



# FUNDRAISING POLICY

Updated: November 25<sup>th</sup>, 2023

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## DEFINITIONS

The following terms have these meanings in this Policy:

- a) "Days" – Days irrespective of weekend and holidays.
- b) "Members" – All individuals employed by, or engaged in activities with, NSVC including, but not limited to, athletes, coaches, coordinators, judges, officials, volunteers, managers, administrators, committee members, Parents, directors, and officers of NSVC.
- c) "Parent" means the parent(s) or legal guardian(s) of the Athlete.
- d) "NSVC" – means Northern Summit Volleyball Club.

## PURPOSE

All teams may raise funds for their respective team. It is recognized that the funds raised are to be used for the betterment of the entire team. When raising funds, Members are also representing NSVC and must project a positive image of NSVC, therefore, fundraising activities must adhere to the guidelines outlined in this Fundraising Policy. Reminder that teams belong to NSVC, not the parents or coaches.

## GUIDELINES FOR FUNDRAISING ACTIVITIES:

1. All fundraising activities must be approved by NSVC Fundraising Committee before taking place.
2. The activity must be to raise funds that meet the permitted expenditures as stated later in this policy.
3. All fundraising activities must be discussed at a team parent meeting (This may be via email or through virtual means) and approved by the majority, which includes coaches' support.
4. Any fundraising activity that targets the wider Membership may require a percentage back to NSVC or any monies raised over and above an agreed target amount will go to NSVC.
5. Any use of the NSVC logo/name must be approved in advance.
6. Issues of liability or insurance approvals must also be considered (e.g., a BBQ) especially where sign-off is required by a representative of NSVC as only the board of directors can sign off agreements/orders on behalf of NSVC.
7. Fundraising events/options must not conflict with other NSVC sponsorships or fundraising activities.
8. If the fundraising activity is to be extended/offered to other teams to maximize the impact, the name and contact are to be added to the Fundraising Form.
9. Fundraising activities cannot be conducted at NSVC events/activities/games etc. without prior NSVC approval.
10. All excess funds at the end of the season must be forwarded back to NSVC. If funds are raised and not spent on approved expenditures (i.e. funds are raised for a tournament, but the team does not go, or expenditures do not amount to the funds raised), then 100% of the remaining funds are to be donated back to NSVC.



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11. A simple accounting of funds raised, and expenditures paid for the fundraising event will be required to be produced to team parents and NSVC no later than seven days following the end of the fundraising event using the Fundraising Form.
12. Merchandise sales are not an approved fundraising activity. All merchandise sales are done by NSVC exclusively.

## FAILURE TO COMPLY OR ADHERE TO CLUB POLICY

If any team is deemed by NSVC to have failed to comply with the above guidelines, the following may apply:

1. Possible removal of practice time.
2. Possible removal of the Coach or persons (either from the team or club) or suspension.
3. Possible forfeiture of the funds raised.
4. Any other punishment NSVC deems necessary.

NSVC, at its discretion, will decide on a case-by-case basis if any team has failed to comply with the policy, and what, if any, action needs to be taken against the offending team or party.

## APPROVAL PROCESS:

1. Team meeting for majority approval, including coaches' support.
2. Complete the Fundraising Form **7 days** before the activity.
3. Email form to: [northernsummitvolleyball@gmail.com](mailto:northernsummitvolleyball@gmail.com)
4. Once submitted, the NSVC Fundraising Committee will review each application within 3 days and will return the form as approved or provide rationale on why the fundraising activity was not approved.

## PERMITTED EXPENDITURES:

1. Tournament registration fees.
2. Hotel expenses for registered roster players and registered coaches.
3. Team meals for registered roster players and registered team coaches.

*Teams wishing to raise funds for anything not listed must receive permission from NSVC.*

## PROHIBITED ACTIVITIES:

1. Teams are not permitted to raise funds through raffles, bingo, gambling or other games of chance without appropriate permissions and permits.
2. Breweries, wineries, distilleries, or tobacco companies shall not sponsor any individual team or promote their products to underage athletes.
3. Establishments that have adult entertainment as their primary business are not to sponsor any team.
4. Alcoholic beverages are not permitted as prizes.

5. Monies raised through fundraising cannot be dispersed or used to benefit team parents (except parent-coach team accommodations/team meals and or approved parent costs approved by the majority of the team).