



**2019 TEAM HANDBOOK
AND EVENT INFORMATION**



Do You Have What it Takes?



Welcome to The Community Cup 2019 Sports Challenge!

Welcome to the second annual **Community Cup, presented by The Columbus Foundation.**

This event was created to support the efforts of the **Greater Columbus Sports Commission** in bringing the very best sporting events to the city.

We want to promote friendly competition, team camaraderie, wellness, athletic skills and charitable giving that everyone can be a part of and enjoy.

Thank you for participating in The Community Cup, and good luck!



Linda Shetina Logan

Linda Shetina Logan, CSEE and CTA
Executive Director, Greater Columbus Sports Commission



EVENT INFORMATION



Make the Most of Your Community Cup Experience

As your company's team captain, your primary responsibility is to recruit company employees and complete the required online team participation form. The team at the Greater Columbus Sports Commission will assist you throughout this process and there will be a Team Captain Orientation to help you with your duties during packet pickup.

Another important responsibility will be the coordination of your company's charitable giving efforts. In addition to competition points earned on event day, the Charity Challenge will allow you the opportunity to earn points prior to Sept. 28.

Included in this packet is the information needed to get you started.

General Event Information

This section includes basic information about The Community Cup and outlines important dates and meeting details. Please note the competition details, as they define who may represent your company, and mark your calendar for Thursday, Sept. 12, as the deadline for team registration.

Event Schedule

The Community Cup's main goal is to encourage maximum company participation, so the schedule may not be conducive to team members entering multiple activities. This may be a challenge with smaller companies that may have to be selective on competitions entered. However, we have scheduled most of the events as an open time frame to allow for as much flexibility as possible. Keep in mind, Division IV companies with fewer than 20 employees may combine with one (1) other company with less than 20 employees and be recognized as one (1) team.

Competition Information

The rules section of the handbook includes specific details on team entries per competition, the format, point system and competition location.

Get Ready to Claim the Cup!

Thank you, and we look forward to a very fun Community Cup, presented by The Columbus Foundation. We wish you and your employees all the best in earning bragging rights in the battle for the Cup!

About the Venue OTTERBEIN UNIVERSITY

Otterbein University proudly stands as one of the most innovative and inclusive universities in the country. Since its founding in 1847, Otterbein has been recognized for its pace-setting ideals—for its nationally ground-breaking integrative studies curriculum; its standing among the country’s smartest experiential learning programs; and its commitment to serve a greater good. Otterbein’s perfect location in picturesque Westerville—just minutes away from downtown Columbus—gives students impressive internship and networking experience. Otterbein students and alumni STAND OUT as professionals and leaders who advance their professions and their communities.

About the Presenting Sponsor THE COLUMBUS FOUNDATION

The Community Cup would not be possible without the support of its partners.

The Columbus Foundation, our presenting sponsor, is the trusted philanthropic advisor® to more than 2,500 individuals, families and businesses that have created unique funds and planned gifts to make a difference in the lives of others through the most effective philanthropy possible.

The Foundation’s Center for Corporate Philanthropy is designed to help established and new central Ohio businesses make their charitable investments—within the company and in the broader community—as cost-effective and efficient as possible. The Employee Assistance Program helps businesses support their employees during times of hardship and disaster to ensure they have the assistance they need when it’s needed most.

Learn more at cbusfdn.org/EAP.

KEY DATES

Tuesday, Sept. 3, 2019	Charity Challenge Ends	Greater Columbus Sports Commission staff to collect
Thursday, Sept. 12, 2019	Team Registration Deadline	columbuscommunitycup.com
Friday, Sept. 13, 2019	5K Race Participant Submissions Due	Team captains to submit
Wednesday, Sept. 18, 2019	Giant Eagle Catering Deadline	Team captains to submit
Wednesday, Sept. 18, 2019	Team Orientation and Packet Pickup	Otterbein University, The Point
Saturday, Sept. 28, 2019	EVENT DAY!	Otterbein University

Community Cup Team Breakdown

Division I: 751+ employees

Division II: 301-750 employees

Division III: 101-300 employees

Division IV: under 100 employees

GENERAL TEAM INFORMATION

Eligibility to Participate

Only registered teams may participate in The Community Cup, presented by The Columbus Foundation. Teams will be entered on a first-come, first-served basis after submitting the official online entry form and paying the entry fee.

Each company or organization may only enter one (1) team.

However, to allow for ample participation in all events and fair scoring, the recommended number of team members is 20.

Each team will compete within one (1) of four (4) divisions based on the company's total number of full- and part-time employees.

