

Special Olympics Maryland Area Memo

07/28/2023

**Special
Olympics
Maryland**



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Welcome

If there are any members of your area's leadership who are not currently receiving the Area Memo, [please fill out this form](#)

Shout out a volunteer

This memo's shout outs go to...

Pat Neary

Shout out to Pat for attending Harford County's Camp SpArc event last week! Harford's program was able to showcase Unified bocce and soccer to the campers and volunteers. Everyone had a great time, and we had a new soccer sign up that night! Pat was able to help stations run smoothly and provide a great experience for all. Thank you!

Please use the link below to submit your shout outs!

<https://www.surveymonkey.com/r/LV88QG9>

(NEW) Area Program Sport & Activity Information Form

To more effectively capture the many programs and activities taking place in the community, we have put together a Training Program Information Form.

This form will help our state office stay more organized with up-to-date information on what programs are happening, where they're happening, and when they are happening.

Please submit 1 form for each sport/activity from your program using the link below:

<https://wkf.ms/3Kqg0Zp>

To avoid duplicate submissions, Coaches, Sport Volunteers, and Sport Coordinators, please work with your Area Leadership on submitting this form as they may have done so already.

We ask that this is submitted by the registration deadline during each sport season.

If you have any questions, please contact Jeff Abel (jabel@somd.org).

CSOA and PoC Coaching Courses Offered Live and In-Person at SOMD HQ

We're very pleased to announce the return of Coaching Special Olympics Athletes (CSOA) and Principles of Coaching (PoC). These courses, offered free of charge, will serve to renew any existing Coach Sport Certification for 3 years.

Also, as you no doubt know, *CSOA is a required course for ALL coaches (no coach will earn a sport certification or have an existing certification renewed/extended unless they have completed CSOA once; only exception is for coaches who work exclusively with Unified sports, in which case they must complete the online Coaching Unified Sports (CUS) course).*

We must have a minimum of 7 registrants signed up at least 2 days in advance of each course due to the heavily "discussion-focused" nature of these courses. There will be a cap of 25 registrants per session.

Registration is required *at least 2 business days in advance* of the course so we can be sure we have a sufficient number to hold each class and to have an adequate number of packets and refreshments available.

Coaching Special Olympics Athletes (CSOA)

Sunday, August 27, 9:00am – 1:00pm

Saturday, September 30, 9:00am – 1:00pm

Each session noted above is the complete CSOA course – you should not sign up for both.

Principles of Coaching (PoC)

Sunday, September 10, 9:00am – 2:00pm

Session will include a working lunch (lite lunch provided)

PoC requires previous competition of CSOA as well as a minimum of 2 years Special Olympics coaching experience

To register for any of these sessions, please complete the following online registration survey:

https://www.surveymonkey.com/r/CSOA_PoC_Reg_2023

Tennis Growth Grant Available

Thanks to our friends at the [WTA](#) and TennisWarehouse, funds are available to programs interested to starting a new tennis program or expanding their existing program. Funds can be used to purchase equipment (racquets, balls, ball hoppers, and other teaching equipment) to help make your program successful.

If you are interested in adding/growing a tennis program and need equipment, please reach out to Jeff (Jabel@somd.org)

Area Leader Quick Guide

Attached to this memo is the most up-to-date version of the Area Leader Quick Guide. With the number of new staff members on our team, we wanted to make sure this got updated and distributed. While not comprehensive, this list is organized by content/question/area of concern and will help you identify the best SOMD staff member to contact.

For ease, we will include this attachment on the area memo moving forward and will highlight if/when updates are made.

