



HMFSC Volunteer & Fundraising Policy

Purpose

As a nonprofit, volunteer-driven organization, the Heart Mountain Figure Skating Club (HMFSC) relies on the active participation and support of its members and families. This policy outlines the annual volunteer and fundraising commitments required of members and the deposit structure used to ensure accountability and equitable contribution across the Club.

Volunteer and Fundraising Requirements by Membership Level

Membership Level	Volunteer Commitment	Fundraising Commitment	Deposit Structure
Primary Member	20 volunteer hours per membership year	\$200 in fundraising (monetary or in-kind)	\$100 Volunteer Deposit \$200 Fundraising Deposit
Secondary Member	10 volunteer hours per membership year	\$100 in fundraising (monetary or in-kind)	\$50 Volunteer Deposit \$100 Fundraising Deposit
Introductory Member	Encouraged but not required	Encouraged but not required	None
Associate Member	Optional	Optional	None
Full Coaching Member	Must assist at one HMFSC event or activity per year	Encouraged but not required	No deposit; activity-based commitment
Affiliate Coaching Member	No formal requirement	Encouraged to participate in fundraising events	None

*Household Cap: Total deposits are capped at \$150 and 30 hours for volunteering and \$300 for fundraising per household, regardless of the number of members.



How Commitments May Be Fulfilled

Volunteer hours may be fulfilled by:

- Helping at club events and competitions (setup, check-in, hospitality, teardown)
- Supporting fundraisers and test sessions
- Serving on a special project
- Assisting with administrative or communications tasks

Fundraising commitments may be fulfilled by:

- Participating in club-sponsored fundraisers
- Donating or soliciting raffle or auction items
- Securing local sponsorships for the club
- Making a direct financial contribution

Deposits, Tracking & Refunds

- Deposit Collection: Deposits are collected at the time of membership registration.
- Tracking: Members are responsible for tracking and submitting hours and contributions using the official HMFSC tracking system (online or via form).
- Refunds: Deposits will be refunded or credited by July 31 of each year upon confirmation that all commitments have been met.
- Unmet Requirements: Deposits will be retained by HMFSC to support club programming and operations if requirements are not fulfilled.

Special Circumstances

Members who anticipate challenges in meeting these commitments may submit a written request to the HMFSC Board for consideration. The Board may offer alternate arrangements on a case-by-case basis.



Acknowledgment and Signature

By signing below, I acknowledge that I have read, understand, and agree to abide by the Heart Mountain Figure Skating Club Volunteer and Fundraising Policy. I understand the annual deposit structure and the requirements needed to receive a refund at the end of the membership year.

I agree to fulfill my family's volunteer and fundraising commitments or communicate with the Board if alternative arrangements are needed.

Member Name (Printed): _____

Signature: _____ Date: _____

Additional Household Members (if applicable):
