So Your Team Wants to Fundraise...

Your team decides there is a need to raise money for a specific event or expense and reads the Team Fundraising guidelines.

Your team contact, usually the team manager, complete the "team request for Fundraising and returns it to the fundraising chair.

Fundraising Chair reviews request and if it is within club guidelines, submits the request to the executive committee

The executive committee reviews fundraising proposal and notifies the Fundraiser Chair of status

The Fundraiser Chair notifies the team contact of fundraising request status

If denied the fundraising may not take place and the team has the option to request another event or activity and begin the process again. If changes are requested, then adjustments must be made and approved on the fundraising request form prior to the start of any fundraising.

If approved then the event or activity may begin

All money collected will be submitted to the Club Treasure in a timely manner using the team deposit form. All deposits will be recorded on the funds earned report and returned to the fundraiser chair at the conclusion of your event or activity.

The fundraising Chair will submit a report to the club treasure. 100% of funds raised will benefit the team (s) if club funds and or resources are not used. If Club funds and or resources are used then the team will be allocated 90% and the club will be allocated 10% of total monies collected.