

## **BAT FOR THE CURE 2010 MINOR LEAGUE BASEBALL GUIDELINES**

### **NOTRE DAME BAT FOR THE CURE CENTRAL**

Paul Scagliarini, Administrator and Ed Lynch Region 12 Director has Board responsibility: This function will do the following:

- Serve as liaison to Bat for the Cure
- Convert the information received from Bat for the Cure into a master Bat for the Cure Excel spreadsheet by Notre Dame Regions and send it to the NDSA Regional Directors. Will provide a revised version of master spreadsheet through out the season to NDSA Directors based on input activity.
- Will communicate to Bat for the Cure the baseball games where ND will be able to (yes) and not able to (No) provide volunteers. For yes games will provide Bat for the Cure the name (and email address if provided) of the ND Club Lead Volunteer
- Will maintain a master record of ND club participation in the 2010 minor league season for year end reporting.
- Will provide to the NDSA Regional Directors the date of the scheduled game and in many cases a backup rain date, the contact name of the baseball team so the local club will know who to communicate with as to volunteers, timing, and free entrance into the ballpark on game day.

### **BAT FOR THE CURE CHARITY (New York, New York)**

- Will be the direct contact with the baseball club
- Will provide an email to the ND Administrator of the confirmed baseball team dates, and primary contact individual information.
- Will arrange to have all the printed handout material and blue wrist bands sent directly to the ball park prior to game day
- Will arrange with the baseball team to have all the materials sent back to Bat for the Cure following the game

### **NDSA REGIONAL DIRECTORS**

- Manage their region using the Excel spreadsheets. Each Region will have a separate tab with its specific baseball teams. Be alert to changes or additions to your region as successive spreadsheets will be generated as we move through out the baseball season. On each revised version all new activity will be highlighted in GREEN. Your region will be in game date order for all scheduled games and alphabetical for the unscheduled teams.
- Contact the local ND club as soon as you get notified of a scheduled date that has been agreed upon between the baseball club and Bat for the Cure by either: a revised spreadsheet version, a direct "Heads Up email from Paul or Ed.

- Continue to follow up with every ND club on the spreadsheet until you get a “yes “ or “ no” response. It is important to communicate the NO responses as we need to give Bat for the Cure as much time as possible to locate other volunteers for the game.
- Email Paul Scagliarini at [goirish60@comcast.net](mailto:goirish60@comcast.net) with the response from their Notre Dame Clubs for EVERY scheduled game.
- If “yes” please provide the name of the ND club, name of the baseball team, the club Lead Volunteer with his / her email address. Need to have a response from every club for every game. If “No” prior to sending the response to Paul, ask the club if NDSA can contact ND alumni in the locale of the baseball team. Many NO responses are due to baseball games in a remote area of a ND Club.
- Provide the local ND club with the contact information of the local baseball club. This will allow the ND Club, most likely the Lead Volunteer to contact the local baseball club contact, tell him/her the number of volunteers going to the game (usually 3 -6), and ask where to get the free tickets into the ball park.
- At the end of the season, submit any comments received from the ND clubs on their experiences at the ball park to Paul.

## **LOCAL NOTRE DAME CLUB**

- Determine if they can provide volunteers for the specific game as quickly as possible. Communicate the decision to their NDSA Regional Director.
- If yes, recommend 3 to 5 volunteers if possible. If you have a prostate cancer survivor, it would be good, but not required. Volunteers can be Notre Dame alumni or alumnae, spouses, family members, and friends. They do not have to be ND club members. Women are excellent volunteers. Prostate cancer is gender specific, but handing out informational material is not.
- Provide their NDSA Regional Director with name of the lead volunteer
- The local Notre Dame club should contact the local Baseball team to introduce themselves, verify they will be there to assist Bat for the Cure and communicate the number of volunteers that will require free passes into the ball park on game day..
- Arrive at the baseball park 30 to 45 minutes prior to the opening of the gate to the general public (not game time). Admission will be provided by Bat for the Cure (most likely at the will call window)
- Wear Notre Dame clothing and have local club business cards available to hand out. In many cities fans will see the ND logo and make a comment. Tell them ND has a prostate awareness program and are partnering with Bat for the Cure. Give them how to contact your club in the future.
- The location of the table is determined by the baseball team. Most likely it will be near the entrance gate.
- Be pro-active at the table in handing out the prostate cancer material. Do it in a professional way as you are representing Notre Dame and the Bat for the Cure. You can approach the fans and say “We are here for Prostate Cancer

and have some information for you” or “We support prostate cancer awareness and here is some information for you to read.” In addition, Bat for the Cure provides the baseball team public address announcements before and during the game.

- The box from Bat for the Cure will be waiting for you upon arrival at the baseball park. Inside will be: table signage, prostate cancer handout material, 40 blue wristbands, and tape. Assemble the table signage. Separate the different informational handouts. Recommend only give 2 or 3 pieces of information to a single individual. The 40 wristbands are to be given to the baseball club as they are worn by the players and umpires during the game.
- Typically by the 5<sup>th</sup> or 6<sup>th</sup> inning traffic past the table had ended and you can close the operation. Put all unused materials inside the box and the baseball club will return it to Bat for the Cure
- Communicate your experience to the NDSA Regional Director
- Be sure to include this activity on your Club annual report to the Alumni Association under PACE in the Community Service section.