunteering with the Maryland 4-H Program. You can complete the refresher from the comfort of your own home by visiting: <https://extension.umd.edu/4-h/volunteers/training>

### Carroll County 4-H All Stars

In celebration of the 100<sup>th</sup> anniversary of the Maryland 4-H All Stars, please take a moment to reflect on your 4-H career and remember all those people who touched your life in some special way. Consider the following:

- Who led you to the 4-H program?
- Who always said, "I'll be glad to," when asked to help?
- Who was an inspiration or role-model during your 4-H career?
- Who brought you into the All Stars chapter during your initiation?

Each of us can likely name multiple people who have made a difference in our lives. Let's make an effort to tell them how much they have meant to us! To honor and remember those people, we are compiling a commemorative booklet as part of our 100<sup>th</sup> anniversary celebration. Take a moment and ask yourself, "Who do I need to thank or honor?"

The recognitions will be compiled and presented in a booklet that will be distributed at the 2021 Maryland 4-H All Stars Annual Conference. For more information, please visit <https://bit.ly/3cizBYd>

### MD 4-H Volunteers' Association

Join the Maryland 4-H Volunteers' Association at their next volunteer office hours session on February 24th at 7pm! The session will offer individuals the opportunity to practice Zoom techniques and ask questions. The features that will be highlighted are below:

- 7:00-7:15 Welcome and changing participant's name
- 7:15-7:30 Profile pictures
- 7:30-7:45 Searching for attendees, reactions, and emojis
- 7:45-8:00 Whiteboard
- 8:00-8:15 Polling
- 8:15-8:30 Breakout rooms

Use the registration link below to register in advance for this session. Please try to register by February 18th.

[https://umd.zoom.us/meeting/register/tJAodOChpjMoGdT\\_B7WsFyhsTeIJ0MgR8-TW](https://umd.zoom.us/meeting/register/tJAodOChpjMoGdT_B7WsFyhsTeIJ0MgR8-TW)

The graphic for the Maryland 4-H Volunteers' Association features a red header with the organization's name. Below, it states that the association is open to all University of Maryland Extension trained volunteers and that there is no membership application or fee. A central message reads "We are here to help everyone!". It lists five service areas: Training/Development, Mentors, Networking Opportunities, Delivery of Information, and Advocates. At the bottom, it provides contact information: "You can stay connected with us at: facebook.com/MD4HVOL OR md4hvolunteersassociation@gmail.com". The graphic also includes the 4-H logo and a small map of Maryland.



# Carroll County 4-H/FFA Fair

**Everyone** is welcome to participate in Fair Board meetings held at the Extension Office/Ag Center. The next meeting date is February 24th at 7:30 P.M.

**Too many ribbons?** Don't throw them away. If they are in good shape, drop them off at the Extension Office and we will recycle them for next year! Don't throw them out, let's recycle!

**Indoor Building Update**—We are making plans for the Indoor Departments and judging at the 2021 county fair. Many of the department entries will be dropped off and judged a day or two later. Some department entries are about the experience—what was learned so these departments will have conference judging. It will be necessary to read the fair schedule for indoor entries prior to the fair. It will indicate entry days only or which departments are entered and judged on the same day. Keep watching the *Tribune* for updates each month.

## Dates to Remember

February 1	<b>Diamond Clovers and Record Books Due</b>
February 13	<b>National Trip Interviews</b> , Carroll County Dairy Fun Day, 9:30-11:30 A.M. (Virtual Program)
February 21	Dog Fun Day, 1-3 P.M. (Virtual Program)
February 24	CC 4-H/FFA Fair Board Meeting, 7:30 P.M.
February 28	Cake Decorating Contest Entries Due
March 1	UME Volunteer Enrollment Deadline
March 12	<b>Senior Ambassador Applications Due</b>
March 13-14	<b>State Horse Bowl Contest (Virtual)</b>
April 2	<b>Junior Ambassador Applications Due</b>

## Carroll County 4-H Team



Becky Ridgeway  
Extension Educator  
bridgewa@umd.edu

The Carroll County 4-H Website. Find the *Tribune* online, plus other forms and information for youth and leaders.