Companies with fewer than 20 employees may combine with one (1) other company with less than 20 employees and be recognized as one (1) team.

Individual Participation Eligibility

To be eligible to participate in The Community Cup, individual team members must meet the following requirements:

1. Each member must be employed by the organization fielding the team, work there at least 20 hours per week and earn most of his or her income from the company he or she is representing.
2. Retirees over the age of 55 are eligible to compete if the company's human resources director provides written certification of the individual's retirement date and that he or she was employed by the company a minimum of three (3) years before retiring.
3. Eligible individual team members include full-time employees, part-time employees, interns (must work at least 20 hours per week) and retirees. Family members of employees (except in the 5K Race), contractors (unless contracted solely with the participating organization), volunteers and board members not employed by the company are not eligible to participate.
4. The number of participants a team may have in the 5K Race is unlimited. However, only the top male and female in each age group competing for the team will be scored for the team points.
5. No individual competitor may compete on more than one (1) team.

Additional Event Requirements

1. Each team will register its Community Cup team members, including name, gender and age. Age division is determined by the age of the individual on Sept. 28, 2019.
2. Each team member must sign the event waiver online.
3. During The Community Cup, all team members must be dressed in a t-shirt with the name of the team clearly visible.

TEAM PARTICIPATION OPPORTUNITIES



It is recommended to have 20 team members participating in The Community Cup. Please see event rules for recommended participants per event.

Competitive Events:

- M3S 5K Race
- Marathon Dodgeball
- JPMorgan Chase & Co. Tug of War
- One-mile Walk
- Red Roof Cornhole Toss
- G&J Pepsi Football Toss
- Columbus Blue Jackets Hockey Shot
- Frisbee Toss
- Orthopedic ONE Soccer Kick
- Lacrosse Passing
- HNS Sports Golf Chipping
- Columbus Clippers Wiffle Ball Home Run Derby
- Hands and Microsurgery Associates Basketball Shooting Competition

Charity Challenge

At The Community Cup, we believe that team building and wellness extend beyond event day. That's why we've created the Charity Challenge! Participating teams in The Community Cup have three opportunities to give back to their community while earning points. The Columbus Foundation, Mid-Ohio Foodbank and YMCA of Central Ohio have partnered with us as recipients of Charity Challenge donations.

Find more details about the Charity Challenge at columbuscommunitycup.com.

EVENT RULES

<p>5K Race, presented by M3S Sports unlimited participants</p>	<p>For the 5K Race, the number of participants that a team can have in the race is unlimited. However, only the top male and female in each age group (within your company's top finishers) will be scored for the team points, even if a team has more than one (1) male and one (1) female participating in any age group. Runners will be competing against other runners within the same age group and company division to score points. A team's top male and female finisher from each age group (29 and under, 30-39, 40-49, 50-plus) will have their points combined to determine each team's point total for the race, which will then award a first, second, third and fourth place. All teams participating in the 5K Race will be awarded 10 points.</p>
<p>Dodgeball, presented by Marathon Petroleum 6 participants</p>	<p>The dodgeball tournament will be a single elimination bracket, played under the National Amateur Dodgeball Association (NADA) rules. Each company will be permitted to enter one (1) team of up to 10 participants, which must include at least two (2) females. Each game begins with no more than six (6) players competing per team and the remaining four (4) available as substitutes. Teams may only substitute players in between games or in the case of an injury. All games will be played for three (3) minutes or until all players on one (1) team are eliminated. The match will consist of three (3) games, with the winner declared from the best two (2) out of three (3) games. The top four (4) teams per division will be awarded 100, 75, 50 and 25 points accordingly, and all teams participating will receive 10 points. Third and fourth place will be determined by a consolation match prior to the championship match.</p>
<p>Tug of War, presented by JPMorgan Chase & Co. and Ryze Athletics 8 participants</p>	<p>Each company may enter one (1) team of eight (8) employees, including at least two (2) females in the single elimination bracket. Each pull will have a time limit of five (5) minutes. The winning team must pull its opponent five (5) yards to cross the line or must be ahead when the time expires. Rubber/plastic cleats and gloves are permitted, but no metal spikes are allowed. Participants must try to stay on their feet and not sit, kneel or lie down for advantage. Team members are not allowed to wrap the rope around their arms or bodies. Winning teams will advance in their division until an overall winner is declared. The top four (4) teams per division will be awarded 100, 75, 50 and 25 points accordingly, and all teams participating will receive 10 points. Third and fourth place will be determined by a consolation match occurring prior to the championship match.</p>
<p>One-mile Walk unlimited participants <i>(up to 25 participants will be scored)</i></p>	<p>Each team may enter unlimited walkers for the One-mile Walk. The first 25 employees per team who finish the walk will be scored. Each member who completes the walk will receive four (4) points for a maximum of 100 points per team. This is a non-timed event, but every participant in the One-mile Walk must still sign an event waiver.</p>
<p>Cornhole Toss, presented by Red Roof 4 participants</p>	<p>Each company may enter one (1) team of four (4) players, including two (2) females. Each participant will be given five (5) chances to toss a cornhole bag onto the board. Players will score three (3) points for each bag that goes into the hole and one (1) point for each bag that lands and stays on the board. Any bag that hits the ground before hitting the board is "dead" and won't be eligible to score points. Individual scores will be added together to create a team score.</p>
<p>Football Toss, presented by G&J Pepsi-Cola 4 participants</p>	<p>Each company may enter one (1) team of four (4) employees, including at least two (2) females. Each team member will attempt to throw five (5) footballs through different targets. Targets will be placed five (5) yards, 10 yards and 15 yards away, with participants scoring five (5), 10 or 15 points based on the target they throw the ball through. Participants may only use footballs provided at the event. Participants may not redo throws. Individual scores will be added together to create a team score.</p>

