

## FUNDRAISING AND SPONSORSHIP

<b>Approving authority</b>	Baseball Queensland Board of Management
<b>Approval date</b>	23 02 2023
<b>Next scheduled review</b>	2025
<b>Description</b>	The purpose of this document is to provide guidance to and detail the standards expected of members of the Baseball Queensland community who wish to engage in fundraising activities, including the securing of sponsorship.
<b>Relevant policies</b>	<ul style="list-style-type: none"> <li>Conflict of Interest Policy</li> <li>Gifts and Benefits Policy</li> <li>Information Technology Code of Practice</li> <li>Social Media Policy</li> </ul>
<b>Related documents</b>	<ul style="list-style-type: none"> <li><a href="#">Australian Sports Foundation</a></li> <li><a href="#">Justice Connect: Guide to Fundraising in Queensland (2020)</a></li> </ul>

### 1. PRINCIPLES

This policy applies to all fundraising activities undertaken and which are directly linked to Baseball Queensland teams, programs, events or individuals representing Baseball Queensland. Fundraising activities include, but are not limited to:

- Requesting donations to help a team, program or event (whether in person or online)
- Selling merchandise or memberships where some or all of the profits will go towards helping a team, program or event;
- Holding events to raise money for a team, program or event.

Individuals seeking personal financial support directly in relation to their affiliation with Baseball Queensland are also bound by this policy.

Fundraising activities will be undertaken through the [Australian Sports Foundation](#) online platform.

### 2. STANDARDS

The following standards apply when undertaking fundraising or seeking sponsorship.

- Fundraising activities carried out by Baseball Queensland will comply with all relevant laws including the *Charitable and Non-Profit Gaming Act 1999*.
- Anyone undertaking fundraising activities must adhere to the relevant Queensland laws which apply. If online fundraising is undertaken, it is essential that the relevant laws in other states and territories are reviewed to ensure compliance.
- Any communications to the public made in the course of carrying out a fundraising activity shall be truthful and non-deceptive.
- All monies raised via fundraising activities will be for the stated purpose of the appeal and will align with the objectives of Baseball Queensland's [Strategic Plan](#).
- Any personal information collected by Baseball Queensland is confidential and is not for sale or to be given away or disclosed to any third party without consent.
- Nobody directly or indirectly employed by or volunteering for Baseball Queensland shall accept commissions, bonuses or payments for fundraising activities on behalf of the organisation.
- No general solicitations shall be undertaken by telephone.

- Any fundraising conducted door to door by minors must be undertaken under the supervision of an adult.
- Fundraising activities should not be undertaken if they may be detrimental to the good name or community standing of Baseball Queensland.
- Financial contributions will only be accepted from companies, organisations and individuals the Board considers ethical. Companies and organisations specifically excluded from making financial contributions to Baseball Queensland include gambling, tobacco and alcohol companies.
- Fundraising activities must first be discussed with the Chief Executive Officer who will advise individuals/groups on relevant processes and procedures to be followed and ensure that no conflicts of interest with current sponsors exists.
- The Chief Executive Officer will notify the Board of fundraising activities and seek approval for any major (>\$10,000) sponsorships.

### 3. DEVELOPMENT, REVIEW AND APPROVAL HISTORY

Version No	Developed/ Modified by	Content authorised by	Approving Officer	Date of Effect	Last Reviewed
1	Andrea Marshall Gareth Jones	Board of Management	Board of Management	23-02-23	