<http://extension.umd.edu/carroll-county>

The MD 4-H Youth Development Website, news & information from all over the state, plus forms and information for youth & volunteers.

<http://extension.umd.edu/4-h>

University programs, activities, and facilities are available to all without regard to race, color, sex, gender identity or expression, sexual orientation, marital status, age, national origin, political affiliation, physical or mental disability, religion, protected veteran status, genetic information, personal appearance, or any other legally protected class.

If you need a reasonable accommodation to participate in any event or activity, please contact your local University of Maryland Extension Office.

The information given herein is supplied with the understanding that no discrimination is intended and no endorsement by University of Maryland Extension is implied.

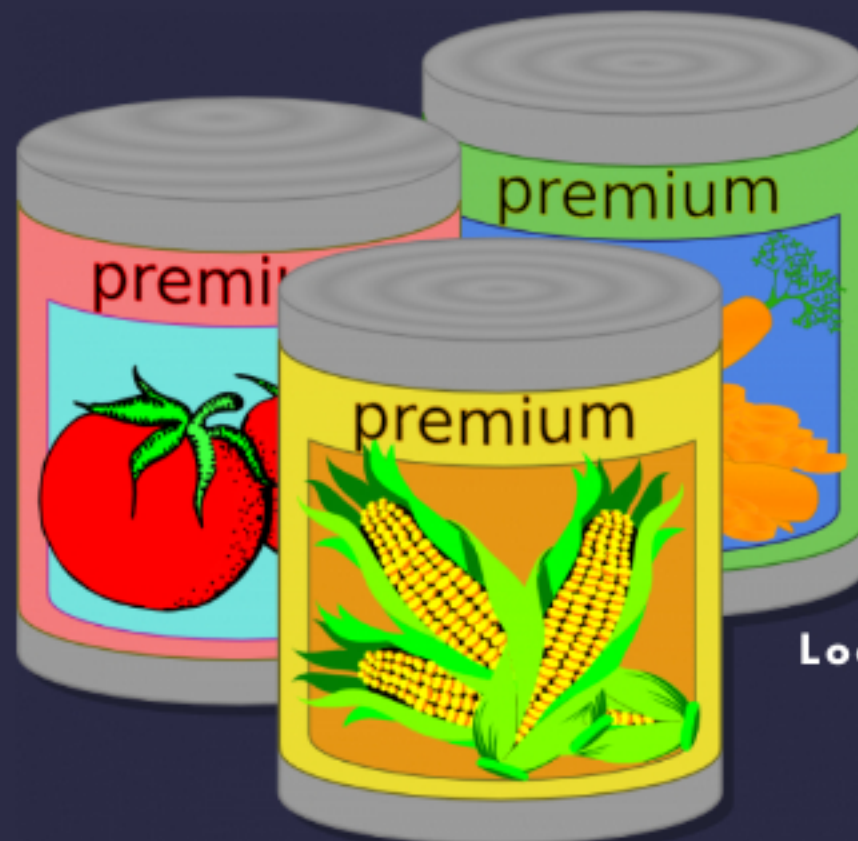




February 1 - March 5, 2021

# CANNED FOOD DRIVE

Sponsored by 4-H Ambassadors



## BENEFITS

Local Carroll County  
Food Banks

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## ACCEPTING NON PERISHABLE CANNED GOODS

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All donations can be dropped off at the CC Extension Office. Please leave in the large brown dropbox at the end of the flower bed. Any questions, email Becky ([bridgewa@umd.edu](mailto:bridgewa@umd.edu))

This institution is an equal opportunity provider.



# Join the Ambassador Team for a 4-H themed



**Where:** On Zoom at the link below

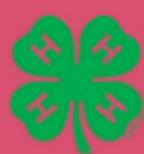
<https://umd.zoom.us/j/94181842133>

**When:** Friday, February 12th at 6:30pm

To prepare, please print 5 bingo cards per player. The cards can be downloaded at

<https://tinyurl.com/CC4Hbingocard>

**We hope you will join us for a FUN evening!**



# CARROLL COUNTY 4-H DECORATED CAKE CONTEST

DIVISIONS: CLOVERS, JUNIORS,  
INTERMEDIATES AND SENIORS



AWARDS WILL BE  
PROVIDED!

