

Fundraising Regulations for members of Naomh Uinsionn CLG



Vins/Regs/004 (Fundraising regulations) 2023 (Version 1.0)

DOCUMENT HISTORY

Author	Comments	Issued Date
Niamh Adamson, Brid Power and Ciaran Dunne (Document Review Committee)	Initial draft of fundraising regulations	03/07/2023

REVIEW HISTORY

Reviewed by	Date
Paul Tancred	09/11/2023
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APPROVAL HISTORY

Version	Name	Role	Date
1.0	Executive Committee	Executive of the Club	13/11/2023

PURPOSE

St. Vincent's GAA Club actively promotes **teams** and/or **Games Sections** managing their own fundraising efforts in order to cover running costs during a given year.

The purpose of this document is to lay out clear regulations for getting approval to fund-raise from the officers of the Club. The regulations will ensure there is a centrally governed approach to the authorisation of each fundraising request, so as to provide transparency and to afford fairness where conflicts may occur.

AUDIENCE

These regulations are aimed at all Games Directors, mentors and any member of St. Vincents GAA, who are organising fundraising on behalf of a team(s) or group(s) within the Club.

All fundraising events must request permission from the officers of the Club, before proceeding with same. The officers of the Club reserve the right to approve / reject all fundraising requests.

IN SCOPE - WHAT

These regulations cover all types of fundraising activities within the Club, for example:

- an event;
- a raffle;
- an auction;

IN SCOPE - WHO

These regulations include any fundraising efforts (*which benefit St. Vincent's GAA Club in some way*) undertaken by:

- any team in any section; and
- any 'section only' fundraising;
- any group operating within the Club (e.g. GAA4M&O);
- any group fundraising for the benefit of an individual;
- any group wishing to procure a donation from an institution or individual;

OUT OF SCOPE

- All Club-wide fundraising or Club-wide sponsorship activities are excluded from these regulations. These fundraising efforts shall be governed by the Executive Committee, or a sub-committee appointed by the Executive Committee.
- All collection of "subs" within a team, to cover referee / other normal team running costs are excluded from this process.
- Any fundraising activities for associations / charities external to the Club.

Any member intending to fund-raise, must adhere to the fundraising regulations for members of Naomh Uinsionn (set out in this document) and the GAA, LGFA and Camogie Associations' regulations and guidelines.

1 Fundraising Regulations

Area	No.	Description of regulation
How to submit a fundraising request	1	All requests to fund-raise must be sent to secretary.stvincents.dublin@gaa.ie
Request Information to be included	2	Full details of the proposed fundraising activity must be included in the request. For example: <ul style="list-style-type: none"> - purpose of the fundraising; - target funds to be raised; - date, time, & venue; - audience; - type of funding raising activity; - person in charge of the fundraising; - duration of the fundraising event; - how the event will be promoted; - cost of running the event; - how / where funds will be collected and stored; - what will be done with excess funds raised; - special permits required, e.g. County Board, County Council, Gardai, etc; and - any other pertinent information;
Who must submit fundraising requests	3	All requests must come from the relevant Games Director.
Timing of fundraising request submissions	4	All requests must be submitted at least four weeks in advance of the proposed date of the fundraising starting date.
Decision makers for fundraising requests.	5	The officers of the Club shall discuss and decide to grant / refuse permission. The officers of the Club are: <ul style="list-style-type: none"> - The Chairperson; - The Vice Chairperson; - The Secretary; and - The Treasurer
Decision making criteria	6	Decisions shall be based on, amongst other things: <ul style="list-style-type: none"> - Date / venue clashes; - Size; - Fairness across sections; - Suitability for St. Vincents as a club; - Suitability for a team/section; - Any other consideration the officers deem relevant
Decision timeframe	7	Decisions shall be made within two working weeks of receipt of the request. Fundraising activities should not commence until a decision has been taken and communicated.
Decision communication	8	The decision, including reasoning, if relevant, shall be communicated to the relevant Games Director and the Executive Committee.
Fundraising calendar	9	Once a Fundraising event has been approved, it should be published on the St. Vincents fundraising calendar (available on the Club website), so all can see. Please contact PRO@StVincentsGAA.ie to have an event published.

2 Association Guidelines

All fund raising must be in line with the relevant association official guidelines.

2.1 Association Guidelines

Below are links to the three Associations' guidelines for fundraising activities.

Association	Hyperlink *	Association website
GAA	https://www.gaa.ie/api/pdfs/image/upload/fngwhxnwotm40amsloi8.pdf	www.gaa.ie
The Camogie Association	https://camogie.ie/news/fundraising-toolkit-for-clubs/	www.camogie.ie
LGFA	https://ladiesgaelic.ie/lgfa-hub/clubs/funding-opportunities/	www.ladiesgaelic.ie
"	https://ladiesgaelic.ie/wp-content/uploads/2011/02/Fundraising-Pack.pdf	"

2.2 Other Guidelines

Association	Hyperlink *	Association website
Charities Regulator	https://www.charitiesregulator.ie/media/1083/guidance-for-fundraising-english.pdf	www.charitiesregulator.ie

*Note these are accurate at the date of publication, but are subject to change, so please refer to the Association Website for latest versions.