

# HOSA Service Project

## Recognition Event .....

<b>Eligible Divisions:</b> Middle School, Secondary & Postsecondary / Collegiate	Recognizes volunteer hours and money raised to support NMDP	<b>Digital Upload:</b> Uses HOSA Activity Tracking System to track hours and money
Chapter Recognition Event		



### New for 2024 - 2025

BeTheMatch has changed their name to NMDP. Applicable links and edits have been made to reflect the new name. Editorial updates have been made.

### 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 collectively support the selected service organization.

**Ongoing Service Organization:**  
**NMDP (formerly Be The Match)**  
[NMDP.org/HOSA](https://www.nmdp.org/HOSA)



### General Rules

1. Competitors must be familiar with and adhere to the [General Rules and Regulations](#).
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 chapter members to reach the 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, 2024 through May 15, 2025. Activities must be entered and **APPROVED** by chapter advisors in the online HOSA Activity Tracking System by midnight on May 15, 2025. 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, 2024, 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 must not 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 must not 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 NMDP in recognition for outstanding contributions by individual chapters. Chartered Association outstanding service awards, if given, will be announced by the respective state advisor.
11. Certificate of Recognition and Merit chapters will be posted on the National HOSA website and will receive 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 the International Leadership Conference & earning recognition will select a chapter representative to walk across the stage during the identified award/recognition session to receive a pin. Gold, silver & bronze medals are not awarded for this event at the international level.
12. 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 partner organizations and in HOSA publications.

## Process for Financial Donations to NMDP

13. All information regarding the partnership with NMDP, including updates and incentive information, can be found at [NMDP.org/HOSA](https://www.nmdp.org/HOSA).
14. 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 the chapter’s JOIN KEYWORD to your team page (if you don’t have one, email [hosa@nmdp.org](mailto:hosa@nmdp.org) to get one)
  - Customize page and connect to social media; invite friends and family to visit your page and donate
15. Chapter members can start personal pages at [NMDP.org/HOSACHapters](https://www.nmdp.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).

16. Most 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 Foundation  
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 18, 2025) to determine the winners of [annual incentives](#).
17. The [NMDP.org/HOSACHapters](#) website will track your donations for incentives and prizes from NMDP. However, please note that the tracking process described above will be used to determine HOSA Chartered Association and ILC recognition levels.
18. The NMDP Foundation raises funds to help provide patient assistance for transplant costs, further diversify the registry, and fund and conduct research to improve patient outcomes. NMDP and the NMDP Foundation are both qualified organizations recognized under section 501(c)(3); all donations are tax-deductible. The NMDP tax ID number is 41-1704734.

#### 19. 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 [NMDP.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**
    1. Only ONE person per chapter can create a TEAM. Chapter members may then JOIN the team.
    2. When registering the chapter team page, each advisor/team captain must select one option regarding their plans to add individuals to the NMDP Registry and/or pre-registry.
      1. My chapter will add people to the registry this school year with an EXISTING NMDP Join Keyword
      2. My chapter will add people to the registry this school year, and we NEED an NMDP Join Keyword
      3. My chapter will not add people to the registry this school year
    3. Once the chapter team page is registered, the advisor/team captain will receive follow-up emails with more information. A separate email will confirm the chapter's join keyword for the 24-25 school/membership year and include your next steps.
  - b. **Chapter Team Member**  
You must JOIN your chapter's team page
  - c. **Individual Fundraiser**  
You may fundraise on your own without a chapter team
4. Personalize your chapter's team page with logos, photos, videos, and more. For a complete overview of the platform, including helpful tips, check out this [User Guide](#).

5. To ensure your chapter earns points for adding people to the donor registry, make sure to replace the general join keyword on your team page story (<https://join.nmdp.org/hosa>) with your chapter's join keyword, <https://join.nmdp.org/yourkeywordhere>).

## 20. Get Involved with NMDP

All information regarding the partnership with NMDP can be found at [NMDP.org/HOSA](https://www.nmdp.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 are available to help your chapter succeed [HERE](#).
- [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](#). Stay tuned to [NMDP.org/HOSA](https://www.nmdp.org/HOSA) for additional opportunities throughout the school year to earn even more points!
- **Questions for NMDP?** Contact [HOSA@nmdp.org](mailto:HOSA@nmdp.org) with any questions or to get in contact with your NMDP Representative!