



NORTH BEACH DRAGON BOAT TEAM CAPTAIN'S HANDBOOK 2026



2026 NORTH BEACH DRAGON BOAT FESTIVAL | JUNE 13



15 YEARS OF ROWING TO END HUNGER

On behalf of Community Harvest Network, we are thrilled you are joining us to race against hunger in Southern Maryland. In 2024, we facilitated the distribution of 1.6 MILLION pounds of food to feeding partners throughout the region. This is only made possible by incredible partners like you.

This event brings the whole community together for fun, competition, and friendship - for one cause: making a difference right where we live.

In this handbook, you'll find information on our Dragon Boat Festival, as well as tips on how to be successful in reaching your team's goals of fundraising and racing out on the water. The Community Harvest Network team is here to help every step of the way.

ABOUT US

Founded in 2009 as End Hunger In Calvert County. In 2026, we now operate as Community Harvest Network to reflect our impact across Southern Maryland.



End Hunger Food Bank

The End Hunger Food Bank is a redistribution organization for the Maryland Food Bank, ensuring that a consistent food supply remains in the Southern Maryland region.



The Culinary Program

The Culinary Program of End Hunger provides hands-on vocational training, life skills development, and community engagement to empower our students for independent futures.

QUESTIONS?

Lena Martin, Operations Manager
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WHAT TO EXPECT

The North Beach Dragon Boat Festival is our biggest fundraising event of the year! Help us reach our goal of raising \$60,000 that will go towards supporting our Food Bank and the Culinary Program.

EVENT DETAILS

Date: June 13, 2026

Location: North Beach, MD Boardwalk

Time: 8AM - 2PM

PRACTICE WEEK

The week leading up to Race Day, your team will have the opportunity to practice together out on the water. It's also a great last fundraising push opportunity!

RACING DIVISIONS

Each team will race in Heat 1 and Heat 2. Your fastest time between those two is what qualifies you for the finals.

The best 6 times of the day will race head-to-head in the finals for 1st-6th place.

There will also be Industry Cup races with more chances to race for a trophy!

TEAM ROSTER

Teams are composed of 16 paddlers and 1 drummer. It is suggested that you have at least 2 alternates just in case!

All participants work together (with a professional oarsman) to race to the finish line.

TEAM ALLEY

Your team will get a space on Bay Avenue to set up a 10x10 tent and decorate based on your team's theme!

Your team will need to provide the tent and decorations. We will provide a team shirt with the color of your choice.

SUPERLATIVE AWARDS

#GiveWhereYouLive Champion: goes to the team who fundraises the most.

Best Decorated Tent: to the team voted to have the best decorated tent.

Decked Out Drummer: To the team voted to have the most decked-out drummer.

TEAM CAPTAIN CHECKLIST



We want to help you succeed as a Team Captain! We have created the following checklist to help guide you to Race Day in the hopes that it is a fun day for you and for your team!



REGISTER

Visit communityharvestnetwork.org/dragonboat to register your team. Teams need to submit a \$500 deposit by May 1 in order to participate. A minimum of \$1500 per team is required to participate by race day.



TEAM PAGE

Once you are registered, you can customize your team's page, including team name, profile picture, and why this cause is important to your team.



RECRUIT PADDLERS

Your team must have a minimum of 16 paddlers and 1 drummer. We suggest having at least 1-2 alternates. Paddlers must be 16 years and older by race day.



TEAM THEME

Come up with a team theme or recruit a co-captain to help you! Decorate your tent to win Best Decorated Tent on Race Day! Team set up can begin as early as 6:00AM on race day.

CHECKLIST CONTINUED

TEAM DEPOSIT

Secure your team's \$500 deposit by May 15. This deposit is non-refundable. It allows you to secure your team t-shirt color, practice night, and tent location. Additional fundraising tips are on page 7.

COORDINATE FOOD

Teams are encouraged to bring snacks and beverages for their team participants! Think of this as a great opportunity to build camaraderie with your team. (Another great opportunity for a co-captain!)

