



## Fundraising Policy

### Policy

#### 1.0 Objective

To provide direction for fundraising activities and administering the funds in accordance with this policy

#### 2.0 Definition

Fundraising: A local club activity that is a collaborative effort among parents, athletes, coaches and/or Board Members to raise funds to enhance the athletic experience. Fundraising activities may include sponsorship and donations.

#### 3.0 Policy

- 3.1 All fundraising activities shall be approved by the Board of Directors prior to any team embarking on such event. The Board will consider the athlete safety, the appropriateness of the activity in relation to the mission and values of the club as well as community standards of good taste. This includes any fundraising event conducted in a public forum. Examples include: door-to-door canvassing, raffles and sales.
- 3.2 Fundraising activities shall not include events that may tarnish the reputation of the club (e.g. events involving alcohol)
- 3.3 Team representatives participating in fundraising events shall act in a professional and respectful manner and should wear or have visible the Elevate Volleyball Club logo.
- 3.4 Fundraising opportunities must have a likelihood of profitability
- 3.5 All funds raised must be submitted to and accounted by Elevate Volleyball Club Director of Finance
- 3.6 All funds raised must be used in the same season and for the team that raised the funds. Any unused funds will be deposited into the Elevate Volleyball Club general account for use on overall club expenses.

#### 4.0 Procedure

- 4.1 Head Coach must complete the Fundraising Idea Form (FIF) in Appendix A.
- 4.2 Submit form to Club Director.
- 4.3 Club Director will review fundraising idea with Board of Directors
- 4.4 Club Director will notify Head Coach of approval status within 10 days.



Appendix A

Fundraising Idea Form (FIF)

Date:

Name of Head Coach:

Age Group of Team:      13      14      15      16      17      18

Description of Fundraising Idea:

Do you have parent support?

What will the funds be used for?

How will the Team benefit from the fundraising?

Estimated Profit from Fundraising Idea:

**Note:** Given that Elevate Volleyball Club is a Not for Profit Society, please ensure all funds collected are provided to the Director of Finance for accounting purposes. Monies will be deposited into the Elevate Club Accounts and dispersed to the team accordingly.