Continued on next page.

<p>Hockey Shot, presented by Columbus Blue Jackets</p> <p>4 participants</p>	<p>Each company may enter one (1) team of four (4) employees, including at least two (2) females. Each team member will shoot five (5) pucks through the net. Distances of five (5), 10 and 15 yards will reflect different point totals based on difficulty. Participants do not have to shoot all shots from the same distance. Each participant is limited to one (1) turn. Individual scores will be added together to create a team score.</p>
<p>Frisbee Toss</p> <p>4 participants</p>	<p>Each company may enter one (1) team of four (4) employees, including at least two (2) females. Each team member will be given one (1) minute to throw as many frisbees as they can. Partners will be placed 20 yards away. Each throw that is caught by their teammate and placed in the bin will be worth one (1) point. Individual scores will be added together to create a team score.</p>
<p>Soccer Kick, presented by Orthopedic ONE</p> <p>4 participants</p>	<p>Each company may enter one (1) team of four (4) employees, including at least two (2) females. Each team member will kick five (5) soccer balls through the soccer goal. The soccer goal will have multiple targets that will reflect different point totals. Rubber/plastic cleats are allowed but metal spikes are not permitted. Points will be awarded based on difficulty. Each participant is limited to one (1) turn. Individual scores will be added together to create a team score.</p>
<p>Lacrosse Passing</p> <p>4 participants</p>	<p>Each company may enter one (1) team of four (4) employees, including at least two (2) females. Each team member will have five (5) passes to their partner placed 15 yards away. Each completed pass will be worth five (5) points. Participants may not redo passes. Individual scores will be added together to create a team score.</p>
<p>Golf Chipping, presented by HNS Sports and The Range</p> <p>4 participants</p>	<p>Each company may enter one (1) team of four (4) employees, including at least one (1) female. Team members will chip five (5) balls from 60 yards into progressively larger circles surrounding a flag. The smallest circle will be worth 20 points, the middle worth 10 points and the outer-most worth five (5) points. A hole-in-one will be worth 30 points. Individual scores will be added together to create a team score. Based on total team score, 100, 75, 50 and 25 points will be awarded accordingly to the top four (4) teams per division. All teams will receive 10 points. Golf clubs will be provided, but competitors can bring their own golf clubs.</p>
<p>Wiffle Ball Home Run Derby, presented by Columbus Clippers</p> <p>4 participants</p>	<p>The Wiffle Ball Home Run Derby will be self-pitch. Each team consists of up to four (4) team members, including at least one (1) female. Each team member must bat, but not all team members are required to pitch. Batters will have one (1) minute to hit as many home runs as possible. Each home run will be worth one (1) point. The distance from the pitcher to the batter must be at least 15 feet. All home runs will be counted toward the total team score. Bats and wiffle balls will be provided, and batters are not permitted to bring their own equipment.</p>
<p>Basketball Shooting Competition, presented by Hand and Microsurgery Associates</p> <p>4 participants</p>	<p>Each company may enter one (1) team of four (4) players, including at least two (2) females. Each participant will attempt to shoot five (5) basketballs from their choice of pre-marked spots, each with a different point value awarded when the baskets are made. Participants may not redo shots. Individual scores will be added together to create a team score.</p>

T-SHIRT CONTEST, SPONSORED BY OUTREACH PROMOTIONAL SOLUTIONS



Teams are required to wear a team t-shirt on event day. Outreach Promotional Solutions is the 2019 Community Cup preferred t-shirt vendor. If your team chooses to use Outreach for team uniforms, you will receive a 20% discount on all items ordered. Additionally, Outreach is providing free design help, if needed, to create your team t-shirts. All t-shirt orders must be placed by **Friday, Sept. 13**. The Community Cup event logo must be included on all t-shirt designs.

