



IBCPC Fundraising Disbursement Policy

Purpose: Formalize the process to disburse International fundraising dollars to IBCPC festival participants while taking into consideration the time each participant has been a team member during the fundraising cycle.

Scope: This policy applies to all general members wishing to attend IBCPC festivals.

Objectives: Use the honour system by not overseeing member participation in fundraising or other team activities, and encourage members to support the SA core values of respect, accountability, teamwork, community commitment, integrity and passion.

Definitions:

- **Membership year:** November 1 to October 31.

Fundraising period: A fundraising period is the same as a membership year which is November 1 to October 31 however, to qualify for a fundraising period the member must register prior to July 1 of the membership year.

- **Fundraising cycle:** The period of time between International Festivals. (usually 4 years)

Procedures:

Disburse funds equally among IBCPC festival participants based on team membership during the fundraising cycle leading up to the International Festival.

The end of a fundraising cycle will be determined by a team motion.

Calculation of shares will be performed once the fundraising cycle has come to an end, and shares will be calculated based on membership during each of the fundraising periods.

A member qualifies for a fundraising period as long as they register prior to July 1 of a membership year.

The calculation sheet will be made available for viewing on the team's Google Drive and disbursements will be made at least 2 weeks prior to the International event.

Related Documents:

- IBCPC fundraising calculation sheet.
- SA fundraising disbursements proposal

Date:	Comments:
February 2024	Approved at the February 27 th Team meeting