**LRLL - All Star Fundraiser and Expense Guidelines**

**Overall**

The first thing every coach and parent should be aware of is any money that comes from Lewis River Little League to assist with State Tourney expenses is meant to *Supplement* the costs, not pay for the trip. State expenses will primarily be the responsibility of the families involved. An entire week in Seattle, Spokane, etc. for a team of 12-14 kids can run anywhere from $5,000-8,000 in total.

Teams can further off-set the cost of travel for players by fundraising prior to the state tourney. The guidelines for fundraisers and how money from LRLL can be spent are outlined below.

The guidelines below are meant to be followed by the coaching staff, who will have some latitude in what areas and how the league funds are utilized.

**Lewis River Little League Provided Funds**

Each year the LRLL board will vote on whether the league has sufficient funds to contribute to state and/or regional all-star travel expenses.

The general guideline is up to $2K per team for those teams traveling more than 75 miles one way to the state tournament. This amount will be amended downward if the state tourney is simply driving time and all that is required is some help with gas/transportation or for other reasons.

If a team makes it to the championship round, or at least day 6 of the tourney, they can ask for additional funds. The board must determine if sufficient funds are available.

**Fundraising**

All fundraising for all-stars must be parent led, as Little League rules do not allow more than one player only fundraiser per year (our Hit-a-thon). This means parents must attend and participate in fundraisers, players can attend and assist.

All fundraising money, donations, etc. must go to Lewis River Little League. All checks must be made out to Lewis River Little League. At NO TIME will coaches or parents collect funds or have checks made out to them personally. These rules are in accordance with Little League International and Lewis River Little League’s tax status as a 501(c) non-profit organization.

Fundraisers may be league specific vs. team specific, and in those cases, all fundraising monies must be split between teams that are currently participating in state tournaments. For example, a Lewis River fundraising night at a local restaurant is money that will be split among teams currently or soon to be playing in state tournaments. Car washes, yard sales, etc. can be assigned to individual teams. Monies from those activities are to be turned into the league Treasurer, who will account for each team’s funds and then re-distribute those funds as necessary. Managers or parents are not to “hold” donations personally.

All monies not spent at the end of the tournament, go back to the league general fund for the benefit of the entire league.

If fundraising guidelines are not followed, it can lead to the suspension or removal of coaches and others involved. The integrity and credibility of our league is always at stake when asking for personal or business support for our players. We expect all coaches, parents, and others to uphold our guidelines and look after the good reputation of Lewis River Little League.

**What funds from LRLL and Fundraising activities can be spent on:**

**Player Lodging Expenses**

If staying in a hotel, multiple players can share a room. League funds can be used to pay for the room or part of the room where players stay only. League funds cannot be used to pay for the lodging of families. If each family has their own room with their players, a portion of the room cost can be reimbursed equally for each family (any such reimbursements should be the same for all players/families)

*Examples of how to reimburse*:

* 4 players stay in hotel room together @$100 per night for 3 nights. League pays for $300 hotel bill.
* 2 players stay in hotel room with parents @100 per night for 3 nights. League reimburses $150 for room, parents pay $150.
* Players stay with family in 12 different rooms @100 per night for 3 nights. League reimburses each family $25, families each pay $275.

The amount actually paid is determined by how much funds the team actually has. If enough fundraising is done, the team can afford to pay more for each room.

**Player Meals**

LRLL funds can be used to pay for reasonable group meals for players. It is highly recommended if staying in a hotel, that teams pick one with complimentary breakfast.

It is recommended that coaches and parents coordinate Potluck dinners. Many hotels have BBQs and kitchen areas that can be utilized to provide healthy, economical meals.

Examples of reasonable group meal choices are Subway, Chipotle or other reasonably priced options. It’s recommended that these are group meals vs. trying to individually reimburse people for meals.

**Team Activities**

If there are sufficient funds available after fundraising and paying for lodging, transportation, etc., teams can use some funds for team bonding/fun activities (Examples: Movie night, aquarium, other reasonably priced tours, etc.).

**Transportation**

Funds can be used to reimburse for gas for those cars transporting players or coaches. It is suggested that players travel together to tournaments, as part of the state experience is players spending more time together. This also makes it easier to reimburse gas for just a few drivers rather than equitably giving each family a small amount.

Examples:

* All players travel in 4 cars. Reimburse all 4 cars for their gas receipts for ~$50 each.
* Players travel with their families. Reimburse 10 families $20 each for driving players mostly separately.

**Expense Tracking**

* All expenses paid for with LRLL funds and fundraiser money must be tracked and reported as part of our annual submission to the IRS. Therefore, all teams must account for, track all money, and submit receipts for all funds spent during their trip. It’s expected that a full accounting be provided back to the league treasurer within a week of the team being eliminated from a tourney.
* A template will be provided to each coaching staff to fill out for expense reimbursements.
* All monies not spent are returned to the league’s general fund for the benefit of the entire league.

For teams playing a local state tourney, the league will organize a BBQ, Pizza night, or the like for those teams, but no expenses will be reimbursed.

If you have any questions, please contact the league treasurer or president.