



## **Bocce Australia Policy for Fundraising and sponsorship**

**Document Number:** Fundraising and Sponsorship Policy for the Bocce Australia2019.doc

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**Note:**

This document issue supersedes and replaces any previous issue. Immediately following the last section of text in this document is a heading indicating the end of the document.

# This document

## Purpose of this Document

The purpose of this document is to:

- ◆ Outline the Bocce Australia Policy for Fundraising and sponsorship.
- ◆ It is the intent of Bocce Australia (BA) to provide avenues for individuals, teams and Clubs to raise funds from sponsors and from fundraising activities to cover the expenses of the designated Bocce Australia program, provide a fund for the future development of the sport, and provide a means to fund capital improvements to program facilities and to fund special events.
- ◆ All fundraising and sponsorship must keep within the not for profit status and assigned to Bocce Australia.

## Document Location

Ensure that this document is current. Printed documents and locally copied files may become obsolete due to changes to the master document.

The source of the document will be found in the BA Dropbox

## Common Terms used throughout the document

These terms are used throughout the document. You should be aware of these terms before continuing.

- ◆ BA Bocce Australia (formerly known as Bocce Australia)
- ◆ ASC Australian Sports Commission
- ◆ FIB Federation Internationale de Boules
- ◆ CMSB CONFÉDÉRATION MONDIALE DES SPORTS DE BOULES

## Revision History

Date of this revision:			Date of next revision:	
Version	Issue	Revision Date	Summary of Changes	Changes marked
1	1	9th February 2011	Issue 1 for Approved by BA Exec Board	
2	1	6th February 2019	Version 2 issue 1- Updated logo & BFA to BA	

## **Fundraising and Sponsorship Policy for the Bocce Australia**

**Philosophy:** In order to reduce costs to individuals, families, clubs and Affiliate Federations to allow participation in the International, National or State events who may otherwise, due to costs, be unable to participate.

In addition, improve the quality of training, future Bocce development and help the sport of Bocce meet its overall mission, it is desirable to seek program support through fundraising and sponsorship activities.

**Purpose:** It is the intent of Bocce Australia (BA) to provide avenues for individuals, teams and Clubs to raise funds from sponsors and from fundraising activities to cover the expenses of the Bocce Australia designated program(s), provide a fund for the future development of the sport, provide a means to fund capital improvements to program facilities and to fund special team events. *Eg. This policy applies for all Bocce Australia designated programs which are inclusive whenever the name 'Bocce Australia' is used to solicit funds or sponsorships.* **All fundraising and sponsorship must keep within the not for profit status and assigned to the Bocce Australia.**

### **Conflict of Interest**

**Bocce Australia** has adopted the guiding principles of the Australian Sports Commission Conflict of Interest Policy & one that will always be followed during these activities.

Bocce fundraising and sponsorship must be approved by and will be directed by the BA Executive Board or as otherwise specified in this policy.

### **Individual, Club & Team Fundraising**

Individual, Clubs and Teams may fund raise as a means of obtaining funds for extra expenses such as tournament costs, travel and for out of pocket living expenses (Per Diem) for the duration of the program. The BA Board must approve any such fundraising efforts unless otherwise specified in this policy.

### **Individual, Team or Club Sponsorships**

Individual, Clubs and Teams are not allowed to obtain personal sponsorships while representing the BA in any of its programs. The BA Board must approve any sponsorship unless otherwise specified in this policy.

Where an individual has secured a sponsorship for BA and or its affiliates, the individual is entitled to a success fee of up to 20% of the sponsorship funds payable by tranche of funds received.

### **Fundraising and Sponsorship for BA**

#### **BA Fundraising Committee:**

At the BA Program level, the BA Fundraising Committee directs the pursuit of all fundraising and sponsorship. Members: BA Sponsorship Director, BA Council member, other people as appointed by the BA Exec Board. The BA Fundraising Committee reports to the BA Executive Board. The BA Board hereby delegates its authority to the BA Fundraising Committee to undertake and co-ordinate fundraising activities.

#### **BA Program Fundraising**

Each BA Affiliate will be responsible for participation in the authorized BA fundraiser, as determined by the BA Fundraising Council. The Council will take into account budget dollars needed and a reasonable amount of obligation given the nature of the event and timeframe provided. Under special circumstances, when an individual, family, team, club or affiliate is unable to participate in the fundraiser, the BA Council may allow them to "opt out" of the fundraiser. Should at a later time wish to be part of the program they would need to contribute the equal value of the required amount. The BA Council shall determine the amount of the required contribution and the number of 'affiliates' permitted to opt out.

All monies received by BA from the program fundraiser will be placed in the BA general account unless otherwise identified by the Council prior to the fundraiser.

The BA Fundraising Committee must approve any fundraiser prior to the activity by any BA Program entity. Failure to receive approval will result in forfeiture of the proceeds to the Programs general fund. All revenues from BA affiliated fundraisers will go to the BA Program fund account except for monies collected specifically for Council-approved items.

Any monies raised by a program fundraiser during a hosted program related event such as a Tournament game, friendlies or other events would go into the BA Program's fund general account. For example, concession revenue during tournament games would be credited after expenses into the general account as a way of fund raising for the designated fund-raising program.

### **BA Team Fundraising**

Teams may raise funds for special trips and or tournaments as authorized by the fundraising committee.

### **BA Sponsorship**

The BA Board hereby delegates its authority to the BA Fundraising Committee to accept and approve corporate sponsorships that are within the philosophy and purposes of the policy.

The BA Fundraising Committee maintains a list of corporate sponsors and contacts that they are pursuing for contributions or who have made contributions to the program in the past years. Any listed potential sponsor or current sponsor is not available for any other pursuit of sponsorship of any kind including team or individual.

In seeking sponsorships, the BA Fundraising Committee should try to avoid conflict with sponsorship efforts of BA partner clubs.

Depending on the dollar amount of the contribution, the sponsor will receive appropriate recognition as part of the contribution, as well as, full support within the context of the funding program and the not for profit status of the BA & affiliates.

All monies rose as part of a BA designated fundraising or sponsorship program are to be paid to the BA who will deposit the monies into the designated BA Program's account for later distribution.

### **Sponsorship levels for BA**

Sponsorships levels will be determined by the BA Fundraising Committee for each program.

The fundraising committee will have the ability to customize the levels as needed based on the needs of the sponsor within the costs of the request.

It is intended that no less than 80% (i.e. no more than 20% administrative or other associated costs) of any monies received through BA fundraising go directly to the BA Program. The BA Fundraising Committee may equate services performed, management costs or materials provided to dollar amounts to determine sponsorship level achieved.

It is the responsibility of the committee to review the contribution levels and to determine if they are in line with current costs and inflation levels.

Of all program funds raised 80% of the fund received (excluding any success fee payable) will be placed into the designed program. Eg. *Junior Championship*. The remaining 20% will be split evenly between the BA and the home State or Regional or Club where the monies will be place into a BA endorsed Bocce Development Fund.

The distribution of the Program funds accumulated at the end of the program will be based on the percentage of funds raised by the team, club, or individual up to the amount equal to the reimbursement of any out of pocket expenses for the purpose of the program. After having distributed the funds should there be any monies remaining this would be placed into the BA Bocce Development Fund for the future development of the sport.