Reminder: August Area Director Call

Our next Area Director meeting will be on Wednesday, 8/16 at 6:30pm. Please use the link below to join

SOMD AmeriCorps Positions

For the past 7 years, Special Olympics Maryland has partnered with Frostburg State's ASTAR AmeriCorps program to host AmeriCorps members for a year of meaningful service to our athletes and programs! AmeriCorps Members serve with Special Olympics Maryland from August 15, 2023-August 14, 2024 and receive:

- A bi-weekly stipend
- End of service Segal Education Award (can be used for existing Student Loans, and/or future education expenses)
- Interest-free student loan forbearance during term of service
- Health Insurance and Childcare reimbursement are available

We are currently working to fill the positions of:

- AmeriCorps Volunteer Coordinator
- AmeriCorps Interscholastic Unified Sports Coordinator
- AmeriCorps Unified Champion Schools Coordinator

If you know of anyone who may be interested in serving as an AmeriCorps member for Special Olympics Maryland, please have them email Jeff (Jabel@somd.org) for more information and next steps on how to apply.

Area Program Fundraiser Info Form

As we discussed in our Area Director meeting and on Monday's call, we'd like to get a better idea of the many fundraisers taking place around the state in support of Special Olympics Maryland. This will also help us advertise your events while also consolidating state office requests for credit card machines, Classy Pages, and more.

[Moving forward, please fill out this form when you are planning a fundraiser.](#)

Area Directors- Please send Jeff 1 email address that will receive a confirmation email when a fundraiser is submitted for your local program (thanks to those who already have...you'll receive an activation email from Monday.com)

Finance Corner

BUDGET 2024 – The schedule for completing the 2024 budget has been set. This schedule will be shared during the AD Webinar and has been emailed to everyone. In order to make sure that the budget packet is ready for the Board in December, please keep to the schedule.

The Finance Team found a suitable budgeting software that works with Sage Intacct called MARTUS. The finance team, a subset of senior staff members and a subset of Area Directors vetted the program. It is easy to use, integrates with Sage Intacct, and will eliminate the need for Excel worksheets that upload. The kickoff will be July 25th. We anticipate training sessions to be held the week of Aug 21st for all users. The training schedule has not been set yet.

MARTUS software will provide actual expense data from FY2023 in a trailing 12-month format for reference as you build out your 2024 budgets. Budgets will still require the January through December budget spread. And please don't forget about In-Kind.

Budgets are due on or before September 15th. If you need any assistance, please reach out to the finance team.

BANKING – SOMD instituted sweeps with our bank accounts. Our funds are ‘swept’ out of checking overnight into Money Market vehicles that earn interest – currently 3.85%. This reduces our risk under FDIC rules and provides additional interest on our accounts. To accommodate the accounting for the sweeps, there is a new account in the Cash & Cash Equivalents section of your balance sheet.

Remember to continue to monitor your cash balances between checking, savings, and the investment portfolio. The end of a quarter is a great time to assess your positions. Currently, savings is yielding 4.65% interest.

CORP. CREDIT CARDS – just a quick reminder, as we have some new card holders. Please remember to complete your credit card transaction coding and receipting in the Truist ESP portal by the 3rd business day after the close of the month. Coded transactions need to be approved by the 6th business day. Thank you for continuing to support this process.

Joanne & Kim will be on vacation July 16th through July 22nd. Reach out to Darlene during this time if you have any questions.

Pre-Season and Pre-Competition Webinars

The dates and time for Pre-Season webinars have been set for the upcoming seasons. Please share this info with your coaches and sports volunteers.

Pre-Season Coaches Webinars (slides from recorded sessions are available on the respective CRP)

