



Volunteer Background Check Process

We are so thankful you are interested in volunteering with DC127. Follow this checklist to make sure you have completed all the steps necessary to start serving our families. We know that background checks can sometimes be confusing, so please feel free to ask us any questions at (202)-670-1145 or volunteer@dc127.org.

- Complete the online **volunteer application** for your role (can also print and mail), [found here](#).
- Complete a **training session**
(2.5 hours for Family Friend, 6 hours for Host Families, 7 hours for Family Coaches)
Find an upcoming training on our [events page](#) or email us at volunteer@dc127.org
- Complete and email or mail us the **volunteer agreement** form, [found here](#).
- Complete **FBI Identity History Summary with fingerprinting**
 - Visit <http://fieldprintfbi.com> to request a check for “PERSONAL REVIEW”. These results come back within a week and cost \$50.00. [Click here](#) for step by step directions.*If cost is a barrier, please do not hesitate to reach out to us and we will work with you on other arrangements.
- Fill out **Child Protective Registry** [form found here](#), get it notarized, and mail to CFSA
 - Fill out the highlighted sections (some sections are already filled out for you).
 - Section IV B. Get the form notarized. You can find a [list of notaries here](#). Make sure to sign in blue ink.
 - Finally, mail the form to CFSA (not us) at “Child and Family Services Agency; Attn: Child Protection Register; 200 I Street, SE; Washington, DC 20003.”
- Complete a **home visit** - **HOST HOMES ONLY**