

INDIVIDUAL TEAM FUNDRAISING POLICY

The following policy describes the parameters for team organized fundraising.

The fundraising policy exists to monitor the appropriateness and maximize the success of team organized fundraisers. It does so by managing the number of fundraisers that occur at a given time, limiting duplicate types of fundraisers, and providing oversight to ensure that rules and standards are followed. All other applicable Northern Rhode Island Vikings and Junior Sentinels Youth Hockey Association policies apply.

Fundraising Defined:

A fundraiser is any attempt by a recognized hockey team of the Northern Rhode Island Vikings and Northern Rhode Island Junior Sentinels to raise money for its own purposes, to support an event or to benefit a charity.

Types of Fundraisers:

Fundraisers include sales of any kind including food or beverage, raffles, tickets, apparel, discount cards and other products.

Fundraisers include events such as silent auctions, charity dances, donation collection boxes, concession sales, and letter writing campaigns. See below for additional instructions for apparel sales, donation boxes, and letter campaigns.

Apparel or product sales:

If your fundraiser includes the sale or distribution of apparel or promotional products, you must submit copies of the final artwork design to the Board of Directors for approval. The artwork must be in compliance with the Northern Rhode Island Vikings and Northern Rhode Island Junior Sentinels brand standards. All submissions must be approved prior to product purchase and distribution. Failure to receive proper approval prior to purchase may lead to cancellation of the fundraiser at the expense of your team.

Donation boxes:

If your fundraiser includes collection boxes for donated items, donation boxes should include the sponsoring teams name. Approval submissions should include the dates of collection, and the place where items will be donated. Teams are responsible for maintaining the cleanliness of the donation area and should not allow items to exceed the box. Unattended cash donation collections are not allowed.

Letter writing campaigns:

If your fundraiser includes a letter writing campaign to request support from individuals, businesses, or external organizations, you must submit a copy of your request letter plus a list of your intended campaign contacts with your Fundraising Permit Form.

Use of the Brand:

The brand includes the terminology NRI Vikings, Northern Rhode Island Vikings NRI Jr Sentinels, and Northern Rhode Island Junior Sentinels and the Association's logos and icons. These items are strictly for the use of the Northern Rhode Island Vikings and Junior Sentinels Junior Hockey Association and are reserved for fundraisers directly initiated by the association or in conjunction with the Northern Rhode Island Vikings benefiting the association. Permission to use these entities require approval from the Board of Directors. If granted, Teams are required, to complete a Fundraising Permit Form. Failure to receive proper approval prior will lead to cancellation of the fundraiser at the expense of your team.

Reservation Procedure

The Board of Directors manages the approval process for the team fundraisers. Teams must have official Northern Rhode Island Vikings recognition and be in good standing. The fundraiser must have the approval of the Board of Directors. Fundraisers must receive approval prior to the printing of marketing materials and promotional products. If teams plan to complete a fundraising permit, forms must be submitted 45 days in advance to comply with state regulations. There is a limit of 2 fundraisers per team per season. Similar types of fundraisers at the same vendor, location and time are not permitted.

Approval Confirmation

Approval confirmations will be emailed following verification by the Board of Directors. The Board of Directors reserves the right to change and/or cancel a fundraiser at any time. For questions regarding this policy and the reservation procedures, contact the Board of Directors.

Appeals Process

The Board of Directors reserves the right to deny the approval of any Fundraiser request. To appeal the denial of a request, please contact the Board of Directors to initiate an appeal.

Alcohol Service and Use

Teams may not benefit from the sale or promotion of alcohol or any illegal substances. For example, no fundraisers at local restaurants may include alcoholic beverages in the % of sales. Apparel/Brand Standards Promotional materials, apparel and/or product sales must be in compliance with the Northern Rhode Island Vikings or Northern Rhode Island Junior Sentinels brand standards and copyright law. For questions, please contact the Board of Directors.

Conflict of Interest

Fundraisers may not present a conflict of interest for the Northern Rhode Island Vikings or Northern Rhode Island Junior Sentinels, nor should it violate existing Northern Rhode Island Vikings exclusivity agreements.

Crowdfunding

Fundraising activities that include the use of crowdfunding type activities or the solicitation of funding requests via 3rd party websites or tools are subject to approval. Teams that wish to solicit support via web or electronic payment platforms should use approved resources available from within the Northern Rhode Island Youth Hockey Association. Contact the Board of Directors for more details.

Event Restrictions

Fundraisers are subject to the same event related restrictions as other team events. Specifically, fundraisers may not take place after the end of programming deadlines, and fundraisers should conclude by 2 a.m. In addition, fundraisers are not permitted during certain event windows, including the Thanksgiving Tournament, Awards Banquet and et al. Fundraisers designed to take place in conjunction with another event (i.e. Smithfield Food Trucks) must have written authorization from the event sponsor prior to authorization for the fundraiser.

Funds/Cash Deposit

The Northern Rhode Island Vikings and Junior Sentinels Youth Hockey Association assumes no liability for any team funds. Team funds will be handled directly by the respectful team managers and should be documented and retained for their records. Each team must bring a copy of the recorded documentation to the Board of Directors within two weeks of the fundraiser. Failure to do so may led to restrictions on fundraising activity.

Food and Beverage

The Northern Rhode Island Vikings and Junior Sentinels Youth Hockey Association assumes no liability for food or beverages sold, exchanged or given out as part of a fundraiser. All patrons of a fundraiser purchase and consume products at their own risk.

Gambling

The Northern Rhode Island Vikings and Junior Sentinels Youth Hockey Association prohibits team fundraiser gambling, the sponsoring of lotteries, and the sale of lottery tickets. As such, no fundraisers in the form of gambling are permitted. This includes any games with cash prizes.

Locations

Fundraisers are limited to locations that are not considered dangerous, off limits, or condemned. Each team is responsible for making space reservations and must abide by the policies of the venue.

Political Activity

Funds or contributions for political candidates may not, under any circumstances, be solicited in the name of The Northern Rhode Island Vikings and Junior Sentinels Youth Hockey Association. Association resources may not be used in soliciting such funds.

Promotions and Products

Fundraisers and affiliated promotional materials or products must be free of the following:

- harassment or discrimination, including such action based on gender, race, ethnicity, color, religion, age, national origin, sexual orientation, gender identity and expression, disability or marital status.
- pornography, profanity, violence, or sexually suggestive language or images.
- references to alcohol or other illegal substances.

Solicitation

- Door-to-door solicitation is strictly prohibited.
- Door-to-door solicitation includes the distribution of any materials, handbills, flyers or literature.
- Door-to-door solicitation includes asking for donations on roadsides and areas that could be deemed dangerous.

Violations of Policy

Violation of this policy may result in the following actions taken singularly or in combination:

- Immediate termination of the event
- Payment for any labor, repair, or replacement costs incurred because of the violation
- A fine levied against the Association, the team, or staff who violate this policy
- Conduct proceedings in accordance with Northern Rhode Island Youth Hockey Association by-laws

Policy Review and Amendment

This policy is subject to annual review and amendment based on suggestions received during the year. When conditions warrant, a review committee may be called together to develop recommendations.