

Manitoba Lacrosse Association
BINGO POLICY
Dec. 13, 2018

1. General

- 1.1 Manitoba Lacrosse Association is responsible for the distribution of Bingo funds allocated to the Association.
- 1.2 Manitoba Lacrosse Association has developed criteria and is responsible for the administration and ongoing monitoring of this program.
- 1.3 All affiliated Manitoba Lacrosse Teams, Associations, Leagues, and/or Clubs (TALC) are eligible to apply for bingos. Only registered members in good standing shall be eligible to receive bingo funding.
- 1.4 The Manitoba Lacrosse Association Board of Directors shall review bingo applications and consider funding projects based on a written proposal.
- 1.5 Any TALC may share allocated bingos with another TALC with approval from the MLA board.
- 1.6 The Manitoba Lacrosse Association will retain a maximum of fifty percent (50%) of all bingo money.
- 1.7 Monies from the bingos will go directly to the MLA and will be distributed accordingly.
- 1.8 TALC will receive their payment upon the MLA's acceptance of the proposal, and receipt of the funding from Manitoba Liquor and Lotteries.
- 1.9 Upon final approval by the MLA board of directors, notification of funding decisions will be communicated via email to the individual who submitted the proposal.

2. SUBMISSIONS

- 2.1 The Manitoba Lacrosse Association must receive an application from any TALC wishing to utilize this program.
- 2.2 Submission documents must include the MLA Bingo Fund Request Form found in appendix A (as well as on the MLA website), along with a full proposal. This proposal should outline the reason for the money, along with the benefits to the TALC and the MLA, a list of deliverables including a timeline, and a comprehensive budget for the project.
- 2.3 In order to be eligible for funding from the MLA Bingo Fund, submission of any project proposals must be received by the MLA office before 11:59 PM on January 31st of each year.
- 2.4 Notification of the results will be distributed before March 15th, of the year it was received.

3. BINGO ALLOTMENT

- 3.1 The MLA Board of Directors will have the final decision on whether to accept or reject any number of proposals.

4. EXPENDITURES AND ACCOUNTABILITY

- 5.1 TALC are completely accountable for all expenses.
- 5.2 All monies derived from bingo must be used for development of the sport or team travel (i.e. Uniforms, equipment, clinics, etc.)
- 5.3 Bingo revenues **cannot** be expended on the following:
 - a) Wages, salaries, and fees for services of volunteers.
 - b) Alcohol
 - c) Travel accommodations and meal costs out-of-Province, which have not been approved by the Manitoba Lacrosse Association prior to incurring the costs.

5.4 A TALC will be immediately suspended from applying for future bingo funds for non-compliance of these policies.

5.5 TALC must submit an accounting of their expenditures on a year to year basis. A post event form must be received by November 30th yearly. Should an association not comply with the accountability process, they shall be suspended until the financial statement is received.