



Fundraising Policy and Procedure

- ❑ Teams may not approach any existing KYSA Sponsor
- ❑ Teams may not make requests for cash donations
- ❑ All teams wishing to fundraise must submit the attached application, and have it approved by the board prior to commencing any fundraising activities
- ❑ No fundraising activity will be approved unless team parents are financial partners in the fundraising goal
- ❑ Teams shall appoint a manager/treasurer (may be the same person)
- ❑ Treasurer shall open a bank account under the team name, for example: Kitimat U16 Boys Select Team)
- ❑ Accounts must not be under individual names
- ❑ Two persons shall have signing authority on the bank account
- ❑ Team shall provide KYSA with a final budget bank and budget statement at the end of the season
- ❑ Applications for travel costs will only be considered when of a reasonable team nature
- ❑ Accounting of funds shall be provided to each parent of the team members at seasons end
- ❑ Parents shall be provided with a clear understanding of any planned disbursements prior to any travel
- ❑ K.Y.S.A. will not incur any costs or liabilities in regard to team fundraising
- ❑ K.Y.S.A. volunteers may not be requested to sell tickets or products for team fundraisers.
- ❑ Active fundraising is not permitted in other communities