



Leeds Minor Hockey Association Executive Committee

POLICY

POLICY NAME:	INDIVIDUAL TEAM FUNDRAISING
POLICY NUMBER:	P02
DATE CREATED:	January 22, 2019
DATE FOR REVIEW:	January 30, 2020

Introduction:

This policy statement has been approved by the Leeds Minor Hockey Association Executive to guide fundraising for individual teams. It recognizes that's parents and players will often undertake fund raising to support a variety of team requirements or activities.

From time to time, parents and players will be expected to make direct contributions to meet team expenses through fundraising efforts. Fundraising efforts are for the benefit of the entire team and not only for individuals within the group that participate.

Purpose:

Targets for fundraising may include but not be limited to the following:

- Team social events
- Team player Development
- Payment of tournament entry fees

Funds raised for any other purpose than those stated above will have the prior approval from the Executive Board, through the Fundraising Director.

Team fundraising will not conflict with Association fundraising events.

Fundraising is expected to be on a small scale. Leeds Minor Hockey is a non-profit organization and therefore funds raised are not to provide financial benefit to anyone associated with the team (Bench Staff, Players or Parents). Teams may use the funds raised for small gifts to players or coaches at season's end, however the value of the gifts shall be in keeping with the spirit of volunteerism.

Team fundraising will be reflected in the approved team budget presented to team families at the start of the season. All fundraising events will be shared equally amongst the team members.

Team fundraising will be democratically approved by those families participating on the team, and will be decided by the majority of players in good standing.

Funding Sources:

Funding sources for individual team fundraising is typically in the form of money, and includes those funds donated by parents, team members and from sources outside the team.

Forms of Fundraising:

Teams may use a variety of fundraising methods. Examples of fundraising may include but will not be limited to the sale of various merchandise, donations from businesses and bottle drives, any individual team fundraising needs to be approved by the Fundraising Director, prior to commencement.

Responsibility for Funds:

The Manager of the team will assume responsibility for the recording, safe keeping and expenditure of funds. Managers shall submit a team financial statement to the families of the team and the Secretary no later than December 1st & March 1st.

Use of Surplus Funds at Season's End:

When winding down team finances at the end of the season, teams are not permitted to pay parents out of team funds more than what they have contributed for team expenses (ie seed money or team fees). Fundraising shall not be for individual gain. At the end of the Team's season, parents will vote to determine what will happen with the Team's surplus.

All excess monies shall be turned over to LMHA no later than March 31st of the current season. A request in writing may be made to the Fundraising Director to bring to the Executive for approval for unexpended funds. Following the Board's approval funds may be returned to the group for approved expenditures.