

Team Funds and Fundraising

All teams and participants have a responsibility to project a positive image of the team, our Association and Minor Hockey. .

From time to time, parents and players will be expected to make direct contribution to meet team and Association expenses through fund raising efforts.

Direct public support can be requested through activities such as candy sales, car washes, 50/50 draws, etc., provided that they are in good taste. **Alcoholic beverages may not be used as prizes or given as gifts.**

All fundraising programs must be included in the team budgets and approved. All these programs must be well supervised and controlled.

All plans for team fund raising must be discussed and approved at a team meeting. The Director and VP Competitive Hockey must then be advised of the event or project and dates prior to commencement. The HHMHA Executive has the right to verify all amounts rose.

Teams may plan, budget and fund raise for the following purposes:

- a. Tournament team registration fees.
- b. Team hockey socks, one away and one home set.
- c. The cost of no more than two hotel/motel rooms for coaching staff at an away tournament. (exception: Provincials/Atlantics)
- d. Additional Development and ice time.
- e. Referees for exhibition games.
- f. Team articles such as pylons, pucks and first aid kit.
- g. Costs for end of the year banquet and trophies/awards.
- h. The cost of coaches' clinics and insurance (costs over team limits)
- i. Other team expenses such as faxes, phone calls and correspondence.
- j. Travel costs for coaches:
 - i. Coaching expenses for coaches who are not parents (meals included);
 - ii. Coaching expenses for coaches who are parents (at the discretion of the coach/team parents established at first meeting);
 - iii. Mileage: one (1) vehicle can claim expenses, for all coaches paid at the rate set down by HNS (for 2007/08 \$0.42/km). For example, one (1) vehicle can claim mileage (transporting all coaches);
 - iv. Accommodations: one (1) hotel room for two (2) coaches can be claimed--if four (4) coaches travel then two (2) hotel rooms can be paid for out of team funds.
- k. Team building activities.

Fundraising for any other items not mentioned above must be approved by the appropriate HHMHA Executive. Contact your Director or Vice President.

Funding for items such as the following:

- a. Team jackets
- b. Team track suits
- c. Team hats
- d. Team equipment bags

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- e. Any personal hockey equipment
- f. Team meals, other than the year end banquet and team building
- g. Team and individual photographs for players/parents

These items must be purchased by players/families on an individual and personal option basis, or if a sponsor is obtained for any of the above, then the sponsorship money can pay for the designated items. Teams may approach sponsors to cover said items. The purchase of any other items not mentioned above must have the approval of the appropriate HHMHA Executive. Contact your Director or Vice President,

HALIFAX HAWKS MINOR HOCKEY ASSOCIATION

FUNDRAISING

Teams are permitted to fundraise for team related expenses only. This may include such things as additional practice ice, exhibition game ice, tournament fees, travel costs for coaches, teambuilding events, team supplies (first aid kits, pucks, etc), and administrative costs.

Any fundraising contemplated to offset the costs of team apparel, name bars, socks, etc., must be agreed to by the supporting parent group with reasonable adjustments/allowances for any family that opts out (i.e. reduction in level of effort in fundraising expected of them).

All fundraising initiatives must be approved by HHMHA prior to the commencement of any related activity. Such approval is obtained by submitting details of the fundraising plan to the association Secretary. If approved, teams shall be notified by the VP Administration.

It is important that all teams realize that certain fundraising activities, once approved by the association, still require licenses and permits from the municipality or province depending on the actual planned activity.

When considering a fundraising activity, it is critical that team staff consider any risks that participants may be exposed to prior to requesting approvals. Hockey Nova Scotia has provided a listing of the various activities (ANNEX D) which can assist your team in determining the types of activity that will not be covered under the Canadian Hockey Association (CHA) insurance program.

From time to time, the association will conduct fundraising activities. These efforts are normally undertaken to reduce costs to our members. On these occasions, all teams are expected to participate fully in association fundraising initiatives. Association fundraising efforts will take precedence over any team fundraising activities.

SPONSORSHIP

Sponsorship is permitted for representative teams, however, each team must request approval from Halifax Minor hockey association prior to entering into any

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such agreement. This approval should be sought through the association executive using the proper chain of command.

By seeking this approval, teams assist the association in ensuring that they are not placed in a conflicting arrangement with any existing sponsorship agreements as well as to ensure that the association is not being asked to make any commitments that may not be acceptable.

When sponsorships are approved, it is important to note that no sponsor cresting is permitted on the front of the jersey as that area is reserved for the official 'Hawks' logo. If placing sponsor cresting on sweaters, it is recommended that any crests be placed on the shoulder patch or on the rear of the sweater. When placing crests on the rear of the sweater, remember that all sweaters must have proper sized numbering and available space for '**Stop**' Program signs.

Any Name bars of sponsors must adhere to the official Halifax Hawks colours (white lettering on red bars; black letters on white bars).'

ADVANCEMENT OF FUNDS

Teams may request an advancement of funds from the parents, up to a maximum of \$150 per player for the purposes of starting up each season. Any advancement can be repaid once team fundraising activities commence.

CLOSING OUT ACCOUNTS

Any funds remaining in team accounts at year end should be provided to the association, which will retain the funds as a deposit on the player registration fees for all identified players for the following hockey season up to the amount required to register the player(s) in question.

Funds over and above those used to cover registration as specified above will also be returned to the association to hold for the following season and credited to the identified player's fundraising requirements for the following season.

Practices such as teams providing funds to families to cover existing registration costs or funding non-authorized team related activities/requirements is not permitted.

DO NOT CLOSE TEAM ACCOUNT. THE TREASURER OF THE ASSOCIATION REQUESTS THAT ALL ACCOUNTS REMAIN OPEN BUT WITH ZERO BALANCES.