

## **FUNDRAISING GUIDELINES – GDMHA<sup>i</sup>**

All players and parents share the responsibility of projecting a positive image for their team and GDMHA. To meet team and association expenses, fundraising efforts, volunteer work and monetary contributions, are expected.

### **1. Association-Wide Fundraisers / Team Fundraisers**

- GDMHA may organize association-wide fundraisers (events or sales), and all players are expected to participate.
- Individual Teams are expected to fundraise at tournaments, with proceeds going to the association as a whole. If a tournament is cancelled, that team can help with other fundraising efforts.
- The Fundraising Committee, established in 2023, oversees association-wide fundraising, including corporate sponsorship, grant applications, and gaming licenses. Committee reports directly to the board. Committee to communicate with team managers regarding all fundraising efforts.

### **2. Fund Allocation:**

- Funds collected directly support GDMHA for ice rental, equipment, officials, and related costs.
- Teams/divisions will not fundraise independently without Fundraising Committee approval, except for tournament-related activities benefiting the entire association.
- Fundraising efforts to be reported in annual report at AGM.

### **3. League / Provincial Tournaments:**

- Fundraising at league tiering requires approval from the East Kootenay Minor Hockey League.
- Host associations are not permitted to operate prize tables or 50/50 draws during Banner tournaments.
- Fundraising for Provincial Tournaments requires approval from the GDMHA Board of Directors.

### **4. Reporting:**

- GDMHA and Teams must submit a written income/expenses report to the fundraising committee within two weeks of each fundraiser and no later than March 31st annually.
- Reporting must follow gaming guidelines

### **5. Compliance:**

- The Fundraising Committee and board ensure adherence to association guidelines, Provincial laws, and Municipal bylaws. Association funds won't cover fines resulting from non-compliance.

6. **Special Event Sanctions** Teams must submit a [Special Event Sanction form](#) for every fundraising event to BC Hockey for approval. Failure to submit a Special Event form will result in the team not being covered by insurance and may result in discipline to the team and/or coach.

The purpose of sanctioning a special event is to extend Hockey Canada Insurance Program coverage such as Major Medical / Dental Coverage to activities that do not fall under regular hockey programming.

Special Event Sanctions are for usage of events such as dryland training, fundraisers, and other activities outside of regular hockey programming. Not all activities are eligible for coverage. Please see the [Special Event Sanction Guidelines](#) on our website for additional information regarding possible coverage eligibility of special events.

7. **Sponsorship** The Fundraising Committee creates/updates the corporate sponsorship package for business donations/association support. Teams must not approach corporate sponsors directly for additional funding or donation items. The Fundraising Committee provides a list of corporate sponsors to all the team managers. If families know/operate/ work at a business that may wish to donate, they may approach the business to be a part of our corporate sponsorship program. Any follow up with businesses can be done by the fundraising committee. Receipts cannot be provided for charitable donation; however, receipts can be provided so business can claim as sponsorship/advertising for tax purposes.

CORPORATE SPONSORSHIP POLICIES – GDMHA allows and encourages corporate sponsorship for example sponsor name bars on jerseys. Sponsorship levels are outlined in the Corporate Sponsorship package created by the Fundraising Committee. Potential new sponsors should be referred to the GDMHA for approval.

## **Tournament / Game Fundraising**

**TOURNAMENT BUDGET** The Board will allocate funding for each tournament to cover tournament costs such as medals, heart and hustle awards, gaming fees, shwag bags, print materials, concession sales and dressing room snacks.

**TOURNAMENT BASKETS** Families are expected to donate items or give a monetary donation for gift basket draws (\$30-\$50 per family), excluding current corporate sponsors.

- Corporate Sponsorship may include donated items that can be added to Tournament Basket Fundraising.
- Corporate Sponsorship donated items can be obtained from the Fundraising Committee.
- Items may be used in a silent auction.
- Recognition of donations by families and sponsors should be posted at tournaments.

**GROCERY STORE DONATIONS** Local grocery store gift cards may be used for fundraising or tournament supplies. Teams are to use gift cards responsibly. Receipts to be submitted to the Fundraising Committee in order to report back to grocery store sponsors.

**CONCESSION SALES** Costs associated with concession sales will be allocated in team's tournament budget. No alcohol is to be sold at Minor Hockey events or in baskets.

**BC GAMING LICENCES** GDMHA relies on gaming funds as a major source of the Association's overall revenue. Failure to meet the requirements set out by the BC Gaming Policy and Enforcement Branch may result in suspension or revocation of a gaming event Licence, refusal of future gaming event Licences and/or denial of future access to gaming grants or funds. It is, therefore, fundamentally important that this policy is strictly adhered to when raising funds.

#### **CLASS D GAMING LICENCE (Gross Revenue of \$5000 or less) Raffles or Prize Tables**

Individual Teams are eligible to apply for a Class D license which allows you to raise a maximum of \$5,000 in gross revenue. There is a maximum of \$500 value for each prize and alcohol **CANNOT** be a prize. Full details are available [here](#).

Detailed information for operating the Class D Gaming Licence can be found on our website ; <https://www.goldenminorhockey.com/bcgaming>

*Please Note: If you have items in a silent auction, they do NOT require a gaming license.*

#### **CLASS A/B GAMING LICENCE (Gross Revenue over/ under \$20,000)**

The association may apply for these different types of gaming licenses to cover fundraising efforts such as Ticket Sales or online 50-50 (rafflebox). The process for these gaming licences can be found [here](#).

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