

# Special Olympics Maryland Area Memo

## May 22, 2023

**Special  
Olympics  
Maryland**



### Contents

- Welcome
- [Shout out a volunteer](#)- **UPDATED**
- [Summer Games Updates](#) - **NEW**
- [2023 Torch Gala- Lend us your voice](#)
- [Area Program Fundraising Info Form](#)
- [SOMD Forms Reminder](#)- **NEW**
- [Maryland ABLE Updates Webinar](#)- **NEW**
- [Uniform and Apparel Artwork and Logo Use Reminder](#)
- [Summer Games – Only Fully Certified Coaches w/ Sport Certification Credentialed as Coaches](#)
- [Forms for ALL Training Participants Submitted to SOMD HQ – Even Those Not Going to “States”](#)
- [2023 Brave in the Attempt Talks](#)
- [Finance Corner...With a twist!](#)-**UPDATED**
- [Pre-Season and Pre-Competition Webinars](#) - **UPDATED**
- [Sports Directors – Assigned Sports](#)
- [Questions?](#)

### 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...

**Bob Baker, Marilyn Miceli, Janet Larrimore, Mike Ord and the Howard County Management Team** on a successful Inspiration Walk! What a great day at a new location!

**Zach Decker** for a great Softball Qualifier in Howard County...and thanks for arranging the beautiful weather

**Kara Muffley and Julie Moan** on a great Calvert County Inspiration Walk--- always exciting to see how much fun your walk participants have supporting the Area Program!

**John Nolan, Dottie Ferrell, George Hoehl, Mary Ellen Stephens and the Charles County Management Team** on a successful Charles County Spring Games on May 6!

**Shelly Bogasky, Rachel Maryn, Tina Connolly, John Bogasky, Jim Downs** and team on a busy weekend in Montgomery County! A FUNdraiser with True Respite Brewing followed by a busy weekend at Montgomery County Spring Games!

Please use the link below to submit your shout outs!

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

### **(NEW)** Summer Games Updates

We want to apologize that we (okay Mike) has had to delay opening Summer Games in GMS for Areas to do their data entry. It is open now and memos will go out on Monday, May 22, related to entry status and process as well as housing. Due to the delay in providing some of this information, we will be extending two deadlines related to Summer Games:

*Missing Forms and Certifications Deadline* is now Tuesday, May 30, 2023  
*Competition Registration Deadline* is now Monday, June 5, 2023

Also, as noted previously, if you wish SOMD HQ to “advance” your entries and scores from a previous competition in GMS (even one which was rained out), it will only work if you have NOT already entered them into their events in Summer Games in GMS. When doing an advancement, if the system sees that the athlete is already in the 50M Freestyle, it will ignore anything in that athlete’s record in Summer Games related to the 50M Freestyle (i.e., it will NOT update the score/time).

### **2023 Torch Gala- Lend us your voice**

As we work to engage our Gala Attendees in the mission and power of Special Olympics Maryland, we’d like to include the perspectives of as many athletes and coaches as possible! Please distribute the links below to your athletes and coaches.

Please Distribute this link to our ATHLETES:

<https://forms.gle/HmUn1AmJEDPxEYi28>.

Please Distribute this link to our COACHES:

<https://forms.gle/cxvDUA2b2DStRzCs5>

Thanks for your help!

### **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)

### **(NEW) SOMD Forms Reminder**

As you welcome new athletes to your program and existing athletes update their forms for continued participation, please make sure we are collecting the Special Olympics Maryland forms that can be found here: <https://www.somd.org/coach-resources/> . Sometimes, our athletes and families (especially new families) will find blank forms through an internet search and print out forms from SOI or other state programs.

If you notice a form that looks different than what SOMD uses, please provide and upload the correct forms.

### **(NEW) Maryland ABLE Updates Webinar**

Maryland ABLE invites you to join Maryland ABLE Director, Bette Ann Mobley, as she provides an overview of important updates to the Maryland ABLE Program. This webinar will cover the new IRS Regulations for opening and managing an ABLE account, increased contribution limits, and information on the ABLE Age Adjustment Act. Register [here](#) to attend on May 24<sup>th</sup> at 6 pm or Register [here](#) to attend on May 25<sup>th</sup> at 10 am.

This webinar is not sponsored by SOMD, but a great opportunity for your families and athletes to learn about new regulations for ABLÉ accounts.

### **Uniform and Apparel Artwork and Logo Use- Reminder**

As was discussed during the Area Director webinar on 3/27, we want to provide better support in ensuring uniforms meet Special Olympics logo use and branding standards. Moving forward, please send all logo/art work that will be used on uniforms (including coach apparel) to Jeff ([jabel@somd.org](mailto:jabel@somd.org)) BEFORE printing. Thanks to those programs who have done this for spring sports.

