



LONDON RINGETTE ASSOCIATION

FUNDRAISING POLICY

The London Ringette Association (LRA) recognizes the need for teams to raise funds to assist in paying for tournaments, team apparel, additional ice and approved team expenditures. The London Ringette fundraising policy aims to improve the transparency between the team, the players/parents and the Board of Directors in regards to team finances.

**** UPDATED ** Fundraising Policy**

**** NEW **** ALL competitive teams (Open teams excluded) with the LRA have a MANDATORY one-time fee of \$750 that will allow them unlimited fundraising (cannot exceed your budget) with no fundraising fee or additional payments to LRA.

Team Budget

****NEW **** Each team (Open teams excluded) is required to complete and submit the *London Ringette Team Budget* form provided to them at the annual coaches meeting at the beginning of the season. Provincial team budgets must be submitted to the Provincial Convener by September 15th (excluding Open 'A'). Regional budgets must be submitted to the Regional Convener by December 1st. These documents will also be disseminated to players/parents.

Bank statements, receipts and a final completed *London Ringette Team Budget* submission are due at the end of the season. These documents are to be submitted to the respective Provincial or Regional Convener. These documents will also be disseminated to players/parents.

Fundraising dollars received from sponsors cannot be given back to players, only the parent fees can be returned to players.

The London Ringette Board of Directors reserves the right to audit a team's budget, bank statements and expenses at any point during or after a season.

Fundraising Events

Each team is welcome and encouraged to undertake fundraising efforts to assist in offsetting the additional costs attributed with the ringette season.

All fundraising activities MUST receive prior approval by the Director of Fundraising by submitting the *Fundraising Approval form*. This form must be completed and submitted to the Director of Fundraising at least fifteen (15) days before the start of the activity. All monetary transactions related to the activity are to be documented and submitted to the Director of Fundraising along with a full written account of the fundraising activity within fifteen (15) days upon its the completion. The outcome of the activity will also be disseminated to players/parents for review.

Events involving gaming, gambling and alcohol are not permitted by Ringette Ontario and will not be approved. Teams cannot do raffles, lotteries or 50/50s without approval from the Board of Directors as it may jeopardize the LRA lottery license issued by the City of London.

**** NEW ** Failure to comply with this policy will result in a penalty levied against the head coach**

(see 'Liability and Penalty' below).

It is the responsibility of the head coach or manager to ensure that sponsors provide their logo to the Director of Fundraising so that their company logo can be recognized for their contribution to the team and the Association on the individual team page within the London Ringette Association website.

The head coach and manager are accountable to players/parents for administering team funds appropriately, maintaining open communication on revenue and expense decisions, and involving parents in decisions on use of funds, including what happens to money left over as the year end approaches.

Liability and Penalty

**** NEW **** The London Ringette Association and the Board of Directors shall not be held liable for any violation of this policy. Fundraising activities may be revoked or suspended at any time at the discretion of the LRA Board of Directors. The Head Coach is **RESPONSIBLE/ACCOUNTABLE** to ensure that the team, including staff, players and parents/guardians abide by the Fundraising Policy outlined above. The Head Coach of any team that violates the Fundraising Policy **WILL** be subject to penalties as outlined below;

1st offence: Banned from participating in all ringette activities for 7 days from the date the penalty is implied by the LRA Board of Directors.

2nd offence: Banned from participating in all ringette activities for 21 days from the date the penalty is implied by the LRA Board of Directors.

3rd offence: Removal from the bench staff and all ringette activities for the remainder of the season and the following season.

****Ringette activities include games, practices, training sessions and team gatherings.***

Support for Eastern and National Championships

London Ringette teams that are successful in medaling at the Provincial Championships can apply for support from the LRA through the Board of Directors. Teams planning to attend Easterns or Nationals have to declare their intentions at the beginning of their season, which should be reflected on their *London Ringette Team Budget form* that is submitted to the Provincial Convener by September 15th of that season.

Teams finishing 1st at Provincials, will have their registration covered by Ringette Ontario and LRA will subsidize an additional 35% of the registration costs to be used at the team's discretion.

LRA will support teams finishing 2nd or 3rd at Provincials with 30% and 20% of their registration cost, respectively.

Signatures and sign off

By signing this document you confirm that you have read and comply with the new fundraising and budget policies that have been implemented by the LRA.

Failure to comply will result in penalties as outlined in this document.

Signatures:

Head Coach: _____

Assistant Coach: _____

Manager: _____

Treasurer: _____