



Bingo Policy

MCA Bingo Policy January 21, 2009

BINGO ALLOCATIONS

- Of the total number of bingos allocated to the MCA 2/3's will be allocated to Provincial Program participants and 1/3 will be allocated to clubs.
- Where possible, bingo spots will be allocated to Provincial Program participants during the periods of January – March and October – December.

ASSIGNMENT OF BINGO DATES

- Bingo dates for accepted clubs will be assigned by the Executive Director of the MCA.
- Bingo dates for Provincial Program participants will be assigned by the Provincial Program Committee.

CLUB ELIGIBILITY

- Level A member clubs and the Provincial Program of the Manitoba Cycling Association (MCA) are eligible to be allocated bingo events
- Eligible clubs must make written application to the MCA office requesting the allocation of bingo events. The application should include:
 - A club profile which includes:
 - o The aims or purposes of the club
 - o Number of members
 - o Number and qualification levels of:
 - Commissaires
 - Coaches
 - Bingo contact person
 - Events run in the past year
 - Events proposed to be run in the current year
 - Proposed use of bingo funds to be received

REQUIRED CLUB REPORTING

- All funds distributed in the MCA's fiscal year of April 1st to March 31st, to clubs must be accounted for in a written report addressed to the Executive Director of the MCA.
- Bingo dates in the current fiscal year will not be allocated to any club(s) who have previously received bingo funds under this policy and for which they have not provided an adequate written reporting of the use of said funds.

BINGO CHAIRPERSON

- Each club bingo contact person and the Provincial Program Committee will be responsible to

name a bingo chairperson for each bingo assigned and to advise the Executive Director as to whom that chairperson is.

- The bingo chairperson will be responsible to:

- o Ensure that all volunteers sign the bingo attendance sheet upon arrival
- o Supervise the volunteers throughout the event
- o Provide a copy of the attendance sheet to the MCA's Executive Director within 7 calendar days of the bingo in question

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CLUB VOLUNTEER REQUIREMENT

- Each club will be responsible for ensuring that the required numbers of volunteers are present at the required location and time.

- The minimum volunteer requirement is 7; however, it is recommended that 8 be provided.

- The MCA's sole responsibility shall be to notify the club's bingo contact person of the number of volunteers required and the date, time and location of the bingo(s) that have been allocated to their club.

- Failure to provide sufficient volunteers as required may result in a penalty of up to \$150 being assessed, per late or absent volunteer.

- A second failure to provide adequate volunteers may result in suspension of the club from the Bingo Policy Program, in addition to the assessment of the above noted financial penalty. The length of such suspension shall be determined by the MCA's Board of Directors.

PROVINCIAL PROGRAM PARTICIPANTS

- All athletes that are members of the Provincial Program will be required to participate in provincial team allocated bingos such that all bingos are volunteered equally amongst all the members of the provincial program.

- Failure of Provincial Program participants to volunteer or provide a volunteer replacement to an assigned bingo will result in a penalty of \$150 being assessed, per late or absent volunteer.

- A second failure to volunteer at an assigned bingo will result in suspension of the athlete from the Provincial Program, in addition to the assessment of the above noted financial penalty.

The length of such suspension shall be determined by the MCA's Provincial Program Committee.

- Athletes may apply to the Provincial Program Committee for exemptions from assigned Provincial Program bingos. Athletes must state which bingos they require an exemption, and state the reason.

- Athletes that do not wish to participate in volunteering for Provincial Program Bingos, may opt out a rate of \$100 per bingo position requirement.

FUNDING DISTRIBUTION

- Clubs will be paid \$800 per bingo worked

- Provincial Program bingos will have all funds allocated to the Provincial program budget to help the MCA reduce the cost of provincial program projects for athletes

- All funding distributions will be reduced by any amounts that are assessed against the MCA for cash shortages, etc.

SHORT NOTICE BINGOS

- On occasion, additional bingo dates and/or spots are made available to the MCA, often on very short notice. In such cases the Executive Director will first attempt to staff the bingo with Provincial Program participants. Any remaining spots will be offered to clubs. Finally, the Executive Director will attempt to swap bingo dates with another PSO and then staff the alternate date.

“Approved by the Board of Directors of the Manitoba Cycling Association by motion at a Board meeting held on January 21, 2009”