



April 3, 2008

Charitable Gaming
Directive No. 2.01.02

Extreme Hardship Condition (Individual/Group Applicants)

BACKGROUND

Under Act 382 of the Public Acts of 1972, as amended, the commissioner may allow an individual or group of individuals to obtain a license to conduct a special bingo, millionaire party, or raffle for the purpose of raising funds to alleviate what the bureau defines as an extreme hardship condition.

QUALIFICATION

1. To qualify as an extreme hardship condition:
 - a. The proceeds generated from the special bingo, millionaire party, or raffle shall be used for one of the following:
 - Expenses from a severe illness or medical condition that are not covered in whole by an insurance policy.
 - Expenses from a sudden catastrophic event, such as fire or storm, that leaves an individual or family without the basic necessities of life.
 - b. The applicant and recipient(s) must reside in Michigan.

TERMS AND CONDITIONS

2. All individuals applying for a license due to an extreme hardship shall agree to the following conditions:
 - a. That the entire proceeds of the event, less the actual reasonable expenses of conducting the event, are donated or used for the stated purpose.
 - b. That game records, all documents supporting entries made in the records, and receipts for all payments made for the purpose stated in 3(c) of this directive shall be kept for at least the current calendar year plus three years.
 - c. That none of the individuals connected with the conduct of the event are compensated in any manner for his or her participation.
 - d. That the applicant complies with all other provisions of the act and the rules promulgated under the act.
 - e. That the licensed gaming event is conducted at a public location in compliance with the act, the charitable gaming rules, directives of the bureau, public policy of the state of Michigan, and all other local, state, and federal laws and regulations.
 - f. That an authorized representative of the bureau may inspect the event and/or review all items listed in 2(b) of this directive.

APPLICATION DOCUMENTATION

3. The applicant shall submit the following:
 - a. An application, license fee, and appropriate attachments required by the special bingo, millionaire party, or raffle license application. When completing the application, use this guideline for the following sections on the first page:
 - Organization Name: enter "Benefit for (recipient's name)".
 - Organization ID: leave blank if applying for the first time, if not, enter the six digit ID number provided in the qualification letter.
 - Organization Address: enter the address of the person in charge of the gaming event.
 - Principal Officer section: enter the name, home address, telephone number, and signature of the person(s) in charge of the gaming event, no title is required.
 - b. For **each** person who has the responsibility as chairperson(s), record keeper(s), for depositing funds, or for the management of the licensed gaming event, a legible photocopy of their driver/operator, chauffeur, commercial, or moped license issued by the State of Michigan or their Michigan Identification Card.
 - c. A written statement detailing the extreme hardship condition and the intended use of the proceeds.
 - d. Documentation supporting the claim of extreme hardship which shall consist of the following:
 - For a severe illness or medical condition, documentation from the patient's insurance company, doctor, hospital, or other appropriate source indicating that the medical cost will not be fully covered.
 - For sudden catastrophic events, documentation, such as a police report, from the police or fire department confirming the loss or damage to property or possessions.
 - e. Proof that a new bank account in a financial institution in the state of Michigan has been opened in the name of the applicant or recipient(s).

REPORTING REQUIREMENTS

4. By the 10th day of the month following the event, the applicant shall submit to the bureau:
 - a. The completed financial statement.
 - b. Proof that the proceeds of the event have been deposited into the account established in 3(e) of this directive.

Signed copy available upon request

M. Scott Bowen, Lottery Commissioner

Date