



## Fundraising Policy

<b>POLICY NAME</b>	Fundraising Policy
<b>DATE OF ISSUE</b>	21/02/2024
<b>POLICY COVERAGE</b>	Truganina Rabbitohs Rugby League Club Inc Staff, Participants, Volunteers, Referees, Team Support Staff, Representative players and officials, Parents, Spectators, Contractors.
<b>DATE OF REVIEW</b>	One year from date of issue
<b>CONTROLLING BODY</b>	ARLC VIC Limited (NRL Victoria)
<b>CONTACT</b>	Fiona Toloa

### PURPOSE

- The Truganina Rabbitohs Rugby League Club (TRRLC) recognises the importance of fundraising to support our club's activities, facilities, and development initiatives.
- This policy outlines our guidelines, procedures, and principles for conducting fundraising activities in a transparent, ethical, and effective manner.
- To provide volunteers, members, players, spectators and visitors with an understanding of their individual responsibility with Fundraising for TRRLC
- An open communication policy regarding selections helps build understanding and a strong culture within the Truganina Rabbitohs Rugby League Club (TRRLC).

### SCOPE

This policy applies to all TRRLC volunteers, members, players in relation to any form of fundraising using the TRRLC name or TRRLC logo or TRRLC home grounds.



## **PRINCIPLES**

TRRLC prides itself in its mission to “Create a positive and safe environment so people are able to learn, grow and sow”. And our vision “To be a pillar in our community – empowering people, enriching lives and growing the game of Rugby League”. These have led to the following principles to be established:

1. **Transparency:** TRRLC commits to being transparent in all fundraising activities, ensuring that donors and stakeholders are informed about the purpose, use, and outcomes of funds raised.
2. **Accountability:** TRRLC holds itself accountable for responsibly managing all funds raised, maintaining accurate records, and providing regular reports to stakeholders.
3. **Ethical Standards:** TRRLC upholds ethical standards of honesty, integrity, fairness, and respect in all fundraising efforts, refraining from deceptive or misleading practices.
4. **Goal-Oriented:** TRRLC sets clear fundraising goals aligned with the needs and objectives of the club, guiding its efforts to raise necessary funds.
5. **Community Engagement:** TRRLC engages with its community to ensure that fundraising activities reflect the interests and priorities of its members and broader community.
6. **Communication:** TRRLC effectively communicates its fundraising policy to all stakeholders, providing training and educational opportunities to promote understanding and adherence.
7. **Continuous Improvement:** TRRLC regularly reviews and evaluates its fundraising policy to ensure its effectiveness, making updates or revisions as needed to reflect changes in laws, regulations, or club priorities.

## **COMPLIANCE WITH LAWS AND REGULATIONS**

All fundraising activities conducted by TRRLC must comply with relevant local, state, and federal laws, as well as any regulations governing charitable organisations and fundraising practices. We are committed to upholding the highest standards of legal and ethical conduct in all fundraising efforts.

## **FUNDRAISING AND GOAL OBJECTIVES**

TRRLC sets specific fundraising goals and objectives aligned with the needs of our club and the communities we serve. These goals guide our efforts to raise necessary funds to support player development, facility maintenance, equipment purchases, junior, international and senior end of season prizegiving and other club initiatives.



## **FUNDRAISING ACTIVITIES**

TRRLC encourages a variety of fundraising activities, including but not limited to:

- events
- sales of goods or services
- sponsorships,
- grants, and
- online crowdfunding campaigns.

All proposed fundraising activities must be approved by the club committee and conducted in accordance with our policies and procedures.

## **FUNDRAISING APPROVAL PROCESS**

To initiate a fundraising activity, members or volunteers must submit a proposal outlining:

- the details of the activity, including its purpose, target audience, budget, and expected outcomes.

The club committee will review the proposal and grant approval based on its alignment with TRRLC fundraising goals and compliance with relevant regulations.

## **FINANCIAL MANAGEMENT**

TRRLC is committed to responsible financial management of all funds raised. Designated members or committees will be responsible for collecting, depositing, and documenting all fundraising revenue.

Financial records will be maintained accurately and transparently, and regular reports will be provided to club members or stakeholders upon request.

## **TRANSPARENCY AND ACCOUNTABILITY**

We are dedicated to transparency and accountability in all fundraising activities. Donors will be informed about how their contributions will be used to support the club's mission and vision objectives. We welcome feedback and are committed to addressing any concerns or complaints related to fundraising promptly and professionally.

## **ETHICAL STANDARDS**

TRRLC upholds ethical standards of honesty, integrity, fairness, and respect in all fundraising endeavours. We will not engage in deceptive or misleading practices, and we will safeguard donors' privacy and preferences regarding their contributions.

## **DONOR RECOGNITION AND STEWARDSHIP**

TRRLC values and appreciates the generosity of our donors. We will recognise donors in accordance with their preferences and provide ongoing stewardship to maintain positive relationships and encourage continued support.



### **COMMUNICATION**

TRRLC will communicate this fundraising policy clearly and effectively to all members, volunteers, staff, donors, and stakeholders. Training and educational opportunities will be provided to promote understanding and adherence to our fundraising guidelines.

### **RISK MANAGEMENT**

We acknowledge and mitigate risks associated with fundraising activities, including financial fraud, conflicts of interest, and reputational damage. Proactive risk management strategies will be implemented to safeguard the interests of our club and its stakeholders.

### **REVIEW AND EVALUATION**

This fundraising policy will be annually reviewed and evaluated to ensure its effectiveness and relevance. Updates or revisions may be made as needed to reflect changes in laws, regulations, or club priorities.