



New for 2023 - 2024

January 2024: Be The Match has a new name and brand. They are now called NMDP. Additional information available [HERE](#).

These guidelines are written for ILC. States may modify events or have different event processes and deadlines. Be sure to check with your Local/State Advisor (or state website) to determine how the event is implemented for the regional/area or state conference.

Event Summary

The HOSA Service Project involves a nationally identified partner who HOSA chapters can choose to support through volunteer service and fundraising. Local chapters plan service projects to support the selected organization. Chapters document their involvement and submit documentation via the online HOSA Activity Tracking System for the opportunity to earn recognition at the state and international levels. This event aims to encourage HOSA members to provide community service and come together collectively in support of the selected service organization.

Ongoing Service Organization: NMDP (Formerly - [Be The Match](#))



General Rules

1. Competitors must be familiar with and adhere to the "[General Rules and Regulations of the HOSA Competitive Events Program \(GRR\)](#)."
2. A plan with goals and strategies should be developed to guide the HOSA chapter's involvement with NMDP.
3. If a Chartered Association does not have NMDP in their country, the leadership of CE will work with the Chartered Association to find a comparable organization to serve as the recognized organization.

Tracking Hours and Money Raised

4. Members and chapter advisors should submit hours and money raised by their chapter via the online [HOSA Activity Tracking System](#) (HATS). (See [Member Instructions](#) and [Chapter Advisor Instructions](#) for detailed directions on using the online system.) Members should record their volunteer hours individually. **Donations should be noted on just ONE chapter member's account.**

For example, if a chapter raised \$150 in five hours of volunteer time, each member who participated should record five hours in the online HOSA Activity Tracking System. But only ONE member of the chapter should enter the \$150 donation total. If all five members entered \$150, this would inflate the actual amount of money raised.

This is a chapter recognition event. The HOSA Activity Tracking System (HATS) will add the volunteer hours submitted by all members of the chapter to reach total hours volunteered by the chapter.

5. The HOSA Activity Tracking System (HATS) direct link is: <https://apps.hosa.org/#member-activity/input>

HOSA Recognition Levels and Process

6. For international recognition, this event may include activities from June 1, 2023 through May 15, 2024. Activities must be entered and **APPROVED** by chapter advisors in the online HOSA Activity Tracking System by midnight on May 15, 2024. The list of activities in the system is what will be used to identify recognition levels at the International Leadership Conference.
7. For Chartered Association recognition, this event may include activities from June 1, 2023, to the Chartered Association published deadline. State Advisors will communicate state-level deadlines. Activities must be entered and **APPROVED** by chapter advisors in the online HOSA Activity Tracking System by midnight on the Chartered Association published deadline. The list of activities in the System is what will be used to identify recognition levels at the State Leadership Conference.
8. At the International level, Certificates of Recognition will be awarded to all chapters who contribute a minimum of \$100 or 100 hours of community service in partnership with the organization. The monetary and time requirements are not to be combined to reach this minimum. Once a chapter reaches \$100 or 100 hours, they will receive the Certificate of Recognition.
9. At the international level, Certificates of Merit will be awarded to all chapters who contribute a minimum of \$500 or 500 hours of community service in partnership with the organization. The monetary and time requirements are not to be combined to reach this minimum. Once a chapter reaches \$500 or 500 hours, they will receive the Certificate of Merit.
10. Other outstanding service awards may be presented by the selected organization in recognition for outstanding contributions by individual chapters. Chartered Association outstanding service awards, if available, will be announced by the respective state advisor.
11. Certificate of Recognition and Merit chapters will be recognized with a certificate for the chapter. The certificate will be distributed to the State Advisor during the designated registration time at the International Leadership Conference. Those chapters attending International Leadership Conference & earning recognition will select a chapter representative to walk across the stage during the International Recognition Session to receive a pin. Gold, silver & bronze medals are not awarded for this & other recognition events at the international level.
12. Chapter names may be posted on the HOSA website. To be listed online, the chapter MUST have at least 100 hours or \$100 or 500 hours or \$500 APPROVED in the HOSA Activity Tracking System by the deadline.
13. Information submitted to HOSA-Future Health Professionals via the online HOSA Activity Tracking System will become the property of HOSA. Permission is given to HOSA to share project ideas with health organizations and in HOSA publications.