Our panel of judges will score every team t-shirt and announce a winner from each division. The winning teams will receive 10 points and a prize. You do not need to be participating in any of the 13 activities to show off your company pride! You can find step-by-step instructions for ordering team t-shirts on columbuscommunitycup.com.

SCHEDULE OF EVENTS



TIME	EVENT	LOCATION
6:30 a.m.	Giant Eagle Tailgate Zone Opens	Memorial Stadium South Parking Lot
7:30 a.m.	<ul style="list-style-type: none"> • Family Fun Zone Opens • National Anthem and Opening Ceremonies • M3S Sports 5K Racers Report to Start Line 	Memorial Stadium
7:45 a.m.	Shotgun Start - M3S Sports 5K Race	Memorial Stadium
8:45 a.m.	Shotgun Start - One-mile Walk	Memorial Stadium
9 a.m.	Practice for Drop-In Events Begins	
9:15 a.m.	Marathon Dodgeball (Division I)	Clements Center
9:30 a.m.	Drop-In Events Begin <ul style="list-style-type: none"> • Hand and Microsurgery Associates Basketball Shooting Competition • Red Roof Cornhole Toss • HNS Sports Golf Chipping • G&J Pepsi-Cola Football Toss • Frisbee Toss • Orthopedic ONE Soccer Kick • Columbus Blue Jackets Hockey Shot • Lacrosse Passing • Columbus Clippers Wiffle Ball Home Run Derby 	Rike Center Memorial Stadium Baseball Field Memorial Stadium Memorial Stadium Memorial Stadium Memorial Stadium Memorial Stadium Softball Field
9:30 a.m.	JPMorgan Chase & Co. Tug of War (Division III and Division IV)	Memorial Stadium
9:55 a.m.	Marathon Dodgeball (Division II)	Clements Center
10:30 a.m.	Marathon Dodgeball (Division III)	Clements Center
10:50 a.m.	Marathon Dodgeball (Division IV)	Clements Center
11:00 a.m.	JPMorgan Chase & Co. Tug of War (Division I)	Memorial Stadium
11:40 a.m.	JPMorgan Chase & Co. Tug of War (Division II)	Memorial Stadium
12 p.m.	Drop-In Events Close	
12:30 p.m.	JPMorgan Chase & Co. Tug of War Championship Matches	Memorial Stadium
12:45 p.m.	Closing Ceremonies and Community Cup Presentation	Memorial Stadium

EVENT DAY INFORMATION



Athlete Check-In and Wristbands

In order to compete in The Community Cup, all athletes must sign the official online event waiver.

On event day, all athletes will check-in at Otterbein University's Memorial Stadium. For the 5K Race, there will be a separate registration site, which will be open starting at 6:30 a.m. on event day. Family members of participants who wish to partake in the 5K may register on-site. Fully registered athletes will be given an event wristband indicating their eligibility to compete in all events.

****Please note: ALL ATHLETES MUST BE WEARING A WRISTBAND TO COMPETE****

Family Fun Zone

The event will feature a Family Fun Zone where family members can have fun with local team mascots and participate in their own activities at no charge. There will be vendors such as face painters, a caricature artist and balloon artists at no additional cost. The Family Fun Zone will be open from 8 a.m.-12 p.m.

Opening Ceremony, Closing Ceremony and Awards

The Opening Ceremony will take place inside Memorial Stadium at 7:30 a.m. on event day. The Awards and Closing Ceremony for The Community Cup will take place inside Memorial Stadium immediately following the conclusion of the events. The top teams within each division will be presented with the Cup.

Inclement Weather Information

Weather forecasts will be monitored closely prior to the event, paying close attention to heavy rain, thunder and lightning, high winds or extreme temperatures. In the case of light rain, events will proceed under tents or in the Clements and Rike Centers. Due to the nature of the event and its outside course, the 5K Race will be monitored more closely. Visible lightning will cause the race to be postponed for a minimum of 30 minutes. Additional sightings will continue to delay the race in 10-minute increments. In the event of extreme heat, extra water will be provided to the athletes and the on-site medical team will be on high alert.

