

POLICY CATEGORY	<b>Financial and Operational Management</b>		
POLICY TITLE	<b><i>Funding</i></b>		
DOCUMENT NO	5.3	VERSION	2
CONTACT	<a href="#">Management Committee</a>		
IMPLEMENTATION DATE	03 Jan 2019		
FIRST ISSUED	9 Nov 16	REISSUED	03 Jan 2019
RELATED DOCUMENTS	5.1 – Managing the Finances 7.1 – Governance Framework 7.3 - Reporting 7.8 – Recordkeeping		
AUTHORITY	<a href="#">Associations Incorporation Act 1981</a> <a href="#">Australian Accounting Standards</a>		

Scope	This policy applies to all Committee Members.
Purpose	<p>This policy details the approach to raising funds that has been adopted by the Bribie Island Soccer Football Club.</p> <p>The club is committed to ensuring that the club operations are sustainable.</p>
Responsibilities	<p><b>Management Committee</b></p> <p>The committee members oversee the funding processes of the club.</p> <p>The Treasurer is responsible for ensuring that any funds raised are recorded in the accounts of the club in accordance with Australian Accounting Standards</p>
Process	<p><b>Funding</b></p> <ul style="list-style-type: none"> <li>• The income streams for the club are:             <ul style="list-style-type: none"> <li>○ Player Registrations – which cover the basics of operations. The Treasurer determines the fees each year.</li> <li>○ Trading – from our canteen and bar. This is overseen by our Treasurer</li> <li>○ Grants</li> <li>○ Sponsorships</li> <li>○ Fundraising</li> <li>○ Donations</li> </ul> </li> </ul>

	<p><b>Grants</b></p> <ul style="list-style-type: none"> <li>• Grant funding is generally for specific projects.</li> <li>• Committee Members identify grants and receive endorsement from the management committee to submit an application. In some instances a grant writer may be engaged to prepare the submission.</li> <li>• When a grant application is successful: <ul style="list-style-type: none"> <li>○ A remittance is received which indicates that funding that has been provided.</li> <li>○ The work or activity is then undertaken as a project.</li> <li>○ When complete the grant is acquitted by the Treasurer.</li> </ul> </li> </ul>
	<p><b>Sponsorships</b></p> <ul style="list-style-type: none"> <li>• Sponsorship is where a business provides funds, resources or services to the club, in return for some form of rights and/or associations with the club that may be used to help the business commercially, and will attract GST at the prevailing rate.</li> <li>• The management committee: <ul style="list-style-type: none"> <li>○ work to secure and support our sponsors</li> <li>○ are to disclose and resolve any conflicts of interest in relation to their private interests and club duties</li> <li>○ are to record any gifts received in the gift register</li> </ul> </li> <li>• At the club this is in the form of: <ul style="list-style-type: none"> <li>○ advertising on game shirts (Major Sponsor only)</li> <li>○ signs at the oval</li> <li>○ advertising on our Facebook page, our website and via other formats</li> </ul> </li> <li>• The club will not bring on board a sponsor that is seen as unacceptable, that is: <ul style="list-style-type: none"> <li>○ A business that is contrary to ethos, values and purpose of the club</li> <li>○ A business that promotes tobacco products, alcohol, drugs, sex industry, gaming and gambling, or religion – hospitality industry is excluded from this description</li> <li>○ A business that involve politicians, political parties, political organisations and political aspirants</li> <li>○ A business that compromises member privacy by seeking to access email addresses and other information</li> <li>○ A business that competes in the same market where another sponsor has been given exclusivity</li> </ul> </li> </ul>
	<p><b>Fundraising</b></p> <ul style="list-style-type: none"> <li>• The club may engage in fundraising activities at home carnivals or across the community and any families wishing to assist would be very welcome.</li> <li>• Our senior teams also engage in fundraising, however these activities are limited to their home games on a Friday night, home carnivals or across the wider community.</li> <li>• The Australian Sports Foundation is the club's preferred crowdsourcing fundraising platform.</li> </ul>

	<p><b>Donations</b></p> <ul style="list-style-type: none"> <li>• A donation is a gift given to the club and can take such forms as cash, services or new and used goods</li> <li>• Donations are different to a sponsorship in that they are given without return consideration and are free of GST.</li> <li>• The club is not a registered charity so any donations are not tax deductible, however if the donation is made to the Australian Sports Foundation then it is tax deductible – all they need to do is nominate that it is to come to Bribie Island Soccer Football Club.</li> </ul>
	<p><b>Recordkeeping</b></p> <ul style="list-style-type: none"> <li>• Any additions, amendments or updates to this document are to occur via the Management Committee.</li> <li>• Approvals will be recorded into the committee minutes.</li> <li>• The committee, as part of its record keeping will retain previous versions for future reference.</li> <li>• The committee, as part of its record keeping will retain funding records as per the club recordkeeping policy.</li> </ul>
Resources	<ul style="list-style-type: none"> <li>• Club Sponsors Information</li> <li>• Club <a href="#">Strategic Plan</a></li> <li>• Club <a href="#">Policies and Guidelines</a></li> <li>• Club <a href="#">Rules of Association</a></li> <li>• Club <a href="#">Sponsor Finder's Form</a></li> <li>• Sponsorship Agreement</li> <li>• Marketing and Fundraising Plan</li> <li>• <a href="#">Australian Sport Foundation</a></li> </ul>
References	<ul style="list-style-type: none"> <li>•</li> </ul>
Definitions	<ul style="list-style-type: none"> <li>•</li> </ul>