Sport	Date/Time	Registration / Recording Link
Kayaking	Wed, 05/24	Recording: https://www.youtube.com/watch?v=V0nkj5W7_LQ
Golf	Wed, 07/19 6:30-7:30pm	https://somd.zoom.us/meeting/register/tZYocuytqjliH9GxAHra58zGQCOBnAXdlh7w
Cycling	Tue, 08/01 6:00-7:00pm	https://somd.zoom.us/meeting/register/tZUtcu6vrz4rH9MBlrGT-2i9APMM16Af2wls
Dist. Run.	Mon, 08/14 7:00-8:00pm	https://somd.zoom.us/meeting/register/tZ0lf-yvqz0pHN1X2MbQeMumxnG4P29b4VfR
Flag Football	Wed, 08/09 6:00-7:00pm	https://somd.zoom.us/meeting/register/tZcpdeqtqTwiHnwb7r6adFK4cGajGsS-1stV
Powerlifting	Mon, 08/14 6:00-7:00pm	https://somd.zoom.us/meeting/register/tZ0pf-2gqTotG9YF9J7C-HPSjYyIZBWI2uz0
Soccer	Thu, 08/17 6:00-7:00pm	https://somd.zoom.us/meeting/register/tZwvc-mrqjouHdTkmYMFLD9Cgfnlktw8QTKP
Tennis	Wed, 08/09 7:00-8:00pm	https://somd.zoom.us/meeting/register/tZcodOyrrj4tGdXWYg8TMI49kiQEXgWGifHb
Bowling	Thu, 09/07 6:00-7:00pm	https://somd.zoom.us/meeting/register/tZAvcuGujwrHdZh88vtahIBDc1lqM39ljum

Pre-Competition Coaches Webinars (slides from recorded sessions are available on the respective CRP)

Sport	Date/Time	Registration / Recording Link
Kayaking - Trials	Tue, 08/08 6:00-7:00pm	https://somd.zoom.us/meeting/register/tZUkdOyrrp8iEtTEIEgo-F1Lyo0owhXQRVpF
Kayaking - Finals	Tue, 08/15 6:00-7:00pm	https://somd.zoom.us/meeting/register/tZlpfuyqqTsuHNf---LIU7odG1DjsG9NsNz
Golf	Tue, 09/19 6:30-7:30pm	https://somd.zoom.us/meeting/register/tZEcumhpszwpEtDmWdRycUfWPvKnxLBLEFXuc

Cycling	Thu, 10/12 6:00-7:00pm	https://somd.zoom.us/meeting/register/tZYqdOurrDMtGdNlj8zNzWMnXlIzaNx9WG9e
Dist. Run.	Wed, 10/11 7:00-8:00pm	https://somd.zoom.us/meeting/register/tZYrdOggqT8uHdaMdlvPHhZnUkocHHvb67Bp
Flag Football	Tue, 10/10 7:00-8:00pm	https://somd.zoom.us/meeting/register/tZ0ufu2qqTMtHtcYEEjc1cJdOs7Pt4KgayZP
Powerlifting	Wed, 10/11 6:00-7:00pm	https://somd.zoom.us/meeting/register/tZcocuupqTsrE9VznaCqZSf5aX4Dudy4tWjg
Soccer	Tue, 10/24 6:00-7:00pm	https://somd.zoom.us/meeting/register/tZcpf-yrqDMuGNbir12T_JkMboM2egRy-UHu
Tennis	Tue, 10/10 6:00-7:00pm	https://somd.zoom.us/meeting/register/tZAkcuivqjsrHNNH8xOq58FL_dXTYQdIT3Jw3
Bowling - Regionals	Thu, 11/02 6:00-7:00pm	https://somd.zoom.us/meeting/register/tZctf-GvqDoiGdTPAe6MQhPdfyWlWbGrAyr
Bowling - Finals	Tue, 11/28 6:00-7:00pm	https://somd.zoom.us/meeting/register/tZAsdeytrjpsHtBoFx18GPTcbB5OPlqyTICn

Sports Department Contacts – Assigned Sports

Your Area Director and Area Leadership should always be your first point of contact. However, should you have questions regarding a specific sport, coach education, or competition, please work with the corresponding Sport Director.

