

Grimsley Athletics Booster Club

General Guidelines

Booster Club General Funds and Team Funds

- It is Booster Club Policy that, to receive access to Booster Club funding (whether from general funds or from team-specific funds), a team's families must have Booster Club memberships (of any level) equal to a minimum of twenty-five (25%) of the number of its team members. Any type of family/individual membership is sufficient.
- Requests for allocation of Booster Club **general funds**:
 - To the extent that teams may need additional funds from the Booster Club, teams are requested to prepare a budget in advance of their seasons. Where possible, requests should be submitted as far in advance as possible of any particular need or deadline. The Booster Club board needs time to assess the request in light of its budget and projected revenues and based on other pending requests from the athletic department and other teams.
- Requests for allocation of **team-specific funds**:
 - Though teams largely receive discretion in how they may wish to allocate team-specific funds that are separately tracked in the Booster Club account, it is strongly preferred that team-specific funds should be used for items that will have a multi-year impact and for which the athletic department is unable to provide sufficient funding. These categories may include certain team equipment, practice aids, team gear that will be used for multiple years (e.g., golf bags that are kept by the school, individual equipment bags that are kept by the school and re-used from year-to-year, pre-game warmup suits that are kept by the school, etc.), and other miscellaneous sport-related items.
 - Though the athletic department has a rotation schedule for when it will purchase team uniforms, from time-to-time there may be exceptional circumstances when a team may need to purchase its own uniforms with team-specific funds. If this applies to your team, contact the Booster Club before you place any orders to seek pre-clearance.
 - Travel expenses for teams/coaches are generally handled by the athletic department. If you want to use team-specific funds for any travel-related expenses that the athletic department is unable/unwilling to cover

due to exceptional circumstances, contact the Booster Club before you incur the expense to seek pre-clearance.

- Notwithstanding the general discretion referenced above, there are certain limitations on the use of team-specific funds:
 - Pass-through items to individuals (such as individual spirit pack items, t-shirts, other clothing that will be kept by the individual player) should be separately purchased by any families/individuals wishing to purchase such items.
 - The Booster Club does not purchase food items or pay for year-end team parties/trophies/banquets. Thus, any pre-game meals, any post-year celebrations, and any individual trophies (if you have such) should be paid for directly by team members/families and/or handled separately from the Booster Club.
- If you are unsure whether an expense is acceptable, check with the Booster Club first!