

Grants, Sponsorship & Raffle

By-laws

By-law: Grants, Sponsorship & Raffle By-laws	Approved by: Board of Directors
Version: V1 - May 2017	Review Date: 23 May 2020

1 Purpose

This By-law provides rules for Keppel Bay Sailing Club Limited (The Club) in supporting community organisations and individuals through making grants, and providing sponsorship for events and activities, including conducting raffles on Club premises.

2 Grants & Sponsorships Statement

2.1 The Club, in fulfilling a role of returning profits to sport and the community, realises that it will not be able to fulfil all requests for grants and/or sponsorships. Therefore, the Club has devised the following By-laws to guide decision makers as to the appropriate direction the Club should take regarding grants/sponsorships.

2.2 It is understood that prior to fulfilling this role the Club's priority is to the continual development and support to the sport of sailing, and improvement of its own premises, which will be for the benefit of the wider Capricorn community who utilise our facilities.

3 Grants & Sponsorships

3.1 The Board of Directors is ultimately responsible for determining who will receive funding in the way of grants and/or sponsorships.

3.2 Local organisations that utilise the facilities of the Club and/or support or promote the activities of the Club will be given priority when considering requests for grants and sponsorships.

3.3 Where possible the Club is to provide club vouchers for prizes in raffles and offer of the use of the function room, free of charge (if appropriate), to encourage individuals and organisations to utilise the Club facilities and provide them with incentives to organise their own fundraising.

- 3.4 The Manager may determine immediately any requests for support up to the value of \$250 for each request, within budget limitations. The Manager will provide the Board with details of any such support so that these can be tabled at the monthly Board Meeting.
- 3.5 The Manager of the Club is directly responsible for the response to all respective individuals/organisations that request grants or sponsorship as determined by the Board of Directors.

4 Raffles Statement

- 4.1 The Board of Directors understands and supports the concept that kindred bodies rely on the proceeds obtained from running raffles as a primary means of raising much needed funds. These funds support the running of their individual sports/organisations.
- 4.2 The Board of Directors requires that those kindred bodies approved to run raffles, respect the rights of the patrons to enjoy their attendance at the Club, without being pressured to participate in activities. These By-laws support patrons and kindred bodies in mutually attaining these objectives.
- 4.3 This policy is based on the requirements of the *Charitable and Non-Profit Gaming Act 1999*.

5 Raffles

- 5.1 The Board of Directors decides who will be permitted to carry out raffles on Club premises. Preference will be given to the Club's Sailing Raffles.
- 5.2 All individuals/organisations conducting raffles on Club premises must do so within the guidelines set by Management.
- 5.3 It is a requirement that the approved organisations ensure that person/s conducting raffles on behalf of the organisation:
- (a) are familiar with and abide by these By-laws;
 - (b) at no time pressure or hassle patrons into buying tickets; and
 - (c) identify themselves and the organisation for which they are conducting the raffle.
- 5.4 The Club believes that a greater return than that provided within the Act, should be given to patrons and therefore preference will be given to organisations that provide a greater return than provided within the Act.
- 5.5 Organisations conducting raffles are not permitted to enter private functions for the purpose of conducting raffles.
- 5.6 Private functions are permitted to conduct their own raffles only within the confines of the function areas and as permitted by management.
- 5.7 Winning numbers may be notified to patrons through the Club's intercom system and/or through the entertainer's system.

- 5.8 The Club is held accountable for all raffles held on its premises. Approved organisations are required to provide the Club with a duly audited account of their organisation's raffle proceeds for the year.
- 5.9 Organisations are to conduct the raffles only from the area designated by the Manager.
- 5.10 The Board will deal directly with any infringements to these By-laws and may direct the forfeiture of the organisation's permission to conduct raffles on Club premises.
- 5.11 Staff are required to notify the Duty Manager of any breaches of these By-laws and Management is to notify the Board of such breaches.