ENTRIES DUE BY FEBRUARY 28, 2021 -  
EMAIL PICTURES TO [BRIDGEWA@UMD.EDU](mailto:BRIDGEWA@UMD.EDU)

MUST BE AN ENROLLED MEMBER OF  
CARROLL COUNTY 4-H TO BE ELIGIBLE

THIS INSTITUTION IS AN EQUAL OPPORTUNITY PROVIDER.

UNIVERSITY OF  
MARYLAND  
EXTENSION



# 4-H DAIRY FUN DAY

**Saturday, February 13, 2021  
9:30-11:30 AM**

**To be held virtually on Zoom**

**Come learn about, practice and try your hand at:**

- **Virtual Dairy Skillathon**
- **Virtual Dairy Quiz Bowl**

*In order to participate, you will need access to a computer and a cell phone/tablet, each device will need Internet connection.*

**Register at:** [https://umd.zoom.us/meeting/register/tJlvceutrT8uGNaW40e8\\_FIBSy1Odr6-fLvY](https://umd.zoom.us/meeting/register/tJlvceutrT8uGNaW40e8_FIBSy1Odr6-fLvY)

Registration deadline: February 10, 2021

**After registering, you will receive a confirmation email containing information about joining the zoom.**

"University programs, activities, and facilities are available to all without regard to race, color, sex, gender identity or expression, sexual orientation, marital status, age, national origin, political affiliation, physical or mental disability, religion, protected veteran status, genetic information, personal appearance, or any other legally protected class."

# 4-H DOG FUN DAY



**Sunday,  
February 21, 2021  
1:00-3:00 PM**  
To be held virtually on  
Zoom

**Come learn about, practice and try your hand at:**

- **Virtual 4-H Dog Skillathon**
- **Virtual 4-H Dog Bowl**
- **Other Fun Activities to do in the 4-H Dog Project**

*In order to participate, you will need access to a computer and a cell phone/tablet, each device will need Internet connection.*

**Register at:** <https://forms.gle/io7n5D9yPGau5Y817>

Registration deadline: February 17, 2021

**After registering, you will receive a confirmation email. Additional information about joining the Zoom will be emailed to registered participants prior the event.**

"University programs, activities, and facilities are available to all without regard to race, color, sex, gender identity or expression, sexual orientation, marital status, age, national origin, political affiliation, physical or mental disability, religion, protected veteran status, genetic information, personal appearance, or any other legally protected class."



**CARROLL COUNTY 4-H AMBASSADOR PROGRAM  
MR. AND MISS 4-H AND 4-H AMBASSADORS**

Application Due: No later than **Friday, March 12, 2021**  
Deliver or Mail to: Carroll Co. Extension Office (4-H)  
700 Agriculture Center  
Westminster MD 21157  
Interviews: Saturday, **March 27, 2021**

Dear 4-H Members,

If you are between the ages of 14 and 18 and would like to apply to be a Carroll County 4-H Ambassador, please submit the following items to the Extension Office **no later than Friday, March 12, 2021**.

**Application Process Requirements:**

- Completed Application Page (with photo), Responses to Application Questions, and Resume.
- Two (2) letters of reference attached to application. Letters should support your consideration as Mr./Miss 4-H/Ambassador. Please make one letter from a 4-H adult, and one letter from a non-4-H adult. Letters may be from leaders, club officers, teachers, coaches, etc. No references from relatives will be accepted (even if they are your club leader).
- Reference Letters must come with your application packet.
- **SUBMIT YOUR APPLICATION PACKET BY 3/12/21.** No faxed items will be accepted.
- Application packets not completed and received by **March 12, 2021** will not be considered.

**Interview will take place Saturday, March 21, 2020:**

- Be prepared with a five-minute presentation about "What new and exciting ideas will you bring to the Carroll County Ambassador Team?". You may use visuals. If you choose to use PowerPoint, your presentation must be sent to the extension office before the interview day.
- Be prepared to answer questions related to: Your 4-H experience, Leadership perspective, and aspirations for 4-H and the Ambassador team.