CAPTAINS MEETING

Team Captains are required to attend a Team Captain's Meeting to hear the run-down and rules for race day. If you are unable to attend, a team member who is paddling should go in your place.

PRACTICE NIGHTS

Securing your team's deposit will also allow you to select your team's practice team/time. Practice times are in 1-hour increments. All practicing paddlers must have a signed waiver to get on the boat.

DAY OF LOGISTICS

We will provide you with your team's rosters so that you are able to communicate with your team. When you check-in on Race Day you'll receive your team's wristbands and t-shirts to distribute to your team.

CLEAN UP

Please pick up all trash, take down all decorations, and team tents before you leave. This is a great way to thank North Beach for hosting our festival!

NOTE: The event will be held rain or shine. In the event of thunder and lightning, the race will be delayed until it is safe to resume activities. Unfortunately, no refunds will be given as the goal of this event is to raise fund for Community Harvest Network.

COMMUNICATION FLOW

PRE-EVENT

- Encourage your team with weekly fundraising challenges.
- Ensure all participants are 16 years and older.
- Communicate all pertinent race information and event day rules to team members.
- Email/text/call team members to answer questions or check on their fundraising

DURING EVENT

- Communicate with your team on race day (creating a group chat works well)
- Let you team know who will paddling, what time you will be racing, and any other group activities you have planned.
- Encourage your team to be prepared to stay for the entire festival.
- You'll also have the opportunity for a group photo as well!

POST EVENT

- Thank everyone that made donations to your team!
- Ask for team members to join you next year!

FUNDRAISING TIPS

TIP #1

- Set your goals before you start fundraising. What's a goal that is slightly out of your comfort zone? You'd be surprised at the support you'll receive!

TIP #2

- Share your why. Why does this cause and organization mean so much to you?

TIP #3

- Identify potential supporters - friends, family, neighbors, co-workers, vendors, teachers, doctors, etc.

TIP #4

- Choose a fundraising avenue that works for you. Social media like Facebook, Instagram, LinkedIn is a great option. Other ideas could include a fundraising letter or email.

TIP #5

- Get Creative! Hold a bake sale or car wash. Host a dance contest. Host a party at a local restaurant. Don't forget to tag us so we can share your events/posts on social media!

SOCIAL POST TEMPLATES

I am racing to end hunger this June at the North Beach Dragon Boat Festival! Help my team reach our fundraising goal to support families in Southern Maryland and win the #GiveWhereYouLive Award.

You can donate by going to <insert team page link>. Thank you for supporting our team and our community! #RacetoEndHunger #NorthBeachDragonBoatFestival #GiveWhereYouLive

Will you support my team as we race to End Hunger in Southern Maryland?

On June 13, I will be rowing with team [Name of Organization/Company] in the North Beach Dragon Boat Festival, as a fundraiser for Community Harvest Network. You can donate by going to <insert team page link>. THANK YOU!

#RacetoEndHunger #NorthBeachDragonBoatFestival #GiveWhereYouLive

On June 13, I will be rowing with team [Name of Organization/Company] in the North Beach Dragon Boat Festival, as a fundraiser for Community Harvest Network. I am still short of my goal, and I need your help! You can donate by going to <insert team page link>.

Thank you for your generosity!

#RacetoEndHunger #NorthBeachDragonBoatFestival #GiveWhereYouLive



EMAIL LETTER TEMPLATE

Dear <First Name>,

I hope this email finds you well! This year I am participating in the North Beach Dragon Boat Festival to End Hunger on June 13, 2026. The mission of this race is to raise money to end hunger in Southern Maryland.

Since the first North Beach Dragon Boat Festival 15 years ago, this festival has been a force for raising awareness and funds for food insecurity in our community. The funds raised go towards supporting the programs of Community Harvest Network. The End Hunger Food Bank facilitates the redistribution of 1.6 million pounds of food annually to over 50 feeding programs across Southern Maryland. The Culinary Program provides workforce development training to individuals with learning differences.

I would also like to share with you the reason why I paddle to end hunger. <Insert Personal Reason for participating>. You can find out more information at communityharvestnetwork.org/impact.

