

Q1. What type of program/event are you registering?

- New program/event
- Existing Program/Annual Review

Q2. Please select the option that best describes your program/event

- Single Day
- Multi-Day/Series/Summer Camp
- Annual Program: Multi-session program spanning the entire year

Q3. What is the name of your program/event? If using acronyms, please also spell out

Q4. Program Administrator Information: Enter First and Last Name

Q5. Program Administrator Email

Q6. Program Administrator Phone Number

Q7. Program Administrator Work Address

Q10. Sponsoring Department/Unit

Q11. Department Head/Director/Supervisor Name

Q12. Supervisor Email

Q13. Supervisor Attestation: I acknowledge that this program has received approval from my supervisor to proceed pending OA&E compliance review.

Yes

No

Q14. Supervisor Attestation: Upload Supervisor Approval Statement

Q9. What is the scope/description of your program/event? (250 words or less)

Q15. Dates & Duration

Start Date

End Date

Q16. Program Main Location

Q17. Expected Number & Age Range of Participants

Expected # of participants

Youngest age

Oldest Age

Q28. Participant Type Classification

- visitor, observer, shadow
- Volunteer (short-term, low hazard, no badging required)
- unpaid intern
- paid intern

Q18. Please answer the following

	Yes	No
Does this program involve biological materials (RG1 or RG2 only)?	<input type="radio"/>	<input type="radio"/>
Does this program involve hazardous chemicals?	<input type="radio"/>	<input type="radio"/>
Does this program involve radiation sources or radioactive materials?	<input type="radio"/>	<input type="radio"/>
Will participants enter areas involving animal research or vivarium spaces?	<input type="radio"/>	<input type="radio"/>
Will minors enter restricted areas (BSL2, vivarium, radiation, or any controlled-access space)?	<input type="radio"/>	<input type="radio"/>
Does this program include overnight activities or supervised overnight stays	<input type="radio"/>	<input type="radio"/>
Does this program include off-campus fieldwork, field trips, site visits, or travel to partner organizations?	<input type="radio"/>	<input type="radio"/>

Q19. Please answer the following

	Yes	No
Have you completed the required Standard Operations Procedures (SOPs) for your program	<input type="radio"/>	<input type="radio"/>
Have you completed the required 911 Emergency Plan for this program?	<input type="radio"/>	<input type="radio"/>

Q20. Attached your SOP

Q21. Attached your 911 Emergency Plan

Q22. Please answer the following

	Yes	No	prepared but not distributed
Have the required minor and/or minor lab consent forms for this program/event been prepared and distributed to participants/families?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Have all required risk waivers for this program/event been prepared and distributed?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Will this program/event use a photo/media release form	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Q23. Select any additional required forms/access that apply to your program:

- Radiation Use Form
- Animal Facility Access
- Overnight Supervision Documentation
- Insurance Documentation
- None of the above

Q24. I attest that all required program forms (consent, waivers, media releases, and any additional required forms) have been prepared and distributed appropriately for this program.

- Yes- I attest
- No
- I am not sure
- I need help understanding the types of forms I need

Q25. Have all required background checks and National Sex Offender Registry (NSOR) checks been completed for all staff/volunteers?

- Yes
- No
- In-progress

Q27. I attest that all required trainings and screenings have been completed or are actively in progress for all program personnel, and will be fully completed before program activities begin.

	Yes	No	In-progress
Review Child Protection Policy: Do's & Don'ts	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Percipio: Child Protection Training	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Q26. Please upload an excel document that includes the first and last names of all volunteer and staff and their emails (email should match email used for background check)

Location Data

Location: [\(39.7351, -105.0269\)](#)

Source: GeoIP Estimation



The map displays the state of Colorado with major cities labeled: Cheyenne, Fort Collins, Longmont, Denver (marked with a yellow pin), Castle Rock, Colorado Springs, Pueblo, and Grand Junction. The state name 'Colorado' is also visible on the map.