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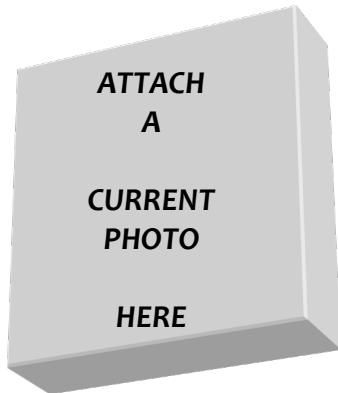
If you have any questions about the Ambassador Program or about anything pertaining to the application and/or interview process, please do not hesitate to contact me at 410-386-2760 or via email at [bridgewa@umd.edu](mailto:bridgewa@umd.edu).

Becky Ridgeway  
Extension Educator – 4-H Youth Development  
UME – Carroll County



**DUE TO:** Carroll County 4-H  
700 Agriculture Center  
Westminster, MD 21157

**Application Due: March 12, 2021**



**Interviews will be Saturday, March 27, 2021.**

**CARROLL COUNTY 4-H AMBASSADOR APPLICATION**

[For promotional purposes, please attach a current photo -- forms without photos will not be accepted!!!!]

Full name: \_\_\_\_\_ Age: \_\_\_\_\_ Birth Date: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone: \_\_\_\_\_ Email Address: \_\_\_\_\_  
Parent/Guardian Name: \_\_\_\_\_  
4-H Club(s) \_\_\_\_\_  
Years of Club Work Completed: \_\_\_\_\_ Projects Carried: \_\_\_\_\_  
Shirt size: \_\_\_\_\_

**School Level**

- Name of high school: \_\_\_\_\_ Year of Graduation: \_\_\_\_\_  
\_\_\_ Freshman    \_\_\_ Sophomore    \_\_\_ Junior    \_\_\_ Senior
- Name of college: \_\_\_\_\_ Year of Graduation: \_\_\_\_\_  
\_\_\_ Freshman    \_\_\_ Sophomore    \_\_\_ Junior    \_\_\_ Senior
- Name of Technical or Trade School: \_\_\_\_\_  
Field of Study: \_\_\_\_\_

**I hereby give permission for the Carroll County 4-H Youth Development Program to use my name, photo, and above information for educational and promotional purposes without compensation.**

**Signed:** \_\_\_\_\_ **Date:** \_\_\_\_\_



**CARROLL COUNTY 4-H AMBASSADOR PROGRAM  
MR. AND MISS 4-H AND 4-H AMBASSADOR  
APPLICATION Questions**

**Please Complete Questions Below**

1. Choose one of the 4-H Life Skills and describe how that skill has helped you continue being a leader through the COVID (2020) year?

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2. The 4 H's are head, heart, hands, and health. Select one, and describe which you believe is the most important to you.

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3. Who do you consider to be your role model and why? How have they influenced you to “Make the Best Better”?

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4. How do you believe the Ambassador Team can better support the Carroll County 4-H program through a virtual platform?

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5. Describe a leadership opportunity you had inside or outside of 4-H. Looking back on that opportunity, explain what you did well and what you could have improved.

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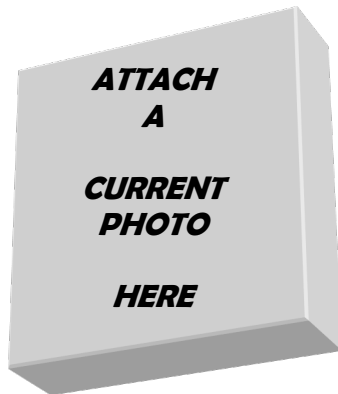
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**DUE TO:** Carroll County 4-H  
700 Agriculture Center  
Westminster, MD 21157

**Application Due:** **April 2, 2021**



**Interviews will be held on Saturday, April 10, 2021 virtually or at the Carroll County Extension Office (depending on Maryland 4-H reopening policies). Interview times are to be determined based on the interview format and will be communicated to applicants at least one week prior.**

**You must be present for your interview to be eligible to make the 2021-2022 Junior Ambassador Team.**

**CARROLL COUNTY 4-H JUNIOR AMBASSADOR APPLICATION**

[For promotional purposes, please attach a current photo -- forms without photos will not be accepted!!!!]

