



St. Francis Youth Baseball Association Sponsorship & Donation Policy

The following policies are enacted by the Board of the St. Francis Youth Baseball Association (SFYBA) to ensure compliance with the rules and regulations governing not for profit corporations:

Donations & Sponsorship

- Any business sponsorships should be directed and managed by the SFYBA Board.
Individual teams should not be soliciting public contributions.
- Families with personal connections to local business owners can request sponsorships **with the prior notification and approval of the SFYBA Board**. All donations must be managed by the board treasurer. For tracking purposes, checks, along with a written statement by the donor for its intended use, should be delivered to the SFYBA Fundraising Coordinator or SFYBA Treasurer.
- In the event the intended use is not consistent with the laws governing not for profit corporations, the donor shall be given the opportunity to modify their request, rescind the donation/sponsorship, or allow the league to treat the donation/sponsorship as general revenue.
- All donations and sponsorships shall be reviewed and approved by the SFYBA Board prior to deposit of checks or use of the funds. SFYBA will review all sponsorships and donations at the next scheduled board meeting after the donation is made or committed.
- Sponsoring businesses will be recognized on our league's website. Donors requesting a tax receipt should state so in the written statement provided with donation check.
- Use of "St. Francis Youth Baseball Association" or "SFYBA" by a sponsor or donor is not allowed without prior approval of the SFYBA Board.
- To stay in compliance with tax rules, SFYBA cannot advertise, as defined by the IRS, for a sponsor in exchange for funds or other material donation.
- **IT IS VITALLY IMPORTANT THAT THE SFYBA BOARD BE AWARE OF ANY DONATIONS IN ADVANCE SO THE PROPER RECOGNITION AND RECIEPTS CAN BE ISSUED.** Failure to do so may result in SFYBA being found in violation of tax rules and losing our non-profit status.
- SFYBA reserves the right to deny sponsorship or donations for any reason. If a sponsorship or donation is denied, funds will be returned to the donor or sponsor.
- This policy is not intended to cover all situations. If situations arise that are not covered by this policy, it will be reviewed and discussed at an SFYBA Board Meeting.