



Olds Minor Hockey Association: Fundraising Policy and Procedure

Organization: Olds Minor Hockey Association (OMHA)

Policy Name: Fundraising Policy and Procedure

Date of Policy Adoption: October 3, 2024

Date of Policy Amendments: November 5, 2024

Policy Purpose:

The purpose of the Association's Fundraising Policy and Procedure is to establish standards for fundraising throughout Olds Minor Hockey. The policy also ensures that the Association is strategic with financial requests of potential community partners and supporters of Olds Minor Hockey, as well as Olds Minor Hockey families.

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| Applicable Hockey Canada Regulation(s): | <input type="checkbox"/> No | <input type="checkbox"/> Yes |
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| Applicable Hockey Alberta Regulation(s): | <input type="checkbox"/> No | <input type="checkbox"/> Yes |
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| Applicable Olds Minor Hockey Association Bylaw(s): | <input type="checkbox"/> No | <input checked="" type="checkbox"/> Yes |
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This policy is authorized under Article 3.7.a (i)(vi) of the Olds Minor Hockey Association bylaws.

Olds Minor Hockey Association Policy:

Process for Fundraising that Requires Alberta Gaming (AGLC) Licensing:

- All fundraising, including fundraising by an individual team, that requires an AGLC license must request that the Association's Executive Coordinator pull the AGLC license. Requests must be made with reasonable advanced notice to the Executive Coordinator and may be emailed to registrar@oldsminorhockey.com.



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- Once the AGLC license has been pulled, the Executive Coordinator will circulate the appropriate documentation to the individual, team, or division requesting the license, with a copy to the Concession and Fundraising Director.
- Requests to pull AGLC licenses for fundraisers that are expected to exceed \$5,000 in total funds (for example, a high-value raffle item) must first be approved by the Board of Directors. The Executive Coordinator will route requests for an AGLC license that may exceed this threshold to the Concession and Fundraising Director who will bring the matter to the Board for a decision.

50/50 Revenue:

- Teams are not permitted to host in-game, tournament, or other 50/50 fundraisers.
- The Association may host general Olds Minor Hockey 50/50 fundraisers, if approved by the Board of Directors.

Raffle Revenue:

- Teams are permitted to keep ninety percent of funds raised from raffles. The remaining ten percent of net profits from raffles will be given to the Association and assigned to general revenue to offset administrative and other Association costs.

Net Tournament Revenue:

- Divisions designated to host tournaments in a season are permitted to generate revenue that exceeds their tournament budget.
- After all tournament expenses are paid, if there is a net profit from the tournament the division that hosted the tournament is permitted to keep and equally distribute ninety percent of the net profits throughout teams in the division.
- The remaining ten percent of net profits from the tournament will be given to the Association and assigned to general revenue to offset administrative and other Association costs.



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Sponsorship:

- Individual teams may secure community sponsors to offset team costs, however, sponsorship commitments must not:
 - Extend beyond the current season;
 - Legally bind the Association to any terms or conditions in return for the sponsorship;
 - Require the Association to expend funds to facilitate the sponsorship;
 - Contravene the vision, mission, values, or other requirements of Hockey Canada or Hockey Alberta;
 - Contravene requirements or standards set out by the Town of Olds for facility usage or by other agreement; and
 - Contravene the bylaws, policies, procedures, or other requirements set out by Olds Minor Hockey.
- The Board of Directors reserves the right to suspend or cease any sponsorship that is in contravention of any of the above conditions.

Advertising:

- The Association does not permit third-party advertising (that is not associated with sponsorship as permitted by this policy) on any of its assets, apparel, equipment, communications, or other representation of Olds Minor Hockey.

Team Budgets and Cash Calls:

- Team parents/guardians will vote on their team budgets at the beginning of the season, with one vote per family. Team budget voting will be by secret ballot.
- If a team budget is defeated by the parent/guardian vote, a revised team budget will need to be prepared and put to a subsequent vote or votes until the team budget carries.
- Teams may only have up to two cash calls total per season.



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Requests for Community Donations:

- Requests for community donations for tournaments, whether for financial support, tournament supplies, door prizes, or other value-in-kind, must be routed through the Tournament Committee. If there are special requests for community donations from a division hosting a tournament, the Division Coordinator must make a request to the Tournament Coordinator a minimum of three weeks in advance of the tournament.

Policy Review: This policy will be reviewed annually by the Olds Minor Hockey Association Board of Directors.

Policy Oversight:

The Concession and Fundraising Director is primarily responsible for the implementation of this policy, although there are policy accountabilities for all Association affiliates.

Operational Appendix:

n/a