

As the State of Maryland, local counties and the City of Baltimore continue to move through the reopening process, many archdiocesan locations are inquiring about resuming various activities in addition to public masses. In many cases the activities are sponsored directly by the location; in other cases by third parties requesting to use the location's facilities and property. The following guidance outlines the expectations and principles locations should follow in order to resume such activities as they move through the reopening process:

1. As a location considers resuming a particular activity, such as youth sports, the first step is to review the specific requirements and restrictions issued by their local jurisdiction (County or Baltimore City). Keep in mind that when such an assessment is performed, it is the jurisdiction in which the **activity is to occur** that must be evaluated. Carefully review the available information from the local jurisdiction to verify that the local regulations allow for the resumption of the particular activity.
2. Once you have verified that your local jurisdiction allows a particular or equivalent activity to resume, your location is responsible for obtaining\*, reviewing and implementing the relevant federal, state and local safety and health measures for that particular activity before opening up such activities to members of your community. Keep in mind that not all activities will have specific guidance documents available. Rather, each location should use appropriate judgment in determining the most similar activity for which guidance documents have been issued by the Maryland Department of Health, local departments of health or other regulatory bodies. For example, if your location wishes to take a group on a day long retreat, this activity would share many elements in common with day camps. Therefore, your location should proceed with reviewing the guidance document for days camps and apply the guidance recommendations to the planned day of retreat.
3. Additionally, you may find that a particular activity could be impacted by more than one specific guidance document. For example if your day long retreat includes a trip to a swimming pool, your location must review the guidance document related to pools and pool operations as well.
4. If your location is hosting the activity on your property or is hosting it away from your property but without the assistance of any third party service provider, it is the responsibility of the group planning the activity to ensure all guidance is followed in the delivery of the activity. If your activity includes going off campus, for example to a pool operated by a third party, the group planning the activity should reach out to that venue to verify the third party is following the requirements provided by the State and local health departments
5. For activities where an archdiocesan location may be a chartering organization, such as Boy Scouts or American Heritage Girls, or groups such as the Knights of Columbus, please advise the local troop or chapter that they need to present a letter from the group's regional leadership verifying they have authorized the local groups to resume activities. These groups should then be asked to provide documentation confirming that the activity is permitted by the local jurisdiction and the group's plan to ensure adherence to the applicable activity guidance as issued by the State or local health department.
6. If your location is approached by a **third party entity or group** such as a sports league, a vendor wishing to run a sports or education camp, or other non-profit seeking to use your facilities or property, and the duration of the activity is **more than a single event lasting more than 72 hours**, such as a single day fundraiser, or an activity lasting for **more than 10 meetings or gatherings in a 12 month period**, such use requires the approval of the **Capital Project Committee**. The reason for this requirement is that the sustained activity creates an encumbrance on the property which must be approved by the Archbishop or his designees. In order to move through this process, Pastors must submit a letter on behalf of their parish

seeking permission for such use to their Vicar Bishop with a copy going to the Department of Facilities Management and Real Estate. Principals should submit a letter on behalf of their school seeking permission for such use to the Chancellor of Schools with a copy going to the Department of Facilities Management and Real Estate. Once these requests are reviewed by the committee, which meets monthly, each location is then advised as to the approval or denial of their request for the specified use. Moving forward, any guidance or concerns regarding COVID-19 related to the proposed use of the facility will be included in the response.

In general, permission will be granted as long as each location can verify 1) the activity is permitted according to local guidance, and 2) the location has reviewed and implemented the requirements of the local guidance applicable to the activity or a similar activity as provided by the Maryland Department of Health, or local health department. If your location has questions regarding how to obtain the State or local guidance, whether the applicable guidance permits the specific activity, or questions about the specific requirements of State or local guidance regarding the activity, please send an e-mail to [riskmanagement@archbalt.org](mailto:riskmanagement@archbalt.org) with the details. Someone from Risk Management will then reach out to your location.

*\*In the very near future we will post on the Archdiocesan website the various regulatory orders and guidance documents for each jurisdiction (where available) to assist you as you work through this process.*