Please consider donating to my team and the cause that is so important to me. You can donate by clicking on the link below. Your generosity will make a big difference for families and community partners in Southern Maryland.

<Insert team page link>

Thank you for your generosity! Together, we can make a difference in Southern Maryland.

Thank you,

Name

TEAM & RACE RULES

TEAM RULES

- All team members are required to follow the safety rules provided by the End Hunger Festival Committee and 22Dragons' staff.
- Each team must complete a roster of up to 19 participants // 16 paddlers, one drummer and two optional substitutes.
- Paddler Registrations need to be submitted by May 15, 2026. Paddlers who register after that date will have sizes estimated for them by the Team Captain or End Hunger In Calvert County.
- Each team member must be a minimum age of 16 years old on race day.
- Each team must have a minimum of four female paddlers.
- Each team member is required to sign a waiver before practicing and competing on race day.
- Each team must have at least one participating member from their team attend a Team
- In order to step onto a dragon boat, each team member must be wearing a festival wristband.
 - Wristbands will be issued on the day of the festival when you check-in your team.

Captain Meeting held at EH Main Office

When: Wednesday, May 27, 2026 at 6:00 PM

Address: 6045 Solomons Island Road, Huntingtown MD 20639

RACE RULES

- Participants must obey race officials and steerspersons at all times, whether on land or water.
- Failure to observe safety directions will result in a time penalty or disqualification.
- Teams must use all equipment provided by 22Dragons. If a team member fails to wear a life jacket while on the water, the team will be disqualified.
- Teams must report to the marshalling area 30 minutes before their race. The End Hunger Dragon Boat Festival will not pause the event to accommodate any late teams.
- 22Dragons and the End Hunger Festival Committee have the discretion to penalize teams for disruptive behavior and language.
- Teams are responsible to pay for any equipment damaged by negligent behavior; tipping the boat, throwing the paddle, etc.
- **Team members are prohibited from consuming alcohol and using illegal drugs prior to and during the festival. Alcohol and drug use prior to and during races is prohibited and will result in disqualification.**
- In the event of thunderstorms, high winds, lightning, etc., the Race Director may order teams off the water. Only when conditions are deemed "unsafe and hazardous" to participants will racing be postponed or suspended.
- Modifications – The End Hunger Festival Committee and 22Dragons reserve the right to modify the rules to ensure the success of the event. Team Captains will be advised of any modifications and will be responsible to inform their team of any changes.

AWARDS & RACE TIMING

FINALS CATEGORIES

- Grand Champion - 1st place
- 2nd place
- 3rd place
- Finalists - 4th, 5th, & 6th place
- **NOTE:** Medals are awarded to all teams who place in these categories. The Grand Champion will have their team name and Team Captain's name printed on a rotating trophy.

TEAM FESTIVAL AWARDS

- **#givewhereyoulive** Champion - to the team that raises the most money for End Hunger In Calvert County. Money can be turned in towards this award until the finalist races begin.
- Best Decorated Tent Champion - to the team voted to have the best decorated tent. Votes are cast by paddlers and those attending the festival at the Merchandise Tent.
- The Decked Out Drummer Champion - to the team voted to have the most decked-out drummer. Votes are cast by paddlers and those attending the festival at the Merchandise Tent.
- Industry Cup Challenge - to the first place finisher in each head-to-head challenge category. A minimum of two teams are needed to create a division cup race.
 - Examples - Mayor's Cup, Teacher's Cup, Fitness Cup, Dealership Cup, etc.

HOW DOES THE TIMING WORK?

Follow us on this one . . . every team will race in Heat 1 and Heat 2. Your fastest time between those two heats is what qualifies you for the finals.

The best 6 times of the day will then race head-to-head in the finals, but only for the place they qualified for. That means the 5th and 6th best times of the day will race for 5th and 6th place only, the 3rd and 4th best times of the day will race for 3rd and 4th place, and the 1st and 2nd best times of the day will race for 1st and 2nd place.

Technically speaking, the 6th place team could have a better time than the 1st place team in the finals, and the 1st place team is STILL the grand champion. You only race for the place your Heat 1 or Heat 2 time qualify you for.

