



# **THE ROYAL MANTICORAN NAVY**

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## ***Office of the First Space Lord***

### **EMERGENCY RELIEF CHALLENGE (Food Drive Challenge – Black Sphinx Cup) 2017 Rules and Information**

#### **OVERVIEW & PURPOSE:**

The Emergency Relief Challenge is a competition in which the Chapters of a Fleet strive to donate the most food, canned goods, and other related essential items to the local non-profit of their choice, by the end of the 3 month Challenge period allotted by their Fleet Commander. These rules are based on similar Challenges conducted by TRMN Fleets in the past, in an effort to standardize them for unified competition under the 2017 Black Sphinx Cup.

The Chapter that donates the most individual items and correctly submits this information during the Challenge period, wins the Emergency Relief Challenge in their Fleet.

## EMERGENCY RELIEF CHALLENGE RULES:

In order to be compliant with the Black Sphinx Cup, the Fleet Cup's Emergency Relief Challenge must adhere to the following rules.

- The Fleet Commander must designate a **Challenge Director** to run the Challenge. This can be any member of the Fleet's Staff, or the Fleet Commander themselves. It is suggested that Fleet Staff Intelligence Officers perform this duty.
- Each Chapter must select one **Challenge Liaison** to keep records for their Chapter. This may be any member of the Chapter with the approval of their CO.
- The Challenge Liaison is responsible for accurately keeping records for their Chapter and submitting them to the Fleet Cup's Challenge Director by the deadline for submissions.
- **The deadline for records submission shall be before midnight of the last day of the Challenge Period. No records will be accepted after this cutoff.**
- Chapter Liaisons must conduct and submit their records as a spreadsheet, as detailed below in **RECORDING & REPORTING THE EMERGENCY RELIEF CHALLENGE**.
- Chapters may, and are encouraged to, submit reports to the Challenge Director frequently to provide updates on standings during the Challenge Period.
- **Chapter Liaisons are required to submit a final report within the final 7 days of the Challenge period.** This final report will be the records by which the Challenge Director determines the Challenge winner.
- The Emergency Relief Challenge must be held in one of three Challenge periods, as determined by the Fleet Commander. A Challenges period is a **3 month period** where one Challenge is conducted at a time, with buffer for follow up and preparation for the next Challenge.
- The Challenge Periods must adhere to the following schedule:
  - **Challenge Period 1:** February 15<sup>th</sup> – May 15<sup>th</sup>
  - **Challenge Period 2:** May 30<sup>th</sup> - August 30<sup>th</sup>
  - **Challenge Period 3:** September 15<sup>th</sup> - December 15<sup>th</sup>
- **No extensions** will be permitted.
- Fleet Commanders may choose to repeat the Emergency Relief Challenge for multiple periods.
- **Only Full Chapters may participate in the Fleet Cup Challenges.** A Full Chapter is defined as any hyper-capable naval unit or LAC under the command of that Fleet's Fleet Commander. HMSS Greenwich may participate, other stations and pinnaces may not.
- If a Chapter **upgrades to a larger vessel between Challenge periods**, and retains 90% of their previous crew listed at the end of the previous Challenge, the previous Challenge win will carry over and be credited to the newly upgraded chapter. If the 90% threshold is not met, the situation will be reviewed and ruled upon by the Staff Intelligence Officer for the First Space Lord and a decision will be made on a case-by-case basis.
- If a Chapter **downgrades to a smaller vessel between Challenge periods**, their previous Challenge win will carry over and credited to the newly upgraded chapter.
- **At the end of EACH Challenge Period, the officially listed CO, XO and Bosun of a participating Chapter must have met their rank testing requirements.** Chapters

who submit a final Challenge report or submission whose current CO, XO and/or Bosun have not met their rank testing requirements, **will be disqualified from the Challenge**. It is the responsibility of the Fleet Commander to confirm that these rank testing requirements have been met before declaring a winner for each Challenge, and for the overall Cup.