- **Melissa Anger, Senior Sports Director**

- manger@somd.org, 410.242.1515 x122

Basketball	Soccer
Cheerleading	Softball
Flag Football	Tennis

*Locally Popular Sports: Volleyball,
Cross Country Skiing, Pickleball*

- **Ryan Kelchner, Sports Director**

- rkelchner@somd.org, 410-242-1515 x171

Athletics	Golf
Bocce	Powerlifting
Distance Running	Snowshoeing

*Locally Popular Sports: Dance,
Equestrian Sports, Floor Hockey*

- **Elizabeth Kramer, Sports Director**

- ekramer@somd.org, 410.242.1515 x127

Alpine Skiing	Kayaking
Bowling (10 pin)	Swimming
Cycling	

*Locally Popular Sports: Figure Skating,
Sailing, Short Track Speed Skating,
Duckpin Bowling*

If you have questions regarding multi-sport events, or USA/World Games, please contact:

- **Steve Bennett, Senior Director, Competitions**

- sbennett@somd.org, 410.242.1515 x102

Summer Games	Fall Sports Festival
Winter Games	

USA Games
World Games

If you have questions regarding High School Unified® Sports (IUS) training and competition, please contact:

- **Zach Cintron, Senior Director, High School Unified® Sports**
 - zcintron@somd.org, 410.242.1515 x161
 - IUS Athletics (T&F) IUS Outdoor Bocce IUS Tennis
 - IUS Indoor Bocce IUS Strength & Conditioning

Overall Sports Leadership (any sports/competition questions that aren't related to a specific sport)

- **Mike Czarnowsky, Vice President, Sports**
 - mczarnowsky@somd.org, 410.241.6280

Questions?

If You Have Any Questions on Any Other Non-Sports-Related Issues, please contact a member of the Local Programs Team

- **Jeff Abel, Vice President. Local Program Development**
 - jabel@somd.org, 410-242-1515 ex. 121
 - Any general question, COVID Protocol
- **Melissa Kelly, Senior Director, Unified® Champion schools**
 - mkelly@somd.org, 410-979-5839
 - Unified® Champion Schools, Youth Leadership, and School Engagement
- **Megan Larson, Coordinator, Unified® Champion Schools**
 - mlarson@somd.org
 - Unified® Champion Schools, Youth leadership, and School Engagement
- **Jake Novick, Manager, Unified Recreation**
 - jnovick@somd.org
 - College Unified Champion Schools Programs, Unified Intramurals, Community Unified Rec Options
- **Mackenzie Irvin, Senior Director, Inclusive Health & Fitness**
 - mirvin@somd.org, 857-939-4867
 - Young Athletes Program, Elementary School programming
- **Kayla Shields, Director, Inclusive Health and Fitness**
 - kshields@somd.org, 410-404-4115
 - Healthy Athletes, Fitness Programs, Unified® Physical Education
- **Abi Bauman, Young Athletes Program Coordinator**
 - abauman@somd.org, 410-242-1515
 - Community Young Athletes Programs
- **Sue Snyder, Unified® Physical Education Consultant**
 - ssnyder@somd.org
 - Unified® Physical Education
- **Sam Boyd, Volunteer Director**
 - sboyd@somd.org, 443-766-9245
 - Volunteer Recruitment, Retention, Training
- **Lindsey Maritzel, Volunteer Coordinator**
 - LMaritzel@somd.org, 410-242-1515
 - Volunteer Recruitment, Retention, Training

- **Mike Myers, Sr. Director, Area Programs**
 - mmyers@somd.org, 410-242-1515
 - Baltimore County and City

- **Kelven Spriggs, Region Director- Metro Programs**
 - KSpriggs@somd.org, 410-242-1515
 - Baltimore City, Prince George's County

- **Allie Boyd, City Schools Coordinator**
 - aboyd@somd.org, 410-242-1515
 - Baltimore City Schools APE Sports Program

- **Kyler Mellott, Region Director- East**
 - kmellott@somd.org, 410-242-1515
 - Harford, Cecil, Kent, Upper Shore, Lower Shore

- **Lily Bean, Region Director- West**
 - lbean@somd.org, 410-242-1515
 - Carroll, Frederick, Washington Allegany, Garrett