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## **NSDSC FUNDRAISING POLICY**

### **January 2010**

The National Sports Development Soccer Club (NSDSC) supports fund raising events and activities which support the Club, its teams, its members and people in need.

NSDSC Team officials and NSDSC Board of Directors will determine the appropriateness of the fundraising activity and work together to ensure that the fund raising activity does not undermine the goals of good health and citizenship

#### **Fundraising:**

Includes activities designed to provide money, goods or services for use in the club or for team related activities through:

1. Sales to members of the community including parents, officials and players either in the club or in the community.
2. The solicitation or acceptance of donations or contracts with persons or businesses outside of the club.
3. Also included is third party fundraising, where players/teams may raise funds for non-soccer activities such as cancer research or funds for people in need.

#### **Application:**

1. This policy applies to all fundraising activities supported by the NSDSC club including those activities generated by NSDSC Board of Directors, NSDSC Teams or NSDSC Team Officials.

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### **Standards and Procedures:**

1. All fundraising activities within the club must be on the list of approved Fundraising Events or be approved by the NSDSC Board of Directors.
2. Parents must be notified of the proposed fundraising activity by the Team Official or NSDSC Board member in charge of the fund raising event prior to the activity commencing. Information on the activity must include; the goals of the fundraising event, authenticity of the fundraising activity and details on how the activity will be carried out. A follow up note, after the activity should include how much money was raised and how the money will be used.
3. Participation in fundraising activities is voluntary and no player or parent will be compelled to participate in fundraising activities.
4. All raffles involving the general public must be licensed through Alberta Gaming and Liquor Commission. Form to determine raffle licence eligibility may be obtained on the following website:  
[http://www.aglc.gov.ab.ca/pdf/gaming/gaming\\_forms/5416.pdf](http://www.aglc.gov.ab.ca/pdf/gaming/gaming_forms/5416.pdf) must be filled out and submitted. If approved, raffle licence and a copy of the raffle terms and conditions may be obtained from your local Alberta Registry Agent.
5. All raffle/draw winners must be published in a timely manner. At the time of raffle it must be stated in what manner winners will be notified or how participants can determine if they are winners. Use of the NSDSC website to publish winning number/s is permitted. Please notify the NSDSC office at [bnascimento@nsd365.com](mailto:bnascimento@nsd365.com) with your winning numbers and team raffle information.
6. Official tax receipts will be not issued for donations, new gifts-in-kind or services-in-kind.
7. Where required, proper permits must be obtained.
8. Teams will not compete directly with any charitable organization or official club sponsor.
9. The activity must be age appropriate for the participants.
10. The activity must not bring the club into disrepute.
11. The use of the Clubs name, shield or logo is not permitted without the expressed written consent of the NSDSC office or Board of Directors.
12. Team officials, parents, players and members must take full responsibility for any activity and any consequences thereof.
13. Fundraising monies to remain with the team and not to be refunded to players that leave the team. Fundraising goals must be established prior to fundraising of funds. No player/family should fundraise with the intent of using the money for a purpose other than soccer related expenses.

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### **Accountability for Funds:**

1. While different methods may be employed in the handling of funds raised by teams and NSDSC, accountability for funds raised must be recorded and kept by the party in charge of the fundraising activity.
2. Team Officials who fundraise within their team must ensure that there is a system in place to record funds. Team Officials should also ensure that parents have access to this information upon request.
3. All funds must be collected into a bank account held in the name of the group or team with 2 signatories.

### **Player Safety:**

1. Player safety is the core underlying value in all fundraising activities. All fundraising packages sent home must clearly indicate in detail the goals and process of the fund raising activity so that parents and or guardians can decide whether they want their child to participate in the activity.

### **Door to Door Canvassing:**

1. It is recommended that parents accompany their children on fundraising activities which require door to door canvassing.

### **Criteria of approved fundraising activities**

1. Alcohol related events are permitted for members, parents and supporters over 18 years of age only. All tickets for events or liquor related events must be sold by persons over 18 years of age.
2. Bottle drives are permitted
3. Raffles for cash, services or items is allowed.
4. Dances must be supervised by a minimum ratio of 1 adult per 20 children. Adult must be a parent/ guardian of child on team involved in the fundraising activity.
5. Silent Auction (either at a community hall or commercial venue) are allowed
6. Selling, cookies, candy, chocolate, cinnamon buns, pizzas, beef jerky, cookie dough, pasta and any other food item.

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