Full name: \_\_\_\_\_ Age: \_\_\_\_\_ Birth Date: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Email Address: \_\_\_\_\_

Parent/Guardian Name: \_\_\_\_\_

4-H Club(s) \_\_\_\_\_

Years of Club Work Completed: \_\_\_\_\_ Projects Carried: \_\_\_\_\_

T-Shirt Size: \_\_\_\_\_

Please answer the following questions. You may use additional space/paper if you would like.

**1. List 4-H activities that you have been involved with on the local (your club), county, and state level(s).**

**2. Why do you want to become a Junior Ambassador?**

**3. Name one person (adult or older 4-H member) who has served as a role model/mentor for you. Describe what qualities they have which make them a positive role model.**

**4. What could the Junior Ambassador Team do to promote the Carroll County 4-H Youth Development Program?**

**5. List other activities, hobbies, and interests you have other than 4-H.**

Youth Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Parent /Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## UME Volunteer Background Check Policy FAQ for Volunteers

The UME Volunteer Background Check policy will go into effect in 2021. All new volunteers will be screened starting February 15, 2021 and all current volunteers will be re-screened through an alphabetical cohort process starting on March 15, 2021. The chart below reflects the type of background check that will be required for each volunteer role.

<u>Volunteer Type</u>	<u>Appointment Term</u>	<u>New Background Check</u>	<u>Type of Screening</u>
<b>Tier 1</b>			<b>NO COST</b>
Episodic Volunteers	Limited to two months of service within a calendar year	Every three years	Basic Screening (Maryland Case Search and National Sex Offender Database Search)
<b>Tier 2</b>			<b>\$15.00</b>
Certified UME 4-H Volunteers 4-H Club Volunteers	One year	Every three years	Commercial Criminal Background Check
Master Gardener Volunteers	Three years	Every three years	Commercial Criminal Background Check
Watershed Stewards	Three years	Every three years	Commercial Criminal Background Check
<b>Tier 3</b>			<b>Approximately \$55</b>
Overnight 4-H Volunteer (Camp Staff)	One year	Every three years	CJIS Background Check
Overnight 4-H Volunteer (Trip Chaperone and/or, Event Chaperone)	One year	Every three years	CJIS Background Check
Certified UME 4-H Volunteer (Day Camp Staff)	One year	Every three years	CJIS Background Check

## **What are the different types of background checks?**

- ★ *A CJIS Background Check is a fingerprint background check and will be assigned to volunteers with a high level engagement.*

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- ★ *A Commercial Criminal Background Check is a data driven check using an individual's social security number.*
- ★ *A Basic Screening is a check of the Maryland Case Search Database and the National Sex Offender's Database that will be conducted by the Operations office.*

**Who made the decision to change the background screening process for volunteers?** *The decision was made by the Senior Leadership Team (AD/ADO and the Assistant Directors) with significant input from the AGNR Fiscal and Human Resources offices. This FAQ was developed in response to questions submitted through the faculty and staff survey that was distributed in November 2019.*

## **Why was this decision made? Why now?**

*The Senior Leadership Team has been working on this issue for over two years. The decision was made to protect the organization, UME programs, UME volunteers, youth and the stakeholder base served by UME. This is an update to the current UME Volunteer Policies and Procedures and is based on current volunteer trends and legal concerns. UME will review and update these policies and procedures on a regular basis.*

## **Some volunteers have served UME for many years without being screened, why do they need to be screened now?**

*Various levels of volunteer screening have been in place within UME for over 20 years as per the [UME Volunteer Policies and Procedures](#). Given the ongoing and future expansion of volunteer opportunities throughout Extension across all programs, the screening process must be more consistent and formalized to minimize risk.*

**Do current volunteers need to be background checked through this process?** *All current volunteers will need to be screened. A systematic process will be implemented after the policy is initiated with new volunteers starting on February 15, 2021. Screening for current volunteers will begin on March 15, 2021 in a staggered process.*

## **If volunteers work for the Federal Government, can their clearance count as a background check?**

*No, since there are different levels of clearance and different criteria/concerns that would be considered in either a commercial criminal background check or fingerprint background check.*