Remember, Jeff is checking to make sure art work and logo use meet brand guidelines, so you only need to send logo and artwork files. Please make sure actual uniform items meet the sport-specific requirements before ordering, or check with the appropriate sports director if you're not sure.

***Additions to what was originally talked about talked about:*** *Because our branding in the larger community is important, moving forward, please also send Jeff the artwork for volunteer t-shirts, event t-shirts (Spring Games, Inspiration Walks, etc), and merchandise.*

This is not meant to be a hinderance to your programs, we want this to be a helpful resource in making sure consistent branding guidelines are met in our programs across the state!

### **Summer Games – Only Fully Certified Coaches with Sport Certification To Be Credentialed as Coaches**

Areas are advised that only those individuals who are fully certified as coaches will be credentialed as coaches at the 2023 Summer Games (and at all future SOMD competitions). "Fully certified" includes a sport-appropriate up-to-date Special Olympics Sport Certification valid thru June 25, 2023, in addition to up-to-date volunteer application, protective behaviors, communicable disease waiver (CDW) and concussion certification.

Individuals who do not meet these certification requirements will not receive credentials as coaches and will not be eligible for the access granted coaches and any other coach benefits. They will be eligible to be registered as volunteers or sports volunteers, provided they meet the requirements for those roles.

As always, coach sport certification status is available on the Coach Education and Development section of SOMD's Coach Resource Page (CRP) at <https://www.somd.org/coach-resources/>.

### **Forms for ALL Training Participants Must Be Submitted to SOMD HQ – Even Those Not Going to "States"**

Just a friendly reminder that forms and certifications for everyone participating in your sports training programs must be valid and up-to-date through the end of the season (June 25 for Summer Games sports) AND must be submitted to SOMD HQ even if they are not attending the state championship. We've found that at the end of each season there are still several individuals who participated in various Area programs but whose medical, volunteer application, CDW, etc. were never submitted to SOMD HQ. Please be certain to submit those forms and certifications for ALL of your training program participants.

### **2023 Brave in the Attempt Talks**

Six speakers from Special Olympics Maryland and other external agencies will take to the stage on June 20th, 2023 from 6pm-8pm for the First Lady presents Brave in the Attempt Talks.

The talks are 5-7 minute TED-Talk style presentations around a common theme.

This year's theme is "**Lead the Way**" where speakers will share their experience in leadership and how they or others Lead the Way.

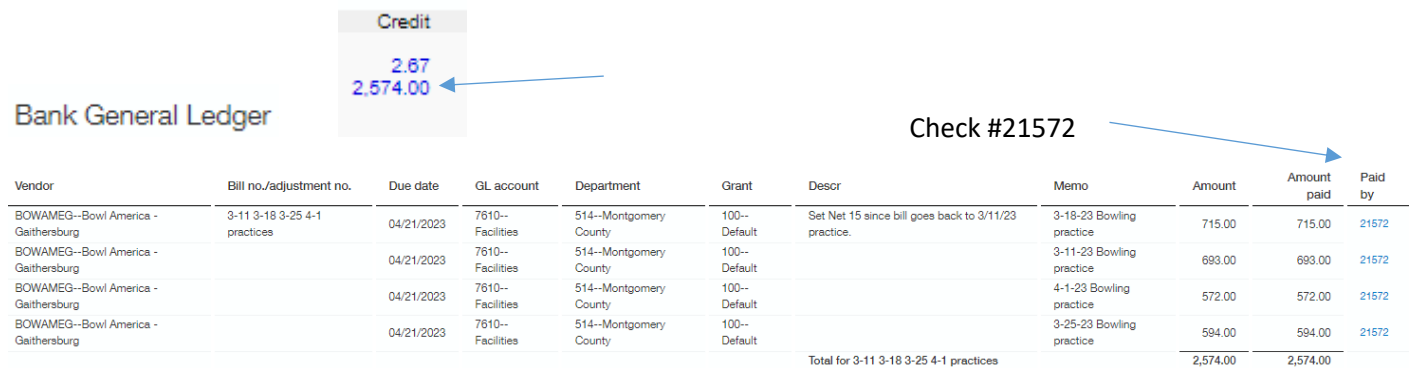
This year's speakers include Clara Scholz, Charles Gaines, Alexea Wentz, Matt DiGilio, Abby Knight and Dominique Palmer.

