

# Belleville Ravens Volleyball Club

## Fundraising and Sponsorship Policy

Approved: August 24, 2023

President: Shawn Kao

Vice-President(s): Nicole Hoselton & Jason Bremner

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### **Purpose**

All teams may raise funds for their respective team through fundraising or sponsorship. It is recognized that the funds raised are generally to be used for the betterment of the team as a whole. When raising funds, members are also representing the Belleville Ravens Volleyball Club and must project a positive image of the Club. All fundraising activities must adhere to the guidelines set forth in the Fundraising/Sponsorship Policy.

### **Definitions**

- a. Association: Belleville Ravens Volleyball Club.
- b. Board: The duly appointed board members of Belleville Ravens Volleyball Club.
- c. Committee – Any authorized and recognized committee of Belleville Ravens Volleyball Club
- d. Participants – Any person directly or indirectly involved in an approved activity in the capacity of competitor, observer, athlete, coach, assistant coach, practice volunteer, trainer, manager, parent, official, spectator, employee, Committee Member or Belleville Ravens Volleyball Club Member or any other person present or involved in the activity.

### **Fundraising**

Direct public support can be requested for the purpose of fundraising.

All fundraising activities must be discussed and approved by the majority at a team parent meeting. Parents must decide at the parent meeting if fundraising proceeds will be pooled as a team or tracked per player or a combination of the above. Any decision to change the agreed upon distribution of fundraising proceeds must be put to a vote of the parent group and approved by a majority of the parents.

All fundraising activities must be offered to the parent group as a whole in an open and transparent manner with full details of timing, proceeds and time commitment required. No individual or group may misuse a fundraising opportunity for their own benefit. Misuse of a fundraising opportunity will constitute a serious violation of the Code of Conduct and could result in disciplinary action up to and including removal from Belleville Ravens Volleyball Club.

All fundraising activities must receive prior written approval by the President of Belleville Ravens Volleyball Club.

All monetary transactions relating to fundraising are to be documented in accordance with basic accounting principles and are subject to review by team parents and/or the Belleville Ravens Volleyball Club's Board.

All monies raised by teams related to fundraising will be held by the Vice President – Finance/Treasurer of the club in the Club Bank Account and an accounting of the team’s transactions and balance including that of the club account overall shall be provided to each team upon request. When teams require access to fundraising monies, they shall email the treasurer and the funds will be e-transferred to the coach or designate upon request.

Fundraising activities may be subject to insurance approvals, which will be stipulated by the President of Belleville Ravens Volleyball Club in conjunction with approval.

### **Sponsorship**

Teams are encouraged to seek sponsorship. Such initiative shall fall under fund-raising and all elements in the fund-raising policy shall apply.

All Sponsorship agreements MUST be approved of by the Club executive.

Sponsorship recognition will be based in the Team sponsorship tiers (last page of document).

### **Permitted Expenditures**

- Tournament registration fees
- Equipment bags
- Coaching and training supplies
- Travel expenses for recognized coaching staff who are not a parent of a player on the team
- Team meals
- Additional costs for practices, extra tournaments, exhibition games and skill development
- Off court conditioning
- Travel expenses for players attending provincial or national championships
- Miscellaneous team expenses (paper, phone, etc.)

### **Other Expenditures**

Teams wishing to raise funds for anything not listed must receive permission from the President of Belleville Ravens Volleyball Club.

### **Important Notes**

Breweries, wineries, distilleries, cannabis or tobacco companies shall not sponsor the club.

Establishments that have adult entertainment as their primary business are not to sponsor the club.

All Camps/Clinics will be run by the Belleville Ravens Volleyball Club and not individual teams.

### **Approvals and Reporting**

All requests for fundraising must be in writing (via email) and submitted to the President of Belleville Ravens Volleyball Club at least 14 days prior to the event.

A full written accounting of each fundraising event may be required to be submitted to the President at their discretion within 14 days of holding or substantially completing the event.

### **Belleville Ravens Volleyball Club Events**

All Belleville Ravens Volleyball Club members are encouraged to participate in Belleville Ravens Volleyball Club fundraising events. Teams are encouraged not to make commitments in conflict with Belleville Ravens Volleyball Club fundraising events.

### **Reviews**

All fundraising activities are subject to review by the Belleville Ravens Volleyball Club Board.

The Belleville Ravens Volleyball Club Board may review fundraising or sponsorship activities at the request of team parents and/or Board Members.

### **Unused Funds**

Teams are not allowed to carry funds over to the next season. Any unused funds become the property of Belleville Ravens Volleyball Club.

The Belleville Ravens Volleyball Club Board has the right to disperse any unused funds raised through fundraising and/or sponsorship.

### **Liability and Penalty**

The Belleville Ravens Volleyball Club Board shall not be held liable for any violation of this policy.

Any team or member who violates the Fundraising/Sponsorship Policy may be subject to penalties at the discretion of the Belleville Ravens Volleyball Club Board.

Fundraising or sponsorship activities may be revoked or suspended at any time at the discretion of the Belleville Ravens Volleyball Club Board.

# TEAM SPONSORSHIP TIERS

## BRONZE PARTNER • \$250

- Sponsor logo and recognition on club's social media

## SILVER PARTNER • \$500 OR MORE

- Bronze package, plus
- Sponsor recognition plaque (at team's expense)
- Company logo and website link on Sponsors' page of club website

## GOLD PARTNER • \$750 OR MORE

- Silver package, plus
- Sponsor logo on **front** page of Club website logo and link added to team's TeamSnap app
- Sponsor logo in year-end banquet slideshow

## PLATINUM PARTNER • \$1500 OR MORE

- Gold package, plus
- Signage (provided by sponsor) at year-end banquet
- Sponsor logo placed on at least 2 (two) team photos posted on club's social media pages throughout the season

## IN-KIND DONATIONS, EVENT SPONSORS

Our teams can often use donated items to help support the costs of the season. This could include travel miles to support flights to Nationals, donation of gas cards, training equipment, wellness services, or anything that would help with travel and training cost during the season. There may even be an opportunity for our teams to host invitational tournaments where event sponsors can assist with facility booking costs or tournament awards.

\*As the Belleville Ravens Volleyball Club is a registered non-profit organization, receipts for income tax purposes will be issued to each sponsor, as well as a thank you letter from the President.