- Only the Training activities or contributions of officially listed members of a specific Chapter on the TRMN Medusa Database may be submitted for that Chapter.
- If a member moves chapters during the Challenge period, **they must be removed from their previous Chapter's records**. As members change chapters, their Emergency Relief donation records move with them. As such, **the final report from a Chapter must only include their current official members records**. It is the responsibility of the Challenge Director to check and confirm that these final reports are accurate.
- **Donating canned and dry goods** is the preferred and primary method of Challenge participation.
- **Local Food Banks or Shelters** that take such donations are the preferred and primary targets for Challenge donations.
- **Alternative essential goods for donations**, such as **new and still in the package** socks, underwear, gloves, shirts, etc are acceptable, but **require prior approval from the Fleet Commander**. If there is a dispute concerning this, authority goes to the Staff Intel Officer of the First Space Lord, who will resolve the dispute on a case-by-case basis.
- **Alternative targets for Challenge donations**, such as the Red Cross, Good Will, or **any non-profit entity other than a Food Bank or Shelter, require prior approval from the Fleet Commander**. If there is a dispute concerning this, authority goes to the Office of the First Space Lord, who will resolve the dispute on a case-by-case basis.
- Non-profits/targets for Challenge donations must not be of a non-political or controversial nature. If a Fleet Commander is concerned about the nature of a non-profit, they should consult with the Office of the First Space Lord immediately. The Office of the First Space Lord holds the authority to intervene and disqualify the volunteer work for this Challenge.
- **Digital photographs of each individual donation**, clearly displaying the items donated, **are required to be included in the final Challenge report**.
- It is highly recommended that individuals includes themselves in the photograph, in TRMN attire, though this is not required.
- **Itemized receipts** of all donations should be taken and included in the Challenge report **whenever possible**.
- The Emergency Relief Challenge will be scored as follows:
  - **Each individual canned or dried good is worth one point**, regardless of the size of the individually packaged item.
  - **Each alternative item**, that has received prior approval from the Fleet Commander, such as new and packaged socks, etc, **is worth one point**. For example, if a new package of 3 pairs of socks is donated to a local shelter, each of those pairs of socks is worth a point (for a total of 3 points in this example), regardless of them being packaged together.
  - If there is **any dispute concerning point values as described above**, authority goes to the Staff Intel Officer of the First Space Lord, who will resolve the dispute on a case-by-case basis.

- **Monetary donations are permitted to food banks only.** Each dollar is worth one point. Copies of receipts from the food bank must be included in the final report.
- **Any donations made prior to, or after the Challenge Period WILL NOT BE COUNTED** toward their chapter's points.
- It is highly recommended that members take photos, video, or other media to document their donation activities, preferably in uniform, and include it in their reports. This is not a rule, just a recommendation that could further bolster their portfolio for the Black Sphinx Cup.

### **WINNING THE EMERGENCY RELIEF CHALLENGE:**

At the conclusion of the Challenge period, the chapter who has submitted a report that indicates they have scored the highest number of points through approved and photographically documented donations wins the Challenge.

In the event of a tie, the tie will be broken by comparing the number of points earned via approved alternative item donations.

### **RECORDING & REPORTING THE EMERGENCY RELIEF CHALLENGE .:**

Chapter Liaisons are required to create a spreadsheet to record their Chapter's activities in the Challenge. This Spreadsheet must include:

- A header with:
  - Chapter Name
  - CO Name and contact information
  - Chapter's Challenge Liaison name and contact information
  - The most recent date updated
- Numbered rows.
- **Each row represents one instance of a donation, or a Donation Instance.**
- Each Donation Instance row must include the following information in the columns:
  - Donation Date
  - Number of canned or dry food goods donated.
  - Number of alternative items donated.
  - Alternative items pre-approved? (Y / N / N/A)
  - Monetary donation amount
  - Donated to (including name, address, phone number)
  - Total Points donated.
  - Photographic Documentation Attached? (Y/N)
  - Filename of Photographic Documentation.
  - Rank, Name and TRMN ID Number of all members directly involved in the Donation Instance.
  - Brief Description of items donated.
- A footer with the total number of points earned by the Chapter.

## **AMBIGUITY CLAUSE:**

In any instance that the Black Sphinx Cup rules, or the specific rules of Approved Challenges, are found to be unclear or ambiguous by a Fleet Commander or their subordinate, it is essential that they immediately confer with the First Space Lord's Staff Intelligence Officer ([intel@1SL.trmn.org](mailto:intel@1SL.trmn.org)). A final ruling will be made by the Office of the First Space Lord and must be adhered to. Failure to adhere to this ruling will result in the Fleet being made ineligible for the Black Sphinx Cup. If a Fleet is found to have made their own interpretations of the rules without consulting the Office of the First Space Lord, they will be made ineligible for the Black Sphinx Cup.