We are happy to host this year's talks at the Jim Rouse Theatre 5460 Trumpeter Rd, Columbia, MD 21044 in Howard County. There will a short reception at 6pm followed by the talks at 7pm. Tickets are FREE but we request that you reserve them through our ticketing system to help us have a better understanding of size of crowd that night. Ticket sign up available here <https://support.somd.org/event/2023-brave-in-the-attempt-talks/e458207>

**(UPDATED) Finance Corner**

Congratulations to John Bogasky who won a gift card for being the first to answer Dashboard Trivia question #4 correctly!

In the GL report, click on the credit amount for the transaction. On the next screen, the check number will be in the Paid By column:



The screenshot shows a 'Bank General Ledger' report. A callout box highlights a credit amount of 2,574.00. An arrow points from this amount to the 'Paid by' column of a table below, which shows 'Check #21572'.

Vendor	Bill no./adjustment no.	Due date	GL account	Department	Grant	Descr	Memo	Amount	Amount paid	Paid by
BOWAMEG--Bowl America - Gaithersburg	3-11 3-18 3-25 4-1 practices	04/21/2023	7610--Facilities	514--Montgomery County	100--Default	Set Net 15 since bill goes back to 3/11/23	3-18-23 Bowling practice	715.00	715.00	21572
BOWAMEG--Bowl America - Gaithersburg		04/21/2023	7610--Facilities	514--Montgomery County	100--Default		3-11-23 Bowling practice	693.00	693.00	21572
BOWAMEG--Bowl America - Gaithersburg		04/21/2023	7610--Facilities	514--Montgomery County	100--Default		4-1-23 Bowling practice	572.00	572.00	21572
BOWAMEG--Bowl America - Gaithersburg		04/21/2023	7610--Facilities	514--Montgomery County	100--Default		3-25-23 Bowling practice	594.00	594.00	21572
Total for 3-11 3-18 3-25 4-1 practices								2,574.00	2,574.00	

Thanks to everyone who played!

**Dashboard Lesson -**

Instead of a quiz, I wanted to offer a short lesson.

If the program wanted to see details on just one event – like a golf tournament – then by using a filter, a report can be generated.



At the top right of the Income Statement report is this set of Icons:

Select the magnifying glass in the middle.



This window opens. Fill in the project code for the event, then OK:

Select report type  
HTML

As of date  
11/30/2022

Department  
509--Frederick County

Grant  
[Empty]

Project  
1575--Golf Tournament

Customer  
[Empty]

A Report is generated for just that event. This report can be printed, emailed, or sent to Excel

Special Olympics Maryland, Inc. - Area Single Area P&L (Detail)

Filters | Print | Excel | Email

Area Income & Expense Detail									
	Approved	Month Ending			Year To Date			Prior Year To Date	
	Annual	11/30/2022			11/30/2022			11/30/2021	
	Budget	MTD Budget	MTD Actual	Budget Diff	YTD Budget	YTD Actual	Variance	Actual	Y-Y Variance
▼ Revenue									
4210 - Fundraising Events	35,000	8,600	6,165	(2,435)	33,700	25,853	(7,847)	24,206	1,647
Total Revenue	35,000	8,600	6,165	(2,435)	33,700	25,853	(7,847)	24,206	1,647
▼ Expenses									
6660 - Banking & Credit Card Fees	0	0	259	258	0	755	755	728	27
7610 - Facilities	0	0	6,308	6,309	0	6,309	6,309	0	6,309
7670 - Event - Incentives	0	0	2,407	2,407	0	2,407	2,407	2,778	(371)
7710 - Event - Materials & Supplies	0	0	358	358	0	357	357	0	357
7750 - Event - Food & Beverage	0	0	3,520	3,519	0	3,520	3,520	0	3,520
Total Expenses	0	0	12,852	12,851	0	13,348	13,348	3,506	9,842
Total Operating Income (Loss)	35,000	8,600	(6,687)	(15,287)	33,700	12,505	(21,195)	20,700	(8,196)
Net Income	35,000	8,600	(6,687)	(15,287)	33,700	12,505	(21,195)	20,700	(8,196)

I hope this is helpful. Sorry, no gift card this time.

If you have any questions about this update, please reach out to Joanne.

