



Fundraising & Volunteer Commitment Guidelines

This policy sets forth the clear expectations for any fundraising and volunteer commitments for our Mako athletes.

The success of the Calgary Mako Water Polo Club is directly dependent on the dedication and volunteer time commitment of its athletes/families. Any fundraising activities are based on the development of the program and to sustain our continued operational costs of Mako Water Polo. As such, the club executive has constituted the following policies (in the registration form) and guidelines to ensure a transparent and fair expectation is set forth for all members of the club.

**Please note Calgary Mako Water Polo Club currently does NOT require BINGO commitments. MAKO does submit an application to obtain a CASINO License once every 22 months. In years where a CASINO obligation falls a separate \$150 Casino Bond cheque/e-transfer will be issued by each athlete's family to ensure Mako completes its CASINO volunteer obligations.

During the MAKO registration all parents agree to the following in writing:

As a parent of a member of The Calgary Mako Water Polo Club (the "Club"), I recognize that I may be obligated to provide a fundraising/volunteer bond for each athlete I register as part of the registration process. All fundraising activities help the Club over all, and are endorsed by the Club Executive. I understand, and agree, that my Fundraising/Volunteer commitment payment (paid by cheque/e-transfer deposit) will be cashed in full or partially in the event I do not meet the fundraising and/or volunteer commitment for the season. I understand that cheques/e-transfer are required to be submitted at the time of registration, orientation or prior to the first practice to activate my athlete's registration in the club.

In the event bond cheques/e-transfer are not received by the first practice, registration will be considered incomplete and the athlete will not be allowed in the water until the bond cheque are received. Until registration is complete, your athlete will not be entered into the Water Polo Canada database and therefore will not be covered by club insurance.



Fundraising Obligation – *Not Applicable 2019/2020 season*

Mako's Fundraising Coordinator with the support from each Age Group Team Managers will take on the duties of communicating and tracking athlete's fundraising contributions. The Fundraising Coordinator will provide each Age Group Team Managers with a regular Google-sheet in which they will track each athlete's fundraising contributions. It is the athlete family's responsibility to ensure the Fundraising Coordinator is properly tracking their fundraising contribution against the Mako fundraising bond requirements.

When the Fundraising season is approaching its conclusion the Fundraising Coordinator will produce a summary of your athlete's fundraising commitment. If you are short the fundraising amount then Mako will retain the difference owing and return the remainder to you by cheque. If you opted out of participating in any Mako fundraising throughout the season, then the full fundraising bond amount will remain with Mako.

Volunteer Obligation - *Applicable 2019/2020 season*

Each athlete is required to volunteer for a minimum of 12 hours during the season.

Mako's Volunteer Coordinator with the support from each Age Group Team Managers will take on the duties of communicating and tracking athlete's Volunteer contributions. The Volunteer Coordinator will provide each Age Group Team Managers with a regular Google-sheet in which they will track each athlete's volunteer contributions. It is the athlete family's responsibility to ensure the Volunteer Coordinator is properly tracking their volunteer contribution.

When the Volunteer season is approaching its conclusion the Volunteer Coordinator will produce a summary of your athlete's fundraising commitment. If you are short any Volunteer hours, then a penalty of \$25 per hour missed will be applied to your \$200 volunteer bond.

Please note Volunteer hours for Alberta Open are **NOT part of the twelve (12) hours of Volunteer hours required by each family/athlete. This event is considered outside the scope of the season and does require a separate registration cost and a separate volunteer component.



Fundraising/Volunteer Bond

Fundraising bond cheques / e-transfer will be cashed at the time of registration. Members who have completed their fundraising obligations will have their full fundraising bond amount returned to them. If an athlete has achieved a portion of their fundraising bond allotment then the difference owing will remain with Mako. Should a cheque be returned as NSF, a \$50 fee will be assessed.

Example:

\$200 Volunteer Bond Amount

XXXX volunteered in the following:

- Open house - 2 hours
- Tournament official - 4 hours
- Hospitality suite - 4 hours
- Total volunteer hours for the season - 10/12
- Missing 2 hours = (\$25 per hour X 2) = -\$50 penalty

Therefore \$200 Fundraising/Volunteer Bond is cashed and \$150 is returned to the family.

****If the event Fundraising/Volunteer Bond Amount proceeds do not cover the outstanding Fundraising/Volunteer amounts the athlete's active status with Mako will be suspended (not permitted to attend practice/games/tournaments etc.) until the outstanding funds are received.**

ALL THE NUMBERS PROVIDED ABOVE ARE ESTIMATES AND THE BOARD RESERVES THE RIGHT TO ADJUST THE REQUIREMENTS TO MEET THE NEEDS OF THE CLUB IN A REASONABLE MANNER.



Exemptions to this Policy

It is acknowledged extenuating circumstances may exist. If you are unable to complete your fundraising and/or volunteer commitments and feel additional consideration should be warranted, please submit a request for review in writing to the Calgary Mako Board of Directors for special consideration and/or review.

Review Date and Approval Date

This policy can be reviewed annually either by the Board or a committee assigned by the Board for such purpose. Changes should be recommended and presented to the Board for approval.

Reviewed/Approved Date: April 1, 2019

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