

RASC Team Bingo Volunteer Requirement

1. Purpose

Bingo fundraising is a critical revenue source that directly supports RASC programming, facilities, and operations. To ensure consistent staffing, all RASC teams are required to fulfill a defined volunteer commitment each season.

This ensures:

- Fair and predictable staffing for all bingo events
 - Teams receive bingo funding each season
 - Volunteer obligations are clear, consistent, and enforceable
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2. Seasonal Structure

- **Outdoor Season:** May – August
- **Indoor Season:** October – March

Each team must fulfill its bingo volunteer requirements within the season in which it is registered. Volunteer obligations do not carry forward between seasons.

3. Transitional Bingos (April / September)

- Bingos held in April and September are not included in RASC team obligations
 - These bingos will be staffed independently
 - Volunteers who fill these shifts will receive a registration credit toward a future season, administered by MHSA
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4. Volunteer Deposit

- Each team must submit a **\$500 volunteer deposit per season**
- **Deadline:** Within 10 business days of season start

Enforcement:

- Player cards and jerseys will not be released until payment is received
- Payment: payments@medicinehatsoccer.com

The deposit is held as security to ensure full compliance with bingo volunteer obligations.

If MHSA is required to supply replacement volunteers due to non-compliance, the deposit may be used to pay volunteer honorariums.

5. Earnings

Upon successful completion of all assigned bingo obligations:

1. Full return of the **\$500 volunteer deposit**
2. **\$500 bingo earnings**, processed as AGLC-approved reimbursable expenses

To receive bingo earnings, the original assigned team must submit **\$500 in eligible AGLC-approved expenses** in accordance with MHSA submission procedures (e.g., approved coaching travel or team operational expenses).

Note:

Full completion includes meeting all deadlines, staffing requirements, and attendance. No partial payments will be issued.

6. Bingo Frequency, Assignment, and Scheduling

- MHSA is responsible for scheduling **one bingo per month**
- Each bingo requires **7–9 volunteers**, depending on shift timing
- Teams will be randomly assigned a bingo month within their season
- Bingo assignments will be:
 - Communicated at the beginning of the season
 - Maintained in the official MHSA Bingo Scheduling Spreadsheet

The MHSA Bingo Scheduling Spreadsheet is the official record of all volunteer assignments and submissions. Failure to properly update the spreadsheet is considered non-compliance.

7. Volunteer Submission Requirement

- Teams must enter all assigned volunteers, including full name and contact information, into the MHSA Bingo Scheduling Spreadsheet
- **Deadline:** No later than **15 business days prior** to the assigned bingo date

This deadline ensures MHSA has sufficient time to verify staffing and secure replacement volunteers if required.

Important:

- Failure to meet this deadline results in forfeiture under Section 9
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8. Team Assignments and Coverage

Roster Balance Rule

- Teams may be paired with another team to meet staffing requirements
 - If an odd number of volunteers is required:
 - The team with the larger roster provides the additional volunteer
 - If rosters are equal, the team with the older age group provides the additional volunteer
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Coverage Options

Teams who are unable to fulfill their bingo obligation with parent volunteers, have some other options:

Option 1: Community Volunteer List

- Teams may recruit from the MHSA Community Volunteer List
- Cost: **\$75 per volunteer**, paid directly by the team

Community Volunteer List Participation:

- Any individual may request to be added to the MHSA Community Volunteer List, including:
 - Parents, guardians, and community members

- Individuals affiliated with RASC teams
 - All volunteers must provide name and contact information to be included
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Option 2: Team-to-Team Swap

- Teams may arrange a swap with another team
- The requesting team is fully responsible for finding a willing partner team
- Must be a full bingo exchange only (all shifts exchanged between teams, regardless of volunteer imbalance)
- MHSA will not coordinate or source swaps
- Notification must be sent to:
 - admin@medicinehatsoccer.com
 - vicepresident@medicinehatsoccer.com
- Swap notification and volunteer listing must be completed in the MHSA Bingo Scheduling Spreadsheet by the **15 business day deadline**

Important:

- Teams may not delay planning or rely on last-minute swaps
 - Failure to secure a swap does not relieve the team of its obligation
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Option 3: Team-to-Team Volunteer Transfer (Paid Coverage Model)

Teams may transfer their full bingo obligation to another RASC team.

In this model, the original assigned team is effectively contracting another team to complete their volunteer requirement and compensating that team directly.

- MHSA must be notified at least **15 business days in advance**
- The accepting team's volunteers must be entered into the MHSA Bingo Scheduling Spreadsheet before the deadline - failure will result in the **original team** forfeiting their deposit
- Transfers must include all shifts (no partial transfers allowed)

Financial Responsibility:

- The original assigned team must still pay the **\$500 volunteer deposit**
 - The original assigned team is responsible for paying the accepting team directly for completing the full bingo assignment
 - This payment replaces the \$75 per volunteer model and represents compensation for completing the full obligation
 - MHSA will not coordinate, calculate, or enforce payments between teams
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9. Non-Compliance and Forfeiture

Teams must fully complete all bingo obligations to receive deposit return and earnings.

Full completion includes:

- All shifts staffed as assigned
- Volunteer information submitted by deadline
- Volunteers attending assigned shifts

Failure to meet any requirement results in forfeiture.

If a team does not comply:

- The **\$500 deposit is forfeited in full**
- The **\$500 bingo earnings are forfeited in full**

If MHSA must supply replacement volunteers:

- The deposit will be used to pay honorariums
- The team forfeits all earnings

All-or-nothing structure applies.

10. Future Casino Fundraising

- Teams may be required to participate in casino fundraising
 - Structured similarly to bingo (seasonal responsibility)
 - Details provided in advance
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11. Summary of Key Rules

Rule	Requirement
Deposit	\$500 per team, due within 10 business days
Assignment	Randomly assigned at season start
Volunteer deadline	15 business days before bingo
Spreadsheet	Official record of assignments and submissions
Coverage options	Community list, swap, or paid transfer
MHSA role	Verifies completion only
Earnings	\$500 deposit return + \$500 AGLC-approved expenses
Non-compliance	Full forfeiture of deposit and earnings
Casino	May be required

12. Final Authority

MHSA reserves the right to adjust volunteer assignments as necessary to meet operational and fundraising requirements.

All reimbursements are subject to AGLC eligibility requirements and MHSA approval.