



Potential Volleyball Club Fundraised Money Policy

Throughout the course of the year, the Potential Volleyball Club offers its members many different types of fundraising opportunities. This policy is meant to clarify how that fundraised money is to be used and what happens to any remaining funds when a player leaves the club.

Fundraising Opportunities:

All fundraising opportunities are available to **all** athletes and/or parents/guardians and will be offered on an equitable basis.

Grocery Bagging

- The event organizer gets 2% of the total of each event planned, applied to their child's fundraising account or the specified child's fundraising account.
- The club keeps 3% of the total, to be used to help offset operational costs.
- The balance is then divided by the total number of hours worked by each volunteer. That amount is then multiplied by the number of hours each person worked. The total for each person is applied to the credit of each player represented at that fundraiser.

Bingo's

- The event coordinator gets \$20.00 for each event they secure for the Club
- The number of workers will be determined by the vendor (Elk's and/or Tree of Peace).
- The Club will retain \$50.00 from each event
- The remaining funds will be divided evenly amongst those that worked
IE: We are paid \$250.00 for a bingo that 2 volunteers work. \$20.00 goes to the event coordinator, \$50.00 goes to the club, the remaining \$180.00 will be split amongst the 2 workers, equally \$90.00 each.

Bottle Depot Donations

- Anyone is able to drop off donations to the Bottle Depot to go towards the Club. This can be completed by the following:
 - a) informing the staff that you would like to make a donation to Potential Volleyball Club or;
 - b) by inputting Potential Volleyball Club's information onto the screen (right hand side of depot). You can print off a maximum of 10 tags to go on your bags.



Potential Volleyball Club Fundraised Money Policy

- If you would like your donation to go towards your (or your athletes) fundraising account, you must email the Club (info@potentialvolleyball.com) the same day stating what you dropped off and for who (IE: 5 bags)
- Once the club receives the documentation from the Bottle Depot we will confirm your drop off
- If donations are made anonymous, all funds will go directly to the Club

Other Fundraising Events

Any other fundraising opportunities are always welcomed for discussion. Any and all suggestions are to be sent to info@potentialvolleyball.com where the information will be discussed with the Board.

In order to move forward with the fundraising opportunity, the following must happen:

- A description of the event, a financial explanation outlined on how the money will be divided up and presented to board members before they decide whether or not they want to participate.
- Receive written approval from the Board

Club Responsibility

- The event coordinator will maintain a list of all money due and earned for each individual member of the club and provide that information to the Club and/or Finance person once the event is finished.
- The Club and/or Finance person will maintain and keep up to date records of fundraising transactions and athletes fundraising balances
- An account balance can be provided upon request upon written request to info@potentialvolleyball.com

How the funds can be used

- Funds in a player's fundraising account can be used for club fees including try out and/or registration fees and costs towards travel (including but not limited to: flights, accommodation, rental vehicle, tournament registration, etc)
- The funds can be used by a parent/guardian, if they are participating as a coach or chaperone, to cover travel, rental vehicle and accommodation expenses.
- This credit is not automatically applied. A written request must be submitted to info@potentialvolleyball.com

Under no circumstances can future fundraising opportunities be applied to previous fees (IE: registration, tournament, etc.)



Potential Volleyball Club Fundraised Money Policy

Fundraising accounts at the end of the season

- Fundraising balances will automatically be brought forward to the new season.
- Players who have a fundraising credit, but cannot return to the club the following season, can ask to have that money held over for one year. They will need to submit a written request to the Board of Directors prior to October 31st each season, explaining why they cannot return. Extensions are only granted under extraordinary circumstances, at the discretion of the board of directors.
- If a player does not return to the club the following season, funds may be transferred to a sibling, who is a registered member of the club upon written request.
- If the player does not return to the club the following season **for any reason** and they also do not have a sibling playing in the club that season, they will forfeit their fundraising credit(s).
- If a player has requested to have their money held for a season, and does not return in the second season, will automatically forfeit their fundraising credit(s).

Under no circumstances can any portion of the fundraising account balance be paid out in cash.

I acknowledge that I have read and understand the terms of this policy as detailed above:

(Parent/Guardian Name)

(Parent/Guardian Signature)

Date