



Charity Registration FAQ

What groups/charities are eligible?

Qualified organizations include federal, state, and local governments (including school districts) and 501(c)(3) organizations organized and operated only for charitable, religious, educational, scientific, or literary purposes, or for the prevention of cruelty to children or animals.

Can our group volunteer at multiple events during the year?

Absolutely! Volunteer groups can volunteer at as many Madison Festivals events as they are able.

What kinds of shifts are available?

We have a variety of options, which include but are not limited to:

- Taste of Madison: Beverages stations, grounds maintenance, truck supervision, info booth, etc.
- Run Madtown & Madison Marathon: Expo and packet pick up, water stations, cheer zone, finish line food/medals/water, information booth, grounds maintenance, etc.

What can you tell me about volunteering at Taste of Madison Beverage Stands and Marathon Water Stations?

- Taste of Madison Beverage Stands – responsibilities include taking orders, accepting payments, pouring beer/wine, opening malted beverage cans, being a great representative of the event!
 - At the event there are approximately:
 - 10 beer stands – requiring minimum of 12 volunteers (must be 18 yrs or older)
 - 4 wine stands - requiring 4-6 volunteers (must be 18 yrs or older)
 - 4 malted stands - requiring minimum of 8 volunteers (must be 18 yrs or older)
 - 8 soda stands – requiring minimum of 8 volunteers
 - Groups interested in working a beverage stand must commit to staffing their stand for the full day.
 - Groups may staff one day, Saturday or Sunday, or may request both days.
- Run Madtown & Madison Marathon Water Stations – responsibilities include setting up the water station, filling water and Gatorade cups, handing drinks to runners, general area clean up, and being a cheerleader for the participants!
 - Run Madtown has approximately 10 water stations
 - Madison Marathon has approximately 35 water stations
 - Water stations require a minimum of 10 people

Are there age requirements?

Any volunteer position that would serve alcohol requires volunteers to be 18 yrs or older
Soda stands, water stations, finish line, ground maintenance – 14 yrs or older, with an adult present
Cheer zones – all ages welcome

How long is a typical shift?

Shift times for all positions average 3.5-4 hours in length.

Taste of Madison beverage stands require the full day commitment. We recommend leaders assign shifts to your volunteers.



How are volunteers paid?

○ Taste of Madison

Saturday: 2:30pm – 8:30pm

- Beer Stands - \$775/day
- Wine Stands - \$200/day
- Malted Stands - \$400/day
- Soda Stands - \$400/day
- Other positions vary based on the position but range between \$25-\$500/position/shift

Sunday: 11am – 7pm

- Beer Stands - \$875/day
- Wine Stands - \$225/day
- Malted Stands - \$450/day
- Soda Stands - \$450/day
- Other positions vary based on the position but range between \$25-\$500/position/shift

○ Run Madtown & Madison Marathon

- Water Stations are paid a flat fee based on the water station assigned. Payment amounts range from \$100 - \$500/water station
- Other positions fees vary based on the position but range between \$25-\$250

How do I sign up to volunteer?

First, fill the Volunteer Form and return it to volunteer@madisonfestivals.com

Any representative from your group may complete the form. For school groups (or other groups with volunteers under 18 years of age) we ask that the representative be an adult leader or staff advisor. This allows us to remain in contact with the group as the youth graduate.

Do I have to volunteer with a group or can I sign up as an individual?

Taste of Madison beverage stands and Run Madtown/Madison Marathon water stations are typically filled by one group. You may contact that groups leader to be added to their group. Other positions, you may sign up as an individual. If you're unsure what to do, contact us and we'll help you figure it out! Volunteer@madisonfestivals.com

Does our group need to fill out the form every year?

Yes, we do need a new form each year to ensure all contact information remains up to date.

Questions?

Reach out to us at Volunteer@madisonfestivals.com



RUN MADTOWN

- March: Group shifts, water station locations sent to group leaders; requests begin
- March: Water station locations assigned to groups, group shifts assigned; registration opens
- May 1: Water station groups should have 75% of volunteers signed up
- **May Date TBD: Mandatory Volunteer Training via zoom.**
- **May 29: RUN MADTOWN**

TASTE OF MADISON

- May: Registration forms due for groups wishing to staff a beverage stand; stand types/locations and group shifts issued; requests begin
- June 6: Stand type/location and group shift requests due by 5:00pm
- June 13: Groups notified of stand type, group shifts; registration opens
- July 11: Safe alcohol certificate holder elected for each shift; MFI notified of decision; holder begins online certification course (if needed)
- July 18: Beverage stands must have 50% of volunteers PER SHIFT signed up online; **failure to meet this deadline may result in forfeiture of stand**
- August 1: Groups notified of assigned stand location; beverage stand groups must have 75% of volunteers PER SHIFT signed up online
- August 15: Online safe alcohol certification course must be completed
- August 17: Beverage stand shift leads and safe alcohol certificate holders **REQUIRED** to attend beverage stand orientation in August, date tbd. General volunteers invited to attend a virtual general volunteer orientation
- August 21: Any remaining volunteer spots in reserved shifts return to general sign-up
- **August, Date TBD – Mandatory Beverage Stand Training - Beverage stand shift leads and safe alcohol certificate holders REQUIRED to attend beverage stand orientation**
- Beverage stands must have 90% of volunteers PER SHIFT signed up online
- **September 3-4: TASTE OF MADISON**

MADISON MARATHON

- August: Group shifts, water station locations sent to group leaders;
- Sept 16: Group shift and water station location requests due by 5:00pm
- End of Sept: Water station locations assigned to groups, group shifts assigned; registration opens
- October 10: Water station groups must have 75% of volunteers signed up online
- October 21: Any remaining volunteer spots in reserved shifts return to general sign-up
- **November 1: Mandatory general volunteer virtual general volunteer orientation**
- **November 2: Mandatory beverage captain lead virtual orientation**
- **November 13: MADISON MARATHON**