In summary - Heat 1 & Heat 2 are all about time. The finals are head-to-head winner takes all!

TEAM CAPTAIN CHECKLIST

- CONFIRM YOUR PRACTICE NIGHT, TEAM T-SHIRT COLOR & TENT LOCATION
 - Once you submit the Google form, we will contact you to confirm your practice night date and time, your team t-shirt color, and tentative tent location.
 - **Practice Nights:** Wednesday, June 10 - Thursday, June 11 from 6:00PM - 8:00PM
 - Navigate to 4118 3rd St, North Beach, MD 20714
 - Practice times are in 1-hour increments.
 - Teams must have at least 8 paddlers in the boat in order to practice.
 - Please arrive 30 minutes prior to your practice start time. Arriving late will cut into your practice time.
 - All practicing paddlers must have a signed waiver before getting into a boat.
 - Consider having a team dinner after your practice to talk about what you learned and to develop a team strategy for race day.
 - **Team T-Shirt Color**
 - Colors are assigned on a first come, first served basis.
 - T-shirts will be distributed on the day of the festival at Team Check-In.
 - We encourage creativity that builds team unity! (War paint, headbands, etc.)
 - **Tent Location**
 - Tent locations are assigned on a first come, first served basis.
 - We will do our best to put your team tent in the desired area, but this is subject to change based on the festival layout.
 - Every team is required to bring and set-up a pop-up tent to be your team's home base. The maximum tent size allowed is 10X10.
 - Teams are only allowed to set-up in their designated and assigned location.
 - Tent set-up and decorating starts at 6:00AM on Saturday, June 13, 2026 and must be dismantled immediately after the Awards Ceremony.
- SELECT & PREPARE WHICH AWARDS YOUR TEAM WILL COMPETE FOR
 - **#givewhereyoulive** Champion - this award goes to the team that raises the most money for End Hunger In Calvert County. Money can be turned in towards this award until finalist races begin.
 - Best Decorated Tent Champion - to the team voted to have the best decorated tent. Votes are cast by paddlers and those attending the festival at the Merchandise Tent.
 - The Decked Out Drummer Champion - to the team voted to have the most decked-out drummer. Votes are cast by paddlers and those attending the festival through the Merchandise Tent.
 - Industry Cup Challenge - to the first place finisher in each head-to-head challenge category. A minimum of two teams are needed to create a division cup race.
 - Examples - Mayor's Cup, Teacher's Cup, Fitness Cup, Dealership Cup, etc.
- MANAGE COMMUNICATIONS
 - Be sure to send them the Team Member Information Sheet (page 15).
 - Encourage family, friends, and co-workers to join the fun on race day!

TEAM CAPTAIN CHECKLIST

PAY REMAINING \$1,000 OF REGISTRATION BALANCE (PER BOAT)

- Final payments toward your \$1,500 registration fee are due no later than June 1.
- All payments should be made via your team's fundraising link on the Qgiv platform.
 - *(Registration fees are tax deductible to the amount permitted by law)*

ATTEND THE TEAM CAPTAIN MEETING - MANDATORY

- All Team Captains must attend a Team Captain Meeting. If the Team Captain is unable to attend either meeting, a team member who is paddling should go in their place. No exceptions!
 - **When:** Wednesday, May 27, 2026 at 6:00PM
 - **Address:** 6045 Solomons Island Road, Huntingtown MD 20639

COORDINATE LOGISTICS

- It will be a full day in North Beach - teams are welcome to bring food and beverages.
 - Alcohol is not permitted.
- Vendors will be selling food onsite. We encourage you to buy directly from them.
- When you check in on festival day, you will receive your wristbands and team t-shirts to distribute to your team.
- On race day, there will be a Team Captain meeting following the Opening Ceremony at 8:15AM. This is when we will announce race schedule and any festival updates.

OPENING CEREMONY

- Join us for the Opening Ceremony on Saturday, June 13 at 8:00AM to kick off the festival at the stage.
- If you had a champion trophy from 2025, a team member from the 2025 winning team is required to participate and hand over the trophy - officially clearing the scores and signaling that the races are ready to begin!

