



Fastball St. Albert Association Team Fund Raising Policy

Statement of Principle:

The Association permits and encourages teams to fund raise to help cover any additional normal operating costs incurred over the course of a season. The fundraising may include additional team fees to the parents, hosting a tournament, bottle drives, raffles or donations.

Application of Policy:

- Teams should use common sense and discretion when soliciting donations keeping in mind that there is more than one team in our association requiring donations. The amount of the donations should be limited to the amount required to cover expenses.
- All funds remaining after normal operating expenses can be distributed in one (or both) of the following ways:
 1. Refunded to parents to a maximum of funds initially contributed to the team over the cost of the league registration.
 2. Refunded to the Association (for the association to use for the exclusive purpose of investment in league equipment for the next season).
- It is not the intent or purpose of FSA to have teams, players or parents profit from being a member of our association.
- Fundraising undertaken in off-season (after September) shall be considered monies raised for the following season.
- Teams must report all fund raising activity to the Fund Raising Coordinator prior to the season start. This will help to ensure that similar fund raising activities are not duplicated by other teams as well as ensure that all activities are in the spirit of the FSA Objectives.
- Teams must have pre-approval from the FSA board of all fund raising activities that require licensing (e.g. raffles).
- Teams must provide FSA with a financial statement detailing all income and expenses at the end of season.
- At the end of the season, all unused funds must be distributed as per this policy. Any and all bank accounts must have a zero balance.

Normal Operating Expenses:

For the purpose of this policy, "normal operating expenses" shall include, but not be restricted to the following:

- Meals and/or Accommodations,
- Travel to tournaments and games (gas money, van rentals, etc.),
- Clothing (track suits, jackets, hoodies, etc.),
- Individual equipment bags,
- Tournament Fees,
- Equipment (see note below).

Ownership of Purchased Equipment:

Any equipment that is purchased as a result of monies raised via fund raising or provided by FSA is the sole property of FSA and should be returned to FSA at the end of the season when the rest of the loaned



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equipment is returned. The only exception would be if the equipment is purchased with the intent to distributed it to every player equally.

Draft Team Budget Supplied to Parents at Parent Meeting:

The team must supply a draft budget for the upcoming season by the time that they hold their parent meeting. The reasoning is for the coach to work through their plans so that the level of the financial commitment can be communicated to the parents early in the season.

Year End Financial Statements:

The final version of the closing financial statements must be submitted to the league by Sept 1st at the absolute latest. The statements must show that the team account has been brought down to zero (all seed money returned to the league and unused funds returned to the parents as per this policy). The statements must include a list of all expenses (cheques) and income for the entire year as well as a bank statement(s) showing all activity on the team bank account(s) and a final balance of zero.