



Morinville Minor Soccer Club

TITLE: Fundraising/Team Fundraising

POLICY # 7

Created: June 25, 2020	Last updated: July 8, 2020	Board Approved: July 8, 2020
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Version No.	Effective Date	Significant Changes
1	July 8, 2020	None

1.0 Purpose

Individual teams raising funds is done to help alleviate personal financial challenges for soccer team families. It recognizes that parents and players will often undertake fund raising for their team in support of lowering soccer registration costs per player per team.

2.0 Policy

2.1 Teams may NOT raise funds for individual team uniforms. Only the endorsed MMSC uniforms are permitted.

2.2 Individual teams must submit to the MMSC a complete budget at the start of each season including; expected expenses, planned fundraising activities and cash call. This will be approved by MMSC Executive Board prior to commencing.

2.2.A The budget must be submitted to the MMSC Executive Board within 30 days for approval prior to commencing the fundraising. This budget must also be shared and approved by the team, prior to submitting to the MMSC Executive Board for approval.

2.2.B If budget changes are required during the season an updated budget must be submitted to the MMSC Executive Board after approval by the team for approval.

2.2.C Proof of funds must be submitted to MMSC prior to pro rating any registration fees.

2.3 Responsibility for funds

2.3.A Two volunteers over the age of 18 will share responsibility for record keeping, safekeeping of funds.

2.3.B Two volunteers will be appointed and be responsible for the funds until the fundraising event(s) have ended. The Funds will then be brought to MMSC's Treasurer for deposit for the team with a detailed breakdown of the funds to be allocated to each team member for registration.

2.3.C Regardless of the amount of funds collected via cash call, or fundraising, all funds received must be deposited into MMSC bank Account. No funds shall be kept in a personal account.

2.4 MMSC is a non-profit association and is based on the commitment of volunteers including coaches to enable it to operate. Teams are NOT permitted to raise funds to attract or pay coaches, the funds are strictly to be used to help raise funds to decrease the registration fees per player on the team.

2.5 All funds raised by a team are non-refundable if a team should fold. The funds will remain in the clubs account for future programs.

2.6 Surplus funds at seasons end

2.6.A Only funds raised via cash call events are eligible for return to players/parents.

2.6.B In the event that a player leaves the team no funds are to be returned to the player parent/guardian or sponsors.

2.6.C 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. 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 and MMSC's soccer program.

2.6.D Any funds raised remain with the team. These funds are not eligible to be returned to players for any reason.

2.6.E A team fundraising agreement, must be signed by all members on the team, agreeing to the team budget and outline of the MMSC's fundraising policy.

2.7 Fundraising Activities

2.7.A Alberta Gaming Liquor and Cannabis (AGLC) rules and regulations govern many fundraising activities. These rules and regulations must be followed regarding the use of funds and appropriate records maintained. In the event of an audit records must be available.

2.7.B Online Applications must be submitted to the MMSC Executive Board for approval a minimum of 15 business days prior to commencement of the activity.

2.8 For budgetary fundraising or team fund management questions please contact the MMSC Executive Board.