



QUESTIONS AND ANSWERS ABOUT THE CHILD PROTECTION PROGRAM

(REVISED DEC. 2016)

1. What do we, as a league, have to do to comply so that we can be chartered for the next season?

Since 2003, the local league has been required to have all board members, managers, coaches, and other volunteers or hired workers who provide regular service to the league and/or who have repetitive access to or contact with players or teams to fill out the Little League Official Volunteer Application. Additionally the league has been and is required/ to conduct a background check on each of these individuals.

NEW FOR 2017- A local Little League must conduct a nationwide background check utilizing First Advantage or another provider that is comparable to First Advantage in accessing background check records for sex offender registry data and other criminal records. Little League Baseball and Softball will require each league to sign an agreement on the charter application that they will comply with Regulation I (b) and I(c) 8 & 9. The leagues are also required to sign a statement on the tournament enrollment form verifying that the process under the regulation has been completed and implemented. Failure to sign the agreement on the charter application will result in the league not being chartered and failure to fulfill the requirement of the regulations will result in the league's status being referred to the Charter/Tournament committee for action to revoke the league's charter and all privileges.

2. What type of background check is required by the new regulations?

NEW FOR 2017- A local Little League must conduct a nationwide background check utilizing First Advantage or another provider that is comparable to First Advantage in accessing background check records for sex offender registry data and other criminal records. This criminal records check may provide additional, important information regarding the criminal records of individuals whose crimes do not require that they be listed on a sex offender registry. The background check provider for United States leagues is First Advantage, which can be accessed by going to LittleLeague.org/Background. More information on the Little League Child Protection Program can be obtained by going to LittleLeague.org/childprotection. The first 125 checks through First Advantage are paid for by Little League International and are free to each chartered Little League. If additional checks are necessary, they will cost the league only \$1 per background check conducted.

3. What type of offenses are we screening for when we conduct a background check?

Local leagues are conducting a nationwide background check that includes sex offender registry data and other criminal records for anyone who has committed any type of offense involving minors. An individual who has been convicted of or plead guilty to charges involving or against a minor, no matter when the offense occurred, must not be permitted to work or volunteer.

4. Why is Little League changing the background check minimum requirement?

A background check that includes millions of criminal files in addition to national sex offender registry data will provide those individuals making personnel decisions that much more information in determining whether an applicant is acceptable and fit to volunteer, work or participate in any manner within their local league program.

5. Why First Advantage?

Little League has partnered with First Advantage for many years to provide local Little League programs a criminal background check tool. Through this partnership, each league and District is given 125 free background checks (paid for by Little League International) and any additional checks will only cost \$1 per check. The First Advantage National Criminal File database contains more than 350 million records which include criminal records and sex offender registry records across 50 states and the District of Columbia. This program continues to be a great resource and value to local leagues.

6. Our League is required by the property owner (city, town, municipality, county, etc.) where we play our games and practices to conduct background checks approved by them on all of our volunteers and/or hired workers before we can use their fields. Are these checks acceptable and do they meet Little League's minimum requirements of Regulation I (c) 8 and 9?

No. Most checks required by these entities are local or state only checks which do not meet the Little League requirements. Also, the local league is responsible for conducting and reviewing the background check data and making their own personnel decisions per the regulations. Although the property owner has the right to determine who uses their facility, any decision they make as a property owner may or may not meet the Little League Regulations.

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7. Who in the local league should be responsible to process the background check information?

Little League Baseball and Softball recommends the board of directors appoint the local league president and two other individuals to handle the background checks. These individuals may be from the board or individuals outside the board. For instance, the board of directors may appoint individuals who have significant professional background in this area, such as law enforcement officers or individuals with a legal background.

8. What if an individual has previously had a background check?

Each league must conduct its own background check on the appropriate individuals annually.

9. What will result in termination of a volunteer under these regulations?

Any background check that reveals a conviction or guilty plea for any crime involving or against a minor must result in immediate termination from the league. Additionally, volunteers who refuse to submit a fully completed Little League Volunteer Application, including their Social Security Number and a government issued photo ID, must be immediately terminated or eliminated from consideration for any position. This includes individuals with many years of service to your league unless the league has used the First Advantage Background Screening tool (available on the Little League website) in previous seasons. Those returning individuals can use the current Little League "Returning" Volunteer Application which does not require the Social Security Number or Date of Birth as those items are already included and redacted in the First Advantage program for returning volunteers.

