



BGFC Fundraising Policy

POLICY STATEMENT:

The BGFC supports raising funds through team fundraising opportunities and suggests each team or participant consider it's own activities. This p[olicy is in place to help the Organization and it's teams or participants to make correct and informed decisions regarding fundraising. This is to ensure the team or participant's goals, profitability, effectiveness are reflective of the Organization's guidelines and goals.

Fundraising Principles:

The BGFC and it's team shall consider the following when considering a fundraising opportunity:

1-Profitability; the result of the fundraising activity is expected to exceed the time and effort put into the implementation.

2-Feasibility; if the activity to be executed can be monitored and controlled

3-Cost Effectiveness; all direct costs shall be factored into the expenses of the fundraiser

4-Jurisdiction; the team or participant to receive the funding is clearly identified in the event.

5-Receipts; the activity must respect all federal and provincial/territorial laws and regulations governing fundraising and issuance of tax receipts

Fairness; fundraising must be done fairly and provide an equal opportunity for all team members to raise money.

Procedure:

All teams or participants must complete application and submit to the club for approval priori to communicating to any members and or teams. Approvals will be processed as received within 5 business days. Any rejected applications can be re-submitted if rejected within 10 days of written notice of rejection.

Solicitations:

All communication to possible donors must be approved by BGFC prior to issuance and conform to this policy. They must comply with all legal requirements and not conflict with the codes of conduct agreed to by coaches, parents and players at the start of the season. All funds shall be always tracked and monitored by BGFC personnel with a complete tracking of all include expenses and net results. All expenses must be approved by a member of BGFC staff or directors prior to payment and a signature must be obtained for such payments on all checks and transfers. If a bank account is set up for an individual team, then a member of BGFC shall be a second signature for each transaction. If AGLC license has been obtained for a particular fundraiser, then the final report must be completed by each team and signed off by BGFC staff or director.

Reports:

At the conclusion of the fundraising event a report must be sent to the BGFC directors for final review via email.