Process for Financial Donations to NMDP

14. All information regarding the partnership with **NMDP** can be found at [BeTheMatch.org/HOSA](https://www.bethematchhosa.org)
For 2023-2024 updates and incentive information, visit: <https://www.bethematchhosa.org/getstarted>
15. Participating chapters should set up a new “team fundraising page” for the chapter by [visiting this site](#).
 - The person who sets up the team page can be the chapter advisor, chapter officer, or other leader who takes initiative for the group
 - Remember to include your charter number
 - Add chapter’s JOIN KEYWORD to your team page (if you don’t have one, email hosa@nmdp.org to get one)
 - Customize page and connect to social media; invite friends and family to visit your page and donate

16. Chapter members can start personal pages at BeTheMatch.org/HOSACHapters, join the team, and share their page to help gather financial donations. (NMDP can connect personal pages to the team page later, if necessary).
17. The majority of chapter funds raised can be contributed through the NMDP online donation platform as described above.
 - All other/general donations can be made by check or cashier's check and sent with the [contribution form](#) to:
NMDP
c/o Team Be The Match NW5948
PO Box 1450
Minneapolis, MN 55485
Upon receipt, NMDP will upload all offline gifts to your team fundraising page.
 - Checks should be made out to NMDP, and please indicate your specific "HOSA Chapter Name and Chartered Association" in the check memo.
 - Funds raised may be sent at any time throughout the project year but should arrive no later than 30 days prior to the International Leadership Conference (by May 21, 2024) in order to determine winners of [annual incentives](#).
18. The BeTheMatch.org/HOSACHapters website will track your donations for incentives and prizes from NMDP. But please note, the tracking process described above in rule #4 is what will be used to determine HOSA Chartered Association and ILC recognition levels.
19. NMDP raises funds to support The National Marrow Donor Program® (NMDP) / Be The Match®. The NMDP and Be The Match Foundation are both qualified organizations recognized under section 501(c)(3); all donations are tax deductible. The NMDP tax ID # is: 41-1704734.
20. REGISTER TODAY
To reset your annual chapter points to zero, you must register one chapter team page each school year. Follow these easy steps:
 1. Visit BeTheMatch.org/HOSACHapters and select REGISTER.
 2. If you registered a page in the past, log in to your account first. If you are new, create your account and continue to the next step.
 3. Select the one **Participant Type** that aligns with your role:
 - a. **Advisor or Team Captain**
Only ONE person per chapter can create a TEAM. Chapter members will JOIN the team.
 - b. **Chapter Team Member**
You must JOIN your chapter's team page
 - c. **Individual Fundraiser**
You will fundraise on your own without a chapter team
21. **Get Involved with NMDP**
All information regarding the partnership with can be found at BeTheMatch.org/HOSA
 - [Start Fundraising!](#) - Raise money to help NMDP grow the registry, provide grants to patient families, and fund research to make transplants safer and more available to all patients
 - Start Recruiting! – Encourage more potential donors to join the NMDP Registry so every patient has an equal chance at finding their life-saving match.
 - Each chapter that expresses interest, once recruitment information is released, will be assigned a PROMO CODE to use when registering anyone to the Registry
 - Someone may register but if they do not return their swab kit, or text "Yes" to confirm, they will not be added to the Registry

- FREE Resources
 - Access the [HOSA Digital Asset Library](#) for **NMDP** graphics and logos, Instagram Bingo Card, and Offline Contribution Form.
 - Learn more about the following additional free resources [HERE](#)
 - Pin-Up Campaign
 - Swab Your Circle Kits
 - Event-in-a-Box Kits
- [INCENTIVES:](#)
 - 1 dollar raised = 1 point
 - 1 person added to the **NMDP** Registry = 10 points (NOTE: Join Keyword MUST be used to track credit)
 - 1 Pre-Registration = 5 points (NOTE: Join Keyword MUST be used to track credit)
 - 1 Chapter Team Captain downloads the fundraising app = 20 points
 - Learn more about incentives and how to earn points for your chapter [here](#). And stay tuned to **NMDP** websites for additional opportunities throughout the school year to earn even more points!
- **Questions for NMDP?** Contact HOSA@nmdp.org with any questions or to get in contact with your **NMDP** Representative!