10. What if offenses involving or against minors are pending prior to or after appointment to a position in the local league?

We suggest the individual not be appointed or should be suspended from his/her current position pending the outcome of the charges.

11. What if there are convictions or other offenses NOT involving or against minors?

Even though convictions or other offenses may not be against a minor, the local league board of directors still may deem these individuals as inappropriate and/or unfit and may prohibit him/her from working as a hired worker or volunteer within the league.

12. Who is to be made aware of the information found on the background check?

The local league president shall only share personal information contained in the volunteer application, background check or other information obtained through the screening process with other members of the board of directors in order to make personnel decisions. If the information obtained through the background check is public record and causes an individual to not be appointed or to be terminated, Little League Baseball and Softball recommends this information be shared with the parents/guardians of the children who have had contact with the individual previously.

13. Where should these records be maintained and for how long?

The local league president shall retain each volunteer application, background check information, and any other documents obtained on file and maintain the record of a volunteer for at least 2 years after the volunteer is no longer in the league. When it comes time to dispose of these records, they should be destroyed as they contain sensitive information. All actions concerning these records must comply with any applicable laws. Leagues should also maintain records in the case that the league has taken action or made a decision based upon the information contained in the records. The records should be maintained in a locked and secure area, such as the league president's home and not a club house or similar facility.

14. What is the timetable for completing the screening of each individual?

The league must complete the annual screening process prior to the individual assuming his/her duties for the current season. This would include the individual submitting a completed volunteer application and the league completing an appropriate background check. The applicant must also submit a government issued photo ID, usually a driver's license, in order for the league to verify that the information on his/her volunteer application is correct, i.e., spelling of name, address, date of birth, etc.

15. What resources are available through Little League Baseball and Softball to assist this process?

The current Little League Official Volunteer Application is available at LittleLeague.org/VolApp.

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16. What will it cost my league to implement this initiative?

The first 125 checks conducted through First Advantage are paid for by Little League International and are free to each chartered Little League. If additional checks are needed, they will cost the league only \$1 per check.

17. When should local leagues begin to conduct background checks on volunteers and hired workers?

In accordance with Little League Regulation I (c) 8 & 9, local leagues must conduct background checks on all volunteers and hired workers prior to the applicant assuming his or her duties for the season. Background checks must be completed on all individuals who are required to complete the "Little League Official Volunteer Application" and who provide a regular service to the league and/or have repetitive access to, or contact with, players and teams. This includes, but is not limited to, managers, coaches, Board of Director members, and other persons or hired workers.

18. Does this initiative also apply to those individuals that assist the manager and coaches at practices or games?

Yes. Any individual who provides regular service to the league and/or has repetitive access to or contact with players or teams must fill out the Volunteer Application with a Social Security Number, provide a copy of a government issued photo ID, and go through the background check process.

19. Who is going to coach the team if a screened manager or coach is no longer able to fulfill his/her duties?

Any permanent replacement cannot assume their duties until the volunteer application and background check has been completed. The league may temporarily assign a board member or another screened individual to fill the vacancy until the proper process and appointment has been made.

20. Should our league wait until the entire screening process has been completed to submit our Charter Application and Insurance Enrollment Form?

No. The appropriate league officers must sign the statement on the form agreeing to adhere to the new regulations requiring the use of the new volunteer application and background screening process as outlined in Regulations I (b) and I (c) 8 & 9. Once this section is completed the balance of the charter application can be completed and submitted to Little League Baseball and Softball.

21. As the league president or an official of the local league, how do I explain the need for this initiative?

These requirements were implemented in 2002 by Little League and your local league to:

- 1) Protect our children and maintain Little League as a hostile environment for those who would seek to do them harm.
- 2) Protect individuals and leagues from possible loss of personal or league assets because of litigation.
- 3) Take advantage of current technology and laws that have made background check information accessible to your local league.

Little League Volunteer Application - 2017
Do not use forms from past years. Use extra paper to complete if additional space is required.

A COPY OF VALID GOVERNMENT ISSUED PHOTO IDENTIFICATION MUST BE ATTACHED TO COMPLETE THIS APPLICATION.