**If a volunteer only helps at one annual event, do they still need to be background checked?** *Yes, all volunteers must submit to a background check. There are three types of background checks that are assigned to a volunteer based on their level of engagement with the program.*

**If volunteers are not working with youth, do they still need to be background checked?** *Yes. Volunteers serve on behalf of the University of Maryland in many different capacities. UME is working to reduce potential liability on a variety of fronts, with the intention of minimizing risk and fostering a safe environment for all.*

**Some programs have guidelines specifying the proper supervision ratios of participants to leaders. If UME volunteers are following these guidelines, why do they need to be background**

## **checked?**

*Ensuring proper supervision ratios is one cautionary step taken to protect our constituents, but it does not account for the liability that may be created by issues in an individual's history. The background check process is an important additional step to protect UME and our constituents.*

## **Is there a level of volunteer involvement a volunteer can do that would not require them to be background checked?**

*UME volunteers serve in a variety of roles, and each one is a representative of the organization, therefore all volunteers must submit to a background check.*

## **How much will this cost for a volunteer?**

*The cost of the background check will depend on the type of background check required for the type of volunteer role (see Background Check Chart). The majority of Extension volunteers will be required to submit to a Commercial Criminal Background Check (Tier 2) which will be conducted through Sterling Volunteers and cost approximately \$15. Volunteers serving in Tier 3 role will be required to submit to a CJIS Background Check which requires fingerprinting, the cost of which is approximately \$55, but varies depending upon the facility that the volunteer chooses to utilize.*

## **Why do volunteers have to pay the cost when they are performing service for UME? Why do I have to pay to be a volunteer?**

*Volunteers are not being asked to pay to be a volunteer. Federal, state, county EAC, or university funds cannot be used to cover the cost of background checks. This includes reimbursement. Requiring volunteers to pay for a background check is not uncommon in many organizations.*

## **How often will volunteers need to be screened?**

*Volunteers will need to be re-screened every 3 years.*

## **Where do volunteers have to go for their background checks? How much time / travel will be required of the volunteer to complete this task?**

*Most volunteers won't have to go anywhere. Only Tier 3 volunteers, those requiring a CJIS Background check will have to go to a facility to be fingerprinted. Operations office will be communicating information with volunteers regarding all volunteer background checks.*

**What happens to a volunteer if they do not agree to go through the screening process?** *Volunteers must submit to and pass a background check in order to serve UME. If an individual chooses not to go through the screening process, they may not serve as a volunteer for UME.*

## **What personal information will be subject to a background check?**

*The information collected as part of this process will include a volunteer's address, phone number, social*

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*security number, driver's license number, or other potential identifying information. The information checked as part of a record examination may include driving record, criminal or legal history. This information will be gathered through the background check process with Sterling or CJIS.*

## **If a volunteer has already had a background check done (for instance as a teacher or a law enforcement official), do they need to be background checked again or can those prior results be shared with UME?**

*Due to confidentiality and privacy concerns, this type of information is not transferable, therefore all UME volunteers must submit to the UME background check process.*

**How will a volunteer’s privacy be protected?**

*The CJIS screening and the Commercial Criminal Background check processes are confidential. As stated above only the Assistant Director of Operations and the Business Services Specialist will have access to the actual documentation.*

**Can a volunteer be reimbursed for this cost?**

*Volunteers may not be reimbursed for the cost of the background check by federal, state, county or EAC dollars.*

**Is there a scholarship or grant money available to cover the cost for volunteers who cannot afford it?**

*Currently there is no scholarship or grant funds to cover the cost. UME has worked diligently to consider the impact of cost on volunteers and has created a tiered system in which the bulk of the volunteers (over 85%) will pay a nominal fee for the background check.*

**If a volunteer does not have funds to pay for this, does that mean they can no longer volunteer for UME?**

*If a volunteer does not complete a background check, he or she may not be a UME volunteer. Federal, state, county and EAC funds may not be used to cover the costs.*

<p><b>UME Volunteer Taskforce</b> UME Volunteer Background Check Policy FAQ for Volunteers Created 2020 Authors: UME Volunteer Taskforce and UME ADO</p>	<p>Published: November 20, 2020</p>
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