

Powder River Volleyball Club 1
Policy and Procedure

Subject: Financial Policy

Procedure:

Budget:

To be reviewed annually.

Registration:

1. Annual membership fee is due at the time of registration, unless otherwise discussed and approved by the Board. Fees will be assessed yearly. Payment options available via Sports Engine.
2. Annual membership fee includes:
 - a. Jersey
 - i. Replacement jersey will be at the cost of the player.
 - ii. Up to 5 local tournaments: All Wyoming tournaments Spearfish, Rapid City, Billings.
 - iii. Additional tournaments attended will be an additional cost to players if a team has already exceeded their 5 provided tournaments. (Individual player attendance is not considered in this count). PRVC must receive registration fee payment prior to registering for additional tournaments.
 1. The expenses will accrue from the 6+ tournaments requested
 - b. Coaches compensation
 - c. General operating expenses
 - d. Gym space/practice facility if applicable
 - e. Equipment costs
 - f. DOES NOT include postseason cost/fees.
3. Refunds
 - a. No refunds will be issued after the start of the first day of evaluations for each age group. In the event of a medical situation, with a healthcare provider's note, a refund will be provided for the remainder of the season. Depending on the date of the incident, the refund will be broken into quarters.

Purchasing:

1. If an individual is purchasing on behalf of the club, on Board member's approval, he/she must submit all receipts to receive reimbursement.
2. Receipts must be submitted within 2 weeks of date of sale. Treasurer will arrange for reimbursement.

Recurring Bills/Payments:

1. Treasurer will pay the following bills once received, without additional Board member approval

1. Bookkeeping
2. Accountant
3. Storage unit
2. In the event of a bill >\$350.00, additional Board member approval will be obtained prior to payment.
3. Payment options include check or debit card. No cash payments are allowed. All itemized payment and deposit receipts will be submitted to bookkeeping.
4. Board Members listed on the banking accounts have the ability to pay bills.

Dual Signers:

1. The four Board Officers will be listed as signers for all bank accounts.
2. Two signers will be required on all written checks and cash deposits.

Coaches Payment: (will be assessed yearly)

Coaches are paid on the following scale per season.

Head Coach	\$800	
Co- Coach	\$400	
Add Ons:		
	Head	Co
Wyoming PTSB Coaches Certificate/Art of Coaching Certificate	\$100	\$100
Age Division Lead	\$50 per team when overseeing 2+ teams	
Experience:		
0-1 years	\$50	
2-3 years	\$100	
4-5 years	\$150	
6-7 years	\$200	
8-9 years	\$300	
10-15 years	\$400	
15+ years	\$500	

Fundraising:

1. Will be assessed on a yearly basis.
2. The goal is to keep player registration costs low.

Scholarship:

Scholarships are available if funding allows. Scholarships are to assist families who may not be able to afford the registration fee. This is assessed on a yearly basis. Those interested in donating to the scholarship fund are encouraged to do so during registration. If you wish to contribute outside the registration window, please notify the Board. If scholarships are available, please email a request to the Board for additional information.

Approved November 19, 2023

Revised October 8, 2025