



Currumbin Beach Vikings Surf Life Saving Club Inc. Fundraising Policy

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Approved By: Club Council

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Purpose:

The purpose of these guidelines is to clarify the organisation's fundraising policy

Scope:

- All members are required to cover their own surf sport expenses. The Club will endeavour to provide fundraising opportunities to all members to assist in meeting these costs
- All members have the opportunity to fundraise in the season via email registration to the Club Administrator. Fundraising activities will be advertised on the Club's social media platform
- Significant Fundraising Activities must be signed off by Club Council (or an authorised delegation of Club Council) prior to commitment of the Club or its members. This is to ensure that the Fundraising activity is consistent with the Clubs goals and values. Significant Fundraising Activities is any Fundraising that includes more than 5 members and will be identifiable by the public as involving the Currumbin SLSC in Fundraising activities
- The authorised delegation of the Club Council must include at least one member who is not a beneficiary of the fundraising
- Members wishing to do undertake fundraising activities outside the above definition (for example raffles and in particular raffles at locations not allocated by the Club) must have the activity first approved in writing by the Club CEO.
- It is an important requirement that any Fundraising is transparent as to the purpose of the fundraising and what the proceeds will be used for. As such, any person or entity donating funds needs to be aware that the Fundraising will be providing assistance in surf sport expenses.
- Failure to comply with the authorisations will result in the members involved in the fundraising automatically forfeiting their fundraising amounts and may result in further disciplinary sanctions from the Club
- A member is eligible to use fundraising funds for the purchase of lifesaving equipment and/or services (to enhance their lifesaving skills) where their fundraising balance permits



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- Each member undertaking fundraising activities will be provided with their own individual fundraising ledger recording the amount of funds raised and funds used. However, where it is deemed more appropriate, fundraising may be allocated to a section as a whole and without individual allocation. Further, if a member participates in fundraising who cannot use the funds raised on surf sport expenses or equipment (for example a parent of a surf sport participant, who is also a member), they are entitled to transfer their balance to a member who does have qualifying expenditure.
- The Accounts Manager will be responsible for maintaining the fundraising ledgers. All payments and/or reimbursements to members will be based upon the balances recorded in the ledger maintained by the Accounts Manager
- Reimbursement may be provided to the members upon receipt of the above expenses on an official CSLSC expense claim form. At no stage will funds be paid to the member prior to the exchange of receipt of expense for an item. It is not necessary that an item (such as a surf rescue board) is fully paid – it however is essential that evidence of deposit payments is provided. The final discretion for reimbursement of funds will rest with the Club CEO and Finance Manager
- Members are able to accrue funds for up to three years, the rationale is that surf sport equipment is expensive and fundraisers should take a longer term view in their surf sports. Any account balances will be forfeited if (i) more than 3 years old (unless approved); (ii) the member ceases to be actively involved in surf sports at Currumbin SLSC; (iii) ceases to be a patrolling member of Currumbin SLSC; or (iv) ceases to be a member of Currumbin SLSC. Under no circumstances will ledger balances be paid out in cash.
- Members may apply to the Club CEO and Finance Manager to have accrued funds carried forward for more than 3 years. Each request will be considered on an individual basis relevant to the members circumstances and the member advised in writing about the outcome