



Storm NL Fundraising Guidelines and Policies

Fundraiser Categories:

- **Organizational Fundraiser** - By the Organization, for the purposes of building general funds to support all programs - Eg. off season fundraisers
- **Program Fundraiser** - For specific programs - C4UC or CUC (Both teams)- Eg. Lottery fundraisers in Spring/ Summer that go to the program to help reduce fees.
- **Team Fundraiser** - For specific teams, for the whole team regardless of who does the actual fundraising. Goal is for full team participation and benefit. - Eg. Team bottle drive
- **Player Fundraising** - participants receive their proportion of the funds raised in accordance to the fundraiser rules (eg. Tely 10 fundraiser)

A **fundraiser organizer** is the person in charge for a specific fundraiser (ie. person responsible for organizing a bottle drive).

A **fundraising coordinator** is responsible for planning fundraisers, establishing fundraising targets, and coordinating fundraiser organizers. This role is the responsibility of the Team Manager, or Storm Director if there is no Team Manager. This role may be delegated to another volunteer, as the manager or director sees fit.

Fundraiser Organization Guidelines and Regulations:

- Prior to fundraising events, the associated Storm NL Fundraiser Coordinator must receive written notification (email) of each fundraising event specifying:
 - A. The date
 - B. Type of event occurring and summary of how the event works
 - C. Athletes participating, and athletes not participating
 - D. Relevant promotional material or summary to be shared by Storm NL and Ultimate NL
 - E. Any relevant licenses or approvals required (must be submitted by Storm NL Director)
- The fundraiser organizer is responsible for planning and implementing the event, as well as communicating the opportunity to the Coordinator.
- The fundraiser coordinator is responsible for approval of the fundraiser and verifying that it meets the requirements of the guidelines and policies document.
- The fundraiser coordinator is also responsible for communicating fundraising opportunities to athletes and parents, as well as providing relevant promotional material to Ultimate NL communications, and Storm NL social media accounts.
- Event reporting (tracking and documentation) is to be completed by the fundraiser organizer and submitted to the fundraiser coordinator for verification and processing.

The following policies must be adhered to for all Storm NL associated fundraising:

1. All fundraising activity must be approved by Storm NL. Fundraising activities deemed to be inappropriate or hazardous, or do not fit the intent of the program will not be approved.

2. All fundraisers must follow the regulations of the Provincial Government for charitable and non-profit organizations. All licenses required, such as food or lottery licenses, must be obtained through Storm NL. All events such as 50 / 50 draws, games of chance, raffles, and gift card trees etc., require a lottery license..
3. Operating a charitable lottery for any event over social media venues, including Facebook, is strictly prohibited as per Provincial Government Lottery License regulation.
4. Participation in fundraising activities is completely voluntary. Athletes and parents can choose what fundraising efforts to participate in, with knowledge that some fundraisers may have a proportional payout based on time/ attendance.
5. All Storm approved fundraisers are in support of Storm programming and the organization. Any funds raised through a Storm fundraiser must go through the Storm Program for distribution to athletes. This ensures that all funds are put towards outstanding balances for the associated program. Any funds allocated to individuals with no outstanding balances will be reimbursed to those parties.
6. No athletes or parents/guardians are permitted to gain personal profit from any fundraisers. Any funds raised beyond the price of the program will remain with Storm NL to support general programming.
7. All funds collected in all fundraising activities must be submitted to Storm NL within five (5) business days of the event. Associated documents tracking and summarizing the event must also be submitted within five (5) business days of the event.
8. For ongoing fundraising opportunities, like Chase the Ace, Storm NL, as well as the event organizers, must be notified when the team member(s) have stopped fundraising or have met their budgeted goal.
9. All funds must be submitted after each individual event ends, even if an event is repeated.
10. Any funds raised by an athlete who, for whatever reason, does not remain on the team, will be distributed evenly to all program participants, or put towards a piece of the program that benefits all participants
11. Any member of the program who is owed less than \$10.00 in cumulative reimbursements by the end of the program will not be reimbursed due to the administrative cost of reimbursement.
12. For fundraisers without a Storm staff present (Coach, manager, or director), a minimum of two (2) parent representatives from different, (not related), athletes must count funds received and sign the written submission to Storm NL.

References:

NLBA. (2021). Newfoundland and Labrador Basketball Association Fundraising policy.
<https://irp.cdn-website.com/08525354/files/uploaded/2021%20Fundraising%20Policy.pdf>