



MOORETOWN MINOR HOCKEY ASSOCIATION

Fundraising Policy

Definition: the organized activity of raising funds (as for an institution or political cause)

1. INTRODUCTION

Participation in minor hockey may present some extra costs from time to time, such as ice time, team apparel, tournaments etc. To ease the financial burden for parents, the MTMHA has decided that teams will be allowed to fundraise if they so choose. In deciding this the MTMHA has adopted this Fundraising Policy which provides direction and guidelines on fundraising and fundraising activities. When raising funds, members are reminded that they are representing the Mooretown Minor Hockey Association (MTMHA) and must project a positive image of the MTMHA. AT ALLTIMES, THE PUBLIC IMAGE OF THE MTMHA MEMBERSHIP CONDUCT AND APPEARANCE MUST BE ABOVE REPROACH. All fundraising activities must adhere to the guidelines set forth in the Fundraising Policy.

2. Procedures

a. All Fundraising activities and initiatives must be initially approved by a group of three MTMHA Executive Board members, including the Fundraising Director and including the division Convenor of the team conducting the fundraising activity. This will be facilitated via the MTMHA Team Fundraising Application that is attached to this Policy. The applications must be brought before the board for approval prior to the Team's parent meeting, and after the team has been picked.

b. No teams in the MTMHA will be allowed to hold raffles, draws, dances, etc., or hold any fundraising activity that falls under the MTMHA Lottery License without the expressed written permission of the executive. Programs cannot include sales of, or prizes involving Alcohol, Tobacco, or Cannabis. And or, any sort of Gift Card/Credit involving Alcohol, Tobacco, or Cannabis.

c. Direct public support can be requested through activities such as candy sales, barbecues, etc., if they are in good taste as determined by MTMHA in its sole discretion

d. All fundraising programs must be well supervised and controlled by the coaching staff or designated team parents.

e. Fundraising programs must operate within the boundaries of MTMHA's Constitution, Policies & Bylaws. Any conflicts with the boundaries will be settled by a panel of senior MTMHA Directors including the Director of fundraising.

f. Prior to completing the MTMHA Team Fundraising Application, all plans for team fundraising must be discussed and approved by a simple majority of the parents/guardians of member players at a team meeting. The Divisional convenor must then be advised of the event or project and dates prior to commencement.

g. Team management is responsible for ensuring that Association guidelines and Municipal bylaws are followed.



- h. Any team undertaking a fundraising activity must provide a financial statement to the MTMHA Treasurer within one (1) week of the completion of each activity.
- i. Fundraising for a MTMHA team cannot be forced upon a team members family, if that fundraiser is going to cause financial hardship or any adverse effects on the team.
- j. No team fundraising activities will occur without direct involvement and endorsement from the coaching staff.
- k. When funds are collected from a Fundraiser the forwarding of said funds must be made directly to the MTMHA. When funds are donated from someone or a company in the form of a cheque the cheque must be made payable to MTMHA. No cheques shall be written directly to a team or individual person representing a team. MTMHA will apply the contribution to the team's balance first. If fully paid, payment will be made back to the team to be used towards allowable expenditures. If fundraising revenues are the result of an activity under the lottery license the same condition will apply.
- l. Programs may Capped at discretion of MTMHA Board of Directors.
- m Fundraising opportunities by a individual team cannot include any underlying corporate sponsors that will circumvent the "Corporate Donations Policy"

MTMHA TEAM FUNDRAISING APPLICATION

TEAM NAME:

CONTACT PERSON: NAME & POSITION

E-MAIL _____

PHONE _____

PURPOSE OF FUNDRAISER:

