

BAHA's Team Budget and Fundraising Policy

TEAM BUDGETS

Each individual team shall establish a budget and be responsible for levying fees to team members, sufficient to pay for the team's operations for the entire season. Once prepared the budget must be approved by a 90% (silent or anonymous) vote of the parents. One parent from each player shall be entitled to vote on the budget.

Any amendments to the budget over the course of the season will require a new vote and must be approved by a 90% (silent or anonymous) vote of the parents. In regard to cash calls or contributions from parents, the team can only require parents to contribute 2/3rds of the budget amount, to a maximum of the amounts below, unless approved by unanimous vote to do no fundraising, then the cash call may be for 100% of the team budget. The balance must be obtained by fundraising or team sponsorship. All cash calls from parents must be paid in full before December 1st of the current season, unless approved by the Team Staff on case by case basis.

U7 - \$200.00, U9 - \$300.00, U11 - \$400.00, U13 - \$400.00, U15 - \$400.00, U18 - \$400.00.

Any concerns with a team budget or with the process by which a budget was approved should be directed to the VP Admin of BAHA. For the protection of Coaches and team officials, no expenses are to be paid without a receipt or, in the absence of a receipt, a written authorization from the Team Manager and a second team staff member. Following completion of the season refunds of credit balances held in individual team accounts shall not be distributed until all revenue has been collected and expenses paid. If there is an excess of funds after all team expenses have been paid, parents may be refunded to a maximum amount equivalent to the actual cash contributions provided by parents to the team over the course of the season. No team is allowed to refund a parent more than what was contributed "out of pocket" or for any fundraising amounts raised by parents over the course of the season. All excess team funds following refund of parent contributions shall be provided to the Association to be applied to the BAHA Financial Assistance Program. No parent or family can provide goods or services to the team and/or players where the parent, relatives of the family, or their place of business profits from the sale of goods or services without divulging such conflict to the team. In such case the parents on the team must approve the use of such conflicted parent by 90% vote (excluding the conflicted parent) and must obtain the applicable divisional directors' approval.

FUNDRAISING

General Regulations for Team Fundraising:

1. The only contributions to a team's budget which are not considered as fundraising are contributions made by parents. Fundraising must be conducted in such a manner and at such a time as to cover actual expenses, or anticipated expenses only. In no case shall any member or team be permitted to engage in fundraising where it is not anticipated those funds will be used to cover team expenses as set forth in an approved budget. Any member of the Association who violates this Policy is liable to suspension or other sanction by the Association for a violation of the provisions hereof.
2. All fundraising must follow Hockey Alberta's or Hockey Canada's guidelines as may be established from time to time.
3. All fundraising activities shall be approved by the Association prior to the date of such fundraiser.
4. No team raffle licenses will be provided for fundraising until after the BAHA Association Wide Raffle has closed for that season.
5. It is the responsibility of the team to comply with all requirements, licenses and approvals as dictated by the Alberta Gaming Commission and Strathcona County.



6. For clarity NO TEAM shall use the Association's Alberta Gaming Commission license number for any team fundraising activities without going through the VP Admin for BAHA.

TEAM FUNDRAISING

Sources Soliciting Funds from Businesses (Sponsorships)

1. In regard to fundraising, teams shall not approach any existing BAHA Sponsors for fundraising or sponsorship at any time. "Fundraising" includes any fundraising recognized as being a team effort to obtain funding including such activities as bottle drives, silent auctions, raffles, product sales, concession attendance or team sponsorship.
2. If any team encounters a business which expresses concern over the number of times that they have been approached to provide funds to the Association or a team of the Association, they shall advise the Association. The Association will then in turn request that teams refrain from approaching this business.

GENERAL GUIDELINES

1. Community fundraising activities may include product sales like chocolates, raffles, bottle drives, flyer delivery, social funds and other activities which do not involve solicitation of businesses.
2. No team shall be involved in a fundraiser which involves the direct sale or consumption of alcohol, tobacco products, marijuana or other substances not approved by the Association unless approval has been provided by the Association in writing and in accordance with any AGLC rules and regulations.
3. Any fundraiser proposal submitted that involves selling products from a source outside our community will need to include a cost comparison from our local suppliers to justify the choice to go outside our community. This does not mean that the proposal will or will not be approved. The Association wishes to support the local business community as that community supports our program.

SPECIFIC FUNDRAISING GUIDELINES

Alcohol Based Gift Baskets

The raffle of gift baskets that contain sealed alcohol beverages is allowed provided the tickets for such basket are only sold by adults (no minors), at the time of the winning the basket the alcohol cannot be consumed immediately at the location where the basket is presented and the raffle of such basket is not advertised as a "liquor raffle", "booze basket" or similar term.

Auction Night

The Association may authorize teams to conduct an auction night/pub night upon the following terms and conditions:

1. The event is not advertised with any alcohol specials or alcohol brands and is not advertised as a "pub night", "bar night" or any other similar term.
2. All alcohol sales and service are conducted by the staff of the location of the event and no member of the Association is involved in the serving of alcohol.

Tournaments

The Association may authorize teams to conduct a fundraiser hockey tournament upon the following terms and conditions:

1. The tournament must not conflict in any way with any Association tournament that is planned.
2. The tournament must be a sanctioned Hockey Alberta tournament through the Association.
3. The team will carry the full risk of profit or loss from such tournament and shall be responsible for obtaining all ice and referees for such tournament.



4. The tournament does not conflict in any way with any Association ice times where it would reduce the number of practices or games provided for the rest of the Association.
5. A representative from the Association holds the right to sit on the tournament committee for such tournaments.
6. All BAHA teams of equivalent level as the host team of the tournament shall be offered a spot in the tournament.
7. The team obtains additional insurance as may be required above and beyond the coverage from Hockey Alberta as a sanctioned tournament.
8. The Association receives the amount of \$500.00 from the team for its support of such a tournament.