CLEAN UP

- Pick up all trash, take down all decorations and team tents before you leave. Cleaning up thoroughly is another way to thank North Beach for hosting the festival!

NOTE: The event will be held rain or shine. In the event of thunder and lightning, the race will be delayed until it is safe to resume activities. Unfortunately, no refunds will be given as the goal of this event is to raise funds for End Hunger In Calvert County (Community Harvest Network).

DRAGON BOAT FAQ

WHAT IS DRAGON BOATING?

Dragon boating is today's fastest-growing international team water sport. The End Hunger Dragon Boat Festival will feature boats of 16 paddlers and one drummer in a competition to paddle across the finish line with the fastest time.

WHAT IS THE PURPOSE OF THE END HUNGER DRAGON BOAT FESTIVAL

- To bring awareness to the reality of hunger in our local community.
- To feed and support hungry families by raising money for End Hunger In Calvert County.
- To have fun, build community and strengthen team unity.

WHAT IF MY TEAM HAS NO EXPERIENCE IN DRAGON BOATING?

Don't worry! Each team will be provided with a qualified steersperson from 22Dragons who will give instruction and steer the boat. We encourage every team and paddler to take full advantage of their scheduled practice time.

HOW ARE THE RACES TIMED?

It's all about time! Each team will race at least twice. The best 6 times of the day will race for a third time in a head-to-head challenge for the place they qualified for.

WHEN WILL TEAMS FIND OUT THE RACE SCHEDULE?

The race schedule will be announced the morning of the event during a Team Captain meeting. It is important to arrive by 8:00AM. Official times will be announced and results will be posted on the scoreboard throughout the day as races are completed.

WHAT CAN I DO TO PREPARE FOR RACE DAY?

Follow your Team Captain's instructions and be on time for your team's scheduled practice.

HOW LONG IS THE RACE COURSE?

The length of the race course is 200 meters and each race lasts between one – two minutes depending on the speed and rhythm of the team.

HOW BIG IS A DRAGON BOAT?

A dragon boat is 40 feet long and 4 feet at its widest point. There will be eight rows of two team members who sit side by side. Row assignments for each boat will be made during the team practice.

TEAM MEMBER INFORMATION

ARRIVAL & DEPARTURE

Team members should arrive at their team tent location by 8:00AM on Saturday, June 13th to check in with your Team Captain to get your t-shirt and wristband. (**IMPORTANT:** Wristbands **must** be worn tightly for the duration of the festival. This wristband signifies to festival staff that your waiver is completed and grants you access onto the beach and into the boat area. Those without a wristband will not be permitted in this area). Please be prepared to stay through the end of the awards ceremony, approximately 2:00PM.

PARKING

All team members will park in the designated parking lots in North Beach. If you need to drop items at your team tent, you can do so during the hours of 6:00AM - 7:00AM. There will be volunteers there in the morning to help you get items out of your car and moved safely.

WHAT EQUIPMENT IS PROVIDED

The End Hunger Dragon Boat Festival provides all the equipment needed to participate including the boat, paddles and life jackets. All food will be provided on site. A first aid station and medic unit will be on site at all times.

WHAT TO BRING

Come prepared to have fun! You may get wet and sandy, so dress accordingly! It is recommended not to wear jewelry as it may get in the way or lost while paddling. Wear shoes that you're willing to get wet or you may choose to race barefoot. Encourage your family and friends to enjoy the day at the Rod & Reel Resort as they watch you compete!

OPTIONAL ITEMS

Prepare for a full day of fun and for the weather! Consider bringing: sunscreen, bug spray, sunglasses, chairs, blankets, dry clothes, towel, hat, water, snacks, money for food, team uniform/costumes and rain ponchos. There will be down time in between the races so feel free to bring games, frisbees, footballs, etc.

FAMILY ACTIVITIES

FREE Family activities will be scattered throughout the festival, including face painting and more! If your children require supervision while you are paddling, please make your own childcare arrangements. Children must be accompanied by an adult or guardian while participating in any activities.