



Oct 1st, 2012

London Lynx Ringette Association

www.londonringette.com

POLICY ON FUNDRAISING

1. PURPOSE

All teams may raise funds for their respective team. It is recognized that the funds raised are to be used for the betterment of the team as a whole. When raising funds, members are also representing the London Ringette Association (LRA) and must project a positive image of the LRA. All fundraising activities must adhere to the guidelines set forth in the Fundraising Policy.

2. Summary of Types of Fundraising

- a) Team Controlled Fundraising
This is where the entire team works on a fundraising event such as a car wash, BBQ, or selling frozen foods etc.
- b) Team Controlled Advertising
This is where teams have created individual advertising opportunities by selling advertising space on a dressing room door banner and or t-shirts. It must be understood that these advertising spaces sometimes conflict with various levels of Team Sponsorships that are sought out each year by LRA. There is a two tier advertising fee scale with a maximum individual amount per advertiser.
 - i. IF a team has already secured an association level team sponsor the max advertising fee would be \$400.00 per customer
 - ii. IF a team does not have an association level team sponsor the max advertising fee would be \$200 per customer
- c) Association Controlled Fundraising
An example of this is the selling of raffle tickets that you receive at the beginning of each season. The parents purchase the tickets from the association as part of your registration and then collect money by selling the tickets to family and friends. Some other examples of this type of fundraising would be a Garage Sale, Golf Tournament, BBQ's etc..

3. LRA Fundraising Association Fee

Team level fundraising activities in the name of Association have an impact on the Associations ability to raise funds directly. While the Board supports the efforts and understands the need for teams to raise funds it also needs to ensure it is raising enough funds to offset the growing expenses associated with running both the Regional and Provincial programs. As such it has been decided that there will be association fees levied against team run events/advertising.

- a) Team Controlled Fundraising Association Fee
There is a \$50 Association Fee that must accompany all team controlled fundraising requests. If you do the same fundraising activity twice in a season you are NOT expected to repeat the payment of the Fee.
- b) Team Controlled Advertising Association Fee
There is a \$100 Association Fee that must accompany all team controlled advertising requests.

There is a cap on Fundraising Association fees within a given season. If a team reaches \$250 in Association Fees paid the remaining activities will not be levied a fee. The remaining activities would still need to be submitted for approval.

4. DEFINITIONS

- a) Association: The London Ringette Association (LRA).
- b) Board: The duly appointed board members of LRA.
- c) Committee: Any authorized and recognized committee of the LRA
- d) Participants: Any person directly or indirectly involved in an appropriate activity in the capacity of player, coach, assistant coach, trainer, manager, parent, spectator, practice volunteer or any other person present or involved in the activity,

5. RESPONSIBILITY

- a) Direct public support can be requested for the purpose of fundraising approved by the Director of Fundraising.
- b) Team budgets must be submitted in writing to the Director of Fundraising by Sept 15th for Provincial teams (excluding Open A) and Dec. 1 for Regional teams.
- c) All fundraising activities must be discussed and approved by the majority at a team parent meeting.
- d) All fundraising activities must receive prior written approval by the Director of Fundraising. (Fundraising approval form is found on the LRA website)
- e) All monetary transactions related to fundraising are to be documented in accordance with basic accounting principles and are subject to review by the team parents and/or the LRA Board.
- f) Fundraising activities may be subject to insurance approvals, which will be stipulated by the Director of Fundraising.

6. PERMITTED EXPENDITURES

- a) Tournament registration fees
- b) Team apparel, equipment bags.
- c) Coaching and Trainer supplies
- d) Team meals
- e) Costs for year end banquets, trophies and awards
- f) Additional ice time for practices, exhibition games and skill development including referee and shot clock operator fees.
- g) Miscellaneous team expenses (paper, fax/phone, etc.).
- h) Organized team travel to and from team events
- i) Travel expenses for recognized coaching staff that is not a parent of a player on the team.

7. OTHER EXPENDITURES

- a) Teams wishing to raise funds for anything not listed must receive permission from the Director of Fundraising.

8. PROHIBITED ACTIVITIES

- a) Teams are not permitted to raise funds through raffles, bingo, gambling or games of chance
- b) Breweries, wineries, distilleries or tobacco companies shall not sponsor any team.
- c) Establishments that have adult entertainment as their primary business are not to sponsor any team.

9. APPROVALS AND REPORTING

- a) All requests for fundraising must be in writing and submitted to the Director of Fundraising on the "Team Fundraising Request Form" at least 14 days prior to the event full written accounting of each fundraising event is required to be submitted to the Director of Fundraising within 14 days of holding or substantially completing the event.

10. LONDON RINGETTE ASSOCIATION SPONSORS

- a) London Ringette Association raises funds as an Association. As a result, a number of establishments have sponsored the Association as a whole. Teams are not permitted to approach establishments that have sponsored the Association. Refer to the LRA website for Association Sponsors.

11. LRA EVENTS

- a) All LRA members are encouraged to participate in LRA fundraising events. Teams are encouraged not to make commitments in conflict with LRA fundraising events.

12. REVIEWS

- a) All fundraising activities are subject to review by the LRA Board.
- b) The LRA Board may review fundraising activities at the request of team parents and/or Board Members.

13. PROPERTY OF LRA

- a) All monies raised through fundraising are the property of the London Ringette Association.
- b) The LRA Board has the right to disperse monies raised through fundraising.
- c) Teams are not allowed to carry funds over to the next seasons. Any extra monies remaining at the end of the season must be divided equally by the number of players on that team and a refund must be given.

14. LIABILITY AND PENALTY

- a) The LRA Board shall not be held liable for any violation of this policy.
- b) Any team or member who violates the Fundraising Policy may be subject to penalties at the discretion of the LRA Board.
- c) Fundraising activities may be revoked or suspended at any time at the discretion of the LRA Board.