FUNDING AND ALLOCATIONS

Mission of Allocations:

Allocations to sports clubs are not be considered their primary source of income. The executive board of the SCC has the right to grant or deny an allocation under their discretion. The executive board furthermore has the right to revoke any and all allocations after they have been granted.

Purpose:

The purpose of these guidelines is to ensure that all clubs receive equal treatment in the allocation process. The Allocation Committee shall consist of E-Board and the SCC Advisor.

Eligibility for Funds:

Those clubs that are active members (see constitution for more details) in good standing with the SCC at the time they are requesting are eligible to receive funds.

Active Member in Good Standing includes:

1. Listed with SALP and re-register each year.
   - An active clubs name will appear on the RSO web site
   - List your Club under “sports and recreation”
2. Must have a list of all current members
   - Have a completed “conduct agreement” by each member on file
   - Adding players
     ▪ need to add them to the club member list
     ▪ Complete a “conduct agreement”
     ▪ File it with the club advisor within one week of new member status
3. Attendance at the SCC meetings as listed in the by-laws

Eligible items for allocations:

1. League or Association Fees
2. Tournament Fees
3. Practice Space
4. Game Space
5. Storage fees (boats, horses)

Revised Jan2012
Items NOT covered by SCC:

- Expenses that are considered the responsibility of the club include, but not limited to:
  - Referees – Coaches – Awards – Banquets – Refreshments - Meals
  - Uniforms - Insurance Costs - Travel costs (car maintenance, gas, rentals etc)
  - Hotel costs - Personal equipment
  - All items not authorized by the SCC E-Board prior to purchase

Allocation Process:

The SCC E-Board oversees the process. The SCC Advisor has to sign off on all allocations before they are final.

Each club shall prepare a proposal to include a budget for each current semester.

Budget worksheets are available on the SCC web site. They must be complete and turned in by the deadlines established by the E-Board.

Late budgets will not be eligible for allocations in that semester.

The Committee (E-board) will evaluate all budgets according to the criteria.

Each club will be given the opportunity to present a 3 minute oral presentation about their requests at a pre-established meeting. They should also be prepared to answer questions by the Committee. (NOTE: Committee members can not present for their club)

Budgets

- Should be accurate numerical summaries of all club’s expenses versus all its revenues, together with their balance. Revenues may range from dues and gate receipts to gifts and fundraising. Expenses should be broken down in each of the sections allotted for expenses in the budget

Allocation Formula

- After each club presents their budget – the committee reviews and determines what total amount the club is eligible to receive in allocations.
  1. Each committee member allocates an amount to the presented club. This amount can be $0 – the total amount eligible and any amount in between. There is no definition to how the amounts are chosen.
  2. Each committee member’s amount is recorded and totaled per the presented club.
  3. Total amount is then adjusted, relinquishing the highest and lowest amounts allocated. Leaving and adjusted average.
  4. The adjusted average for each club is then multiplied by the multiplier giving a Final Allocation Amount for each club. The total final allocated amount for all clubs must equal the total amount being allocated.

Revised Jan2012
NOTE: The multiplier is determined by the total amount of allocated funds possible divided by the adjusted average total for all clubs.

**EXAMPLE:**

**ALLOCATION PROCUCESS FORMULa**

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<thead>
<tr>
<th>A</th>
<th>B</th>
<th>C</th>
<th>D</th>
<th>E</th>
<th>F</th>
<th>G</th>
<th>H</th>
<th>I</th>
<th>J</th>
<th>K</th>
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<td>Adjusted Average</td>
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</table>

**Formula Process Explained**

1. Eligible funds are established by said clubs budgets and approved by the committee (B3-B21).
2. Each committee member (CM) gives dollar amount they wish to allocate to each club ($0- amount eligible for)
3. The delegated amounts given by each CM is totaled = Total Average (H3-H21)
4. Adjusted average is the total average less the high and low amounts (I3-I21)
5. Final Allocation is determined by taking the Multiplier (H23) times each clubs adjusted average
6. Total Amount Allocated (E23) and total of Final Allocated Amount (J22) must equal
7. Column K is the percent each club was allocated per the total amount that was available

**Definitions:**

Team Name = said represented club
Eligible For = amount determined by the clubs budget approved by committee for which they can receive funds for
Committee Members = consists of E-Board and Advisor
Total Amount to Allocate = is set by that semesters census and any added funds that may have been swept from prior semesters
Adjusted Average = total amount less the high and low value delegated by each committee member
Final Allocated Amount = amount club is eligible to receive
Multiplier = determined by the dividing Total amount to Allocate by Total adjusted average

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