



EIYSA FC – Team Fundraising Policy

EIYSA FC recognizes that parents and players will often undertake fundraising to support a variety of team requirements or activities. While fundraising in support of their team is a useful activity for parents and players to undertake, some simple policies are necessary to guide this process.

Guidelines

- 1)** Teams may NOT raise funds for individual game-day uniforms. Only the endorsed EIYSA FC game-day uniforms are permitted. Additional training gear that is over and above what is provided by EIYSA FC is permitted but must be first approved by EIYSA administration.
- 2)** Individual teams must submit to the EIYSA a complete budget at the start of each season including; expected expenses, planned fundraising activities and cash call.
 - a) This budget must also be shared and approved by the team (75% of the players families supporting the proposed budget), prior to submitting to the EIYSA for approval. Once approved the budget must be submitted to the EIYSA administration office within 30 days, for approval prior to commencing the season.
 - b) If budget changes are required during the season an updated budget must be submitted to the EIYSA after approval by the team.
- 3)** Each team must open up a Team Bank Account where two volunteers associated with the team who are over the age of 18 will be appointed and will share responsibility for record keeping, safekeeping and expenditure of funds. These two volunteers must be responsible for the funds, including establishment and maintenance of bank account.
 - a) This bank account must require two signatures and all the signatures named on the account must be from different households.
 - b) Regardless of the amount of funds collected via cash call, or fundraising, all funds received must be deposited into a 'Team Account'. No funds shall be kept in a personal account.
 - c) Financial records will need to be maintained for all team finances showing all transactions (debits/credits). These must be kept up to date and available to team members and the EIYSA administration at any time.

- 4) Team funds should be used based on consensus of the team members (players, parents and coaches). A team meeting at the beginning of the season to discuss the expectations of the team regarding tournaments, facility rentals, etc....should identify the expectations for funds required. If budgetary changes are required as the season progresses an additional team meeting shall be held.
- 5) Teams are NOT permitted to raise funds to attract or pay coaches with the exception that teams may use funds raised for small gifts to its coach(s) at the season end such as; restaurant gift certificates, soccer clothing, etc. The value of the gift shall be in keeping with the spirit of volunteerism.
- 6) Surplus funds at seasons end.
 - a) Only funds raised via cash call events are eligible for return to players/parents. In the event that a player leaves the team (voluntarily or through the team selection process), eligible funds will be divided by the number of players on the team and those players leaving will be returned the amount equivalent to one player.
 - b) If fundraising is done for an out of Country/Province tournament, and a player opts out of the tournament after fundraising is complete, the player is not entitled to any of the fundraising proceeds at the end of the season. All funds raised for a specific event, must be used for that event and funds that are not used for the specified event, will remain with the team.
 - c) Funds raised via other activities (grants, bingos, bottle drives, etc.) remain with the team. These funds are not eligible to be returned to players for any reason.
 - d) Team funds may remain open at the end of the season, upon approval of the EIYSA, providing a copy of the season's transaction records are provided.
 - i) A team fundraising agreement, must be signed by all members on the team, agreeing to the team budget and outline of the EIYSA's fundraising policy.
 - ii) If a team is not assembled in the same category (birth year) and tier the funds will revert back to the EIYSA.
- 7) Team fundraising activities shall be fully articulated by the team officials to the player families before they are undertaken, and:
 - a) Shall be designed to support all players equally.
 - b) Should not place an excessive burden on player families.
 - c) All funds raised by the Team shall be used to benefit the Team and not dispersed to players nor their families. If a player leaves the Club, is removed from the team, or fails to successfully make the team during assessments, any funds raised by that player shall remain in the team bank account.
- 8) Purposes of Fundraising – Teams may raise funds for any of the following reasons (Please note: the terms 'Team Travel' and 'Team Accommodation' refer to players and coaches only)
 - a) Team Travel transportation costs to and from competition and local transportation costs while at the competition.
 - b) Team Accommodation and meal costs during the period of competition, excluding liquor.
 - c) Payment of transportation fees.
 - d) Rental fees for a Facility for the teams sporting events.

- e) Approved EIYSA FC apparel or team gear.
- f) Exhibition Games – field and referee costs.
- 9) Forms of Fundraising
 - a) The following is a list of types of fundraising teams may consider. You DO NOT need license or AGLC approval for;
 - i) Silent auctions
 - ii) Live auctions
 - iii) Bottle Drives
 - iv) Donations
 - v) Free Giveaway Contests
 - vi) Car Washes
 - b) The following is a list of types of fundraising initiatives where a gaming license is required:
 - i) 50/50 Draw
 - ii) Grey Cup/NHL/Sport Draft Pools
 - iii) Gift Basket Draw
 - iv) Wine Basket Draw (no liquor license required)
 - v) Table Draw
 - vi) Squares Board
 - c) Please read the Raffle Terms and Conditions in regards to the different types of raffles and detailed instructions on what is required for the particular raffle you are doing. All documentation and records as outlined must be completed.
https://aglc.ca/sites/aglc.ca/files/2021-07/21-07-13_Raffle_Terms_and_Conditions_1.pdf

EIYSA will not be held responsible for any dispute within the team in regard to team funds.