

TO: ALL COACHES

FROM: YS ALL-SPORTS BOOSTER CLUB EXECUTIVE COMMITTEE

RE: TEAM ALLOCATION MONEY REIMBURSEMENT

DATE: 6/1/2009

Hello Coaches,

First, thanks to all of you for a GREAT year of York Suburban athletics. Your teams have undoubtedly given us one of the best years ever in what you've accomplished in your respective sports. I know as a fan and as a parent, it was as enjoyable and thrilling as it gets!

As the school year comes to a close, I do need your assistance. As you know, one of the main functions of the Booster Club is to provide supplemental funds (team allocation money) to be used at the discretion of the coach in a way that benefits all the kids on that team or squad to assist in their ability to achieve success on the field, on the court, in the pool, and on the links.

I know many of you can attest to the various things team allocation funds have been able to provide your teams over the years. Obviously, we want that to continue. However, there have been a few instances this year which make it necessary to revisit and reinforce a few key elements of the team allocation money policy and how the money should be utilized to benefit the entire team. This information will also be provided to your respective team rep so if there are any questions or concerns, you can ask them, or contact me directly.

Please take a minute to review these key elements of the Booster Club Team Allocation Money Policy as it will be strictly enforced as we move into the 2009-10 school year.

I sincerely appreciate your support.

Regards,

Bob

Bob Perina
President
YS All-Sports Booster Club
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YS BOOSTER CLUB TEAM ALLOCATION MONEY POLICY

IMPORTANT FACTS TO REMEMBER

- A Team Allocation Money Request Form **MUST** be filled out
- All team allocation money requests must be ***pre-approved*** by the Booster Club, the Athletic Director, and Mr.Greenholt ***prior to*** any funds being dispersed. If an allocation request does not follow the proper procedure, the expense will be **disallowed**. Please allow 2 weeks for the approval process, and money to be made available. If the funds are not approved, that coach and team rep will be notified by the Booster Club or Athletic Director
- All team allocation funds made available to the team are a direct result of that team's participation in Booster Club fundraising activities and active participation in the **Team Allocation Event Sign-Up Day** held at the start of the school year (Team Reps and Coaches will be notified well in advance of the sign-up day so a representative for that team can attend)
- All receipts are mandatory to assure reimbursement to a specific individual or business
- For team allocation funds to be approved, the **ENTIRE** team must realize a benefit.
- The Booster Club will only approve up to the available team allocation balance at time of team allocation request; if a requested purchase will go over the available balance, the coach will be notified of the negative balance and it will be the individual responsibility of that coach and team to pay the difference or withdraw the request.

Examples of APPROVED team allocation funds

- >Durable equipment purchases where current team and future teams will benefit**
- >Outside team training (indoor, outdoor) where everyone is invited to participate**
- >Off-season team participation in various league competitions**

Examples of REJECTED team allocation funds

- > Small percentage of a team, or individual coach will benefit exclusively from team allocation funds**
- > Incidental food expenses incurred during team travel to and from away athletic competitions; (not included in this would be a pre approved function where a specific food event is planned by the team)**
- >Use of another team's team allocation money:**

-9th grade teams that currently receive allocation money will not be allowed to transfer their funds to a same sport Varsity team where those funds benefit only members of that Varsity team;

-Varsity teams with split boys and girls teams will only be allowed to use funds allocated to those respective teams unless the funds have unisex application.