Name: _____ Date: _____
Address: _____
City: _____ State: _____ Zip: _____
Social Security # (mandatory with First Advantage) _____
Cell Phone: _____ Business Phone: _____
Home Phone: _____ E-mail Address: _____
Date of Birth: _____
Occupation: _____
Employer: _____
Address: _____
Special professional training, skills, hobbies: _____
Community affiliations (Clubs, Service Organizations, etc.): _____
Previous volunteer experience (including baseball/softball and year): _____
Do you have children in the program? Yes No If yes, list full name and what level? _____
Special Certification (CPR, Medical, etc.): _____
Do you have a valid driver's license? Yes No
Driver's license: _____ State: _____
Have you ever been convicted of or plead guilty to any crime(s) involving or against a minor? Yes No
If yes, describe each in full: _____
Are there any criminal charges pending against you regarding any crime(s) involving or against a minor? Yes No
If yes, describe each in full: _____
Have you ever been refused participation in any other youth programs? Yes No
If yes, explain: _____
In which of the following would you like to participate? (Check one or more.)
League Official Coach Umpire Field Maintenance
Manager Scorekeeper Concession Stand Other

Please list three references, at least one of which has knowledge of your participation as a volunteer in a youth program:
Name/Phone: _____

IF YOU LIVE IN A STATE THAT REQUIRES A SEPARATE BACKGROUND CHECK BY LAW, PLEASE ATTACH A COPY OF THAT STATE'S BACKGROUND CHECK. FOR MORE INFORMATION ON STATE LAWS, VISIT OUR WEBSITE: <http://www.littleleague.org/learn/programs/childprotection/state-laws-ig-checks.html>

AS A CONDITION OF VOLUNTEERING, I give permission for the Little League organization to conduct background checks on me now and in the future to determine if I am eligible to be active with the organization, which may include a review of one or more offender registries (some of which contain name only searches which may result in a report being generated that may or may not be me), child abuse and criminal history records. I understand that, if appointed, my position is conditional upon the league receiving no inappropriate information on my background. I hereby release and agree to hold harmless from liability the local Little League, Little League Baseball Incorporated, the officers, employees and volunteers thereof, or any other person or organization that may provide such information. I also understand that, regardless of previous appointments, Little League is not obligated to appoint me to a volunteer position. If appointed, I understand that, prior to the expiration of my term, I am subject to suspension by the President and endorsed by the Board of Directors for violation of Little League policies or principles.

Applicant Signature: _____ Date: _____
If Minor/Parent Signature: _____ Date: _____
Applicant Name (please print or type): _____

NOTE: The local Little League and Little League Baseball, Incorporated will not discriminate against any person on the basis of race, creed, color, national origin, marital status, gender, sexual orientation or disability.

LOCAL LEAGUE USE ONLY:
Background check completed by league officer on _____
(System(s) used for background check (minimum of one must be checked):
Regulation (C) (2) Mandates First Advantage or another provider that is comparable
*First Advantage Sex Offender Registry Data along with a National Criminal Records check of at least 281 million records
*Have been advised that if you use First Advantage and there is a name match in the data where only one match is returned, the program will flag the applicant and they will receive a letter advising them.
*Have been advised that if you use First Advantage and there is a name match in the data where only one match is returned, the program will flag the applicant and they will receive a letter advising them.
*Only attach to this application copies of background check reports that reveal convictions of the applicant.

Little League® "Returning" Volunteer Application - 2017
Do not use forms from past years. Use extra paper to complete if additional space is required.

If you filled out a volunteer application last year and your league uses the background check tools provided by Little League International, please fill out the returning volunteer application. Otherwise, please use the standard volunteer application.
You must provide the information to all the questions in this section

Have you ever been convicted or plead guilty to any crime(s) involving or against a minor?
 Yes No
If Yes, describe each in full: _____
Are there any criminal charges pending against you regarding any crime(s) involving or against a minor?
 Yes No
If Yes, describe each in full: _____
Have you ever been refused participation in any other youth program? Yes No
If Yes, explain: _____

In which of the following would you like to volunteer? (Check one or more)
 League Official Manager Coach Umpire Field Maintenance
 Score Keeper Concession Stand Other: _____

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Applicant Name (please print or type): _____
Applicant Signature: _____ Date: _____
If Minor - Parent Signature: _____ Date: _____

NOTE: The local Little League and Little League Baseball, Incorporated will not discriminate against any person on the basis of race, creed, color, national origin, marital status, gender, sexual orientation or disability.

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This is an example of the revised, mandatory Little League Volunteer Application and Returning Volunteer Application. A version that can be filled out electronically and printed from your computer is available at LittleLeague.org.