**(UPDATED) 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
Athletics (T&F)	Wed, Mar 22	Recording: <a href="https://youtu.be/XtB6GcKyyME">https://youtu.be/XtB6GcKyyME</a>
Bocce	Wed, Mar 22	Recording: <a href="https://youtu.be/5e9Ud9jjE2I">https://youtu.be/5e9Ud9jjE2I</a>
Cheerleading	Mon Apr 17	Recording: <a href="https://www.youtube.com/watch?v=eolH7mbUWek">https://www.youtube.com/watch?v=eolH7mbUWek</a>
Softball	Tue Apr 18	Recording: <a href="https://youtu.be/_s_c4PvcPTc">https://youtu.be/_s_c4PvcPTc</a>
Swimming	Mon Apr 10	Recording: <a href="https://youtu.be/kTODwkRur7w">https://youtu.be/kTODwkRur7w</a>

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

Sport	Date/Time	Registration / Recording Link
Athletics (T&F)	Thu Jun 15 7:00-8:00 pm	<a href="https://somd.zoom.us/meeting/register/tZcucO6tpj0oHdXEnETohS0iPlxb8XvF5OyS">https://somd.zoom.us/meeting/register/tZcucO6tpj0oHdXEnETohS0iPlxb8XvF5OyS</a>
Bocce	Thu Jun 15 6:00-7:00 pm	<a href="https://somd.zoom.us/meeting/register/tZcvcuugrj0qHdCluXQZWHnCWuc-9yQHaPhR">https://somd.zoom.us/meeting/register/tZcvcuugrj0qHdCluXQZWHnCWuc-9yQHaPhR</a>
Cheerleading	Wed Jun 14 7:00-8:00 pm	<a href="https://somd.zoom.us/meeting/register/tZMrd-mhrTlqEt2dfYaty_BD-BP8-0G8De6R">https://somd.zoom.us/meeting/register/tZMrd-mhrTlqEt2dfYaty_BD-BP8-0G8De6R</a>
Softball	Wed Jun 14 6:00-7:00 pm	<a href="https://somd.zoom.us/meeting/register/tZAqcOmspj4iG9z3KU3hYVqUdw59K15Ebkgi">https://somd.zoom.us/meeting/register/tZAqcOmspj4iG9z3KU3hYVqUdw59K15Ebkgi</a>
Swimming	Tue Jun 13 6:30-7:30 pm	<a href="https://somd.zoom.us/meeting/register/tZYpceCrrzguG9K7y9aORLHxZG61W3bSeLkj">https://somd.zoom.us/meeting/register/tZYpceCrrzguG9K7y9aORLHxZG61W3bSeLkj</a>

### **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](mailto: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](mailto: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](mailto: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](mailto:sbennett@somd.org), 410.242.1515 x102

Summer Games	Fall Sports Festival	USA Games
Winter 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](mailto: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](mailto: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](mailto:jabel@somd.org), 410-242-1515 ex. 121
- Any general question, COVID Protocol

- **Melissa Kelly, Senior Director, Unified® Champion schools**

- [mkelly@somd.org](mailto:mkelly@somd.org), 410-979-5839
- Unified® Champion Schools, Youth Leadership, and School Engagement

- **Megan Larson, Coordinator, Unified® Champion Schools**
  - [mlarson@somd.org](mailto:mlarson@somd.org)
  - Unified® Champion Schools, Youth leadership, and School Engagement
- **Mackenzie Irvin, Senior Director, Inclusive Health & Fitness**
  - [mirvin@somd.org](mailto:mirvin@somd.org), 857-939-4867
  - Young Athletes Program, Elementary School programming
- **Kayla Shields, Director, Inclusive Health and Fitness**
  - [kshields@somd.org](mailto:kshields@somd.org), 410-404-4115
  - Healthy Athletes, Fitness Programs, Unified® Physical Education
- **Abi Bauman, Young Athletes Program Coordinator**
  - [abauman@somd.org](mailto:abauman@somd.org), 410-242-1515
  - Community Young Athletes Programs
- **Sue Snyder, Unified® Physical Education Consultant**
  - [ssnyder@somd.org](mailto:ssnyder@somd.org)
  - Unified® Physical Education
- **Sam Boyd, Volunteer Director**
  - [sboyd@somd.org](mailto:sboyd@somd.org), 443-766-9245
  - Volunteer Recruitment, Retention, Training
- **Lindsey Maritzel, Volunteer Coordinator**
  - [LMaritzel@somd.org](mailto:LMaritzel@somd.org), 410-242-1515
  - Volunteer Recruitment, Retention, Training
- **Mike Myers, Sr. Director, Area Programs**
  - [mmyers@somd.org](mailto:mmyers@somd.org), 410-242-1515
  - Baltimore County and City
- **Allie Boyd, City Schools Coordinator**
  - [aboyd@somd.org](mailto:aboyd@somd.org), 410-242-1515
  - Baltimore City Schools APE Sports Program
- **Kyler Mellott, Region Director- East**
  - [kmellott@somd.org](mailto:kmellott@somd.org), 410-242-1515
  - Harford, Cecil, Kent, Upper Shore, Lower Shore
- **Lily Bean, Region Director- West**
  - [lbean@somd.org](mailto:lbean@somd.org), 410-242-1515
  - Carroll, Frederick, Washington Allegany, Garrett