

Marsh Creek Eagles

Volunteer Background Verification Requirements

2016 Season



DUE DATE : ALL forms are due on or before **JUNE 1st**. Submit as instructed below to the **Marsh Creek Eagles Secretary**

Volunteer Positions Requiring Background Verifications:

- ¹ All Board Members including Elected Directors & Officers, Appointed Directors and Appointed Key Activity Leads
- ² All Football and Cheerleading coaches (head coaches and asst coaches)
- ³ All Football and Cheerleading Team Parents

APPLICATION FORMS:

Required forms from EVERY volunteer applicant

Clearance	Required by	Verification performed by:	Deliverable to MCE	Form Location	Validity Period	FEE\$
1 MCE Application Form	MCE & Pop Warner	Applicant	Original Signed Application	MCE Website	12 Months	\$14.00
2 PA Affidavit	PA State Law	Applicant	Original Signed Affidavit	MCE Website	12 Months	<i>(See Exception)</i>

EXCEPTION: Applicants with residency **LESS THAN 10 consecutive years** in PA.
(MUST complete Federal Criminal History Clearance. Fingerprints required. No PA Affidavit required)

CLEARANCES:

A Required Clearances for EVERY volunteer applicant

Clearance	Required by	Verification performed by:	Deliverable to MCE	Hyperlink	Validity Period
1 Pop Warner - Sexual Offender	Pop Warner National	MCE	Original Clearance report	N/A	12 Months
2 Pop Warner - National Crime	Pop Warner National	MCE	Original Clearance report	N/A	12 Months
3 PA Child Abuse Clearance	PA State Law	Applicant	Original Clearance report	Child Abuse Clearance Pennsylvania Access to Criminal History (PATCH) Web Site	36 Months
4 PA Criminal History Clearance	PA State Law	Applicant	Original Clearance report	(PATCH) Web Site	36 Months

B Required Clearances for SELECT volunteer applicants - PA Residency is LESS THAN 10 consecutive years

Clearance	Required by	Verification performed by:	Deliverable to MCE	Hyperlink	Validity Period
1 Federal Criminal History Record	PA State Law	Applicant	Original Clearance report	Federal Criminal History Record Information	36 Months

Note: Advise the Marsh Creek Secretary if you require assistance. **Applicant is responsible for processing fee of \$25.75.**

NOTICES:

- Failure to comply with any of the requirements stipulated by Pop Warner National, PA State Law or Marsh Creek Eagles Policy as noted above will **disqualify** individuals from volunteering with Marsh Creek Eagles.
- No exceptions can or will be made to the aforementioned requirements.
- Original Clearance Reports **MUST** be provided to MCE and retained thereby in accordance with PA State Law.
- Applicant Forms **MUST** be fully completed, including SSN where requested.

CONTACTS:

	Name	
MCE Secretary	Kristin Shillingford	secretary@marshcreekeagles.org
MCE Treasurer	Thomas Waite	treasurer@marshcreekeagles.org
Director of Football	Joe Umberger	football@marshcreekeagles.org
Competitive Commissioner	Brian Benner	comp@marshcreekeagles.org
Non Comp. Commissioner	Rob Dennis	noncomp@marshcreekeagles.org
Director of Cheer	Andria Engelhardt	cheer@marshcreekeagles.org
VP President	Brandon Noble	vp@marshcreekeagles.org