TAILGATING GUIDE

Tailgating at The Community Cup, presented by The Columbus Foundation, is one of the highlights of the event. To ensure a safe and fun environment for everyone, please review this document regarding campus rules and guidelines for tailgating.

Tailgating is defined as all festive and family-friendly activities which occur within a designated area provided that such activities do not impede traffic, safety or the flow of emergency vehicles.

Otterbein University and the Greater Columbus Sports Commission reserve the right to restrict any vehicle or person for reasons of safety. Violation of any guidelines may result in removal from Otterbein University grounds. Failure to cooperate with Otterbein staff, security officials or Greater Columbus Sports Commission staff may result in forfeiture of all tailgating privileges.

Giant Eagle Tailgate Zone

The Giant Eagle Tailgate Zone is open to all participants. Concessions will be available onsite and selling throughout the day. Water stations will be onsite so please bring a reusable container to fill up and stay hydrated throughout the day. Tailgate areas are available around Memorial Stadium. Tailgating is only permitted in designated areas. Space is limited in the tailgate lots. Motor homes or trailers are not permitted. No tailgating activities may restrict or impede traffic lanes through the designated parking lots and designated “No Parking” areas.

This area will serve as home base for your company in between and after events, which is where you’ll be refreshed and recharged! Teams can bring their own collapsible chairs, grills and other tailgate materials. Each team will be provided a 10-by-10-foot tent. Signage indicating team tents will be provided. **As a friendly reminder, alcohol is prohibited.**

Giant Eagle is the exclusive food vendor of the Tailgate Zone and each team can place their catering orders ahead of time. Giant Eagle will waive the delivery fee and deliver your team’s order to your assigned tent. Deadline to submit catering orders is **Wednesday, Sept. 18, by 5 p.m.** A menu may be viewed at columbuscommunitycup.com and orders can be made by emailing kingsdalecatering@gianteagle.com or calling 614-538-0783.

GENERAL RULES

1. In case of fire or other emergency, call 911.
2. Federal, state and local laws pertaining to the possession, consumption and distribution of alcohol and controlled substances will be enforced. All persons and vehicles are subject to search in accordance with federal, state and local laws. Alcohol is prohibited at The Community Cup.
3. Glass is prohibited.
4. Pets are prohibited.
5. Open flames are prohibited, including charcoal grills. Propane grills are permitted but must be 15 feet from any structure or foliage.
6. Solicitation is prohibited without permission from the Greater Columbus Sports Commission and Otterbein University.
7. Individuals must leave the Tailgate Zone after the event concludes.
8. All individuals are required to clean their designated areas and dispose of trash properly.
9. Companies may have their own music at their tent so long as the music is not disturbing others. There will be music at the event and in the Tailgate Zone.
10. Electricity is not available in tailgate areas and parking lots.

EVENT DAY INFORMATION



Information Center

The information center near Memorial Stadium will provide event information and access to event resources. It will serve as a shelter from extreme temperatures or other weather conditions.

Medical Services, provided by OhioHealth OhioHealth

First aid, on-site injury evaluation and care, hydration stations, EMS, ice bags and more will be provided to all registered participants who have signed the liability waiver and are wearing a wristband. Medical services will be provided by OhioHealth.

Equipment, sponsored by Dick's Sporting Goods

Thank you to our sponsor, Dick's Sporting Goods, who are providing event day equipment!

Technology, sponsored by LIVE! Technologies

Thank you to our sponsor, LIVE! Technologies, who are providing the technology for today's event!

Parking Information

Primary parking will be at Memorial Stadium (135 Center St. Westerville, OH 43081). Parking will also be available in the lots surrounding the Otterbein Student Center (1 South Grove Street, Westerville, Ohio 43081). Participants can also find parking at The Point (60 Collegeview Rd. Westerville, OH 43081), which will have a shuttle for participants to use and get to Memorial Stadium. We advise you not to park at area businesses at the risk of being towed.

Alcohol Policy

For liability reasons, alcohol will not be permitted on the premises of Otterbein University during The Community Cup. To respect University policy and provide for safety of individual spectators and participants, this applies to all events and all areas of the campus during the duration of The Community Cup.

Animal Policy

For liability reasons, pets and animals are not allowed on the premises of Otterbein University during The Community Cup. To respect University policy as well as provide safety of spectators, participants and animals, this rule applies to all events and all areas of the campus during the duration of The Community Cup.

This handbook is intended to be a guide for participants and spectators at The Community Cup. Content and/or rules are subject to change.



Presented by
The Columbus Foundation