

## SPORT CLUB COMPLIANCE CHECKLIST

### REQUIREMENTS

#### Meetings & Events (40 Points)

- Fall Involvement Fair Attendance - 5 Points
- Spring Involvement Fair Attendance – 5 Points
- Fall Meeting – 15 Points
- Annual Report – 25 Points

#### Sport Club Council Meetings (30 points)

- September - 5 Points
- October - 5 Points
- November - 5 Points
- February - 5 Points
- March - 5 Points
- April - 5 Points

#### Treasurer’s Trainings (10 Points)

- Attendance - 5 Points
- Quiz Completion - 5 Points

#### Safety Training (10Points)

- Attendance - 5 Points
- Quiz Completion- 5 Points

#### Fundraising (5 Points Maximum)

Unless stated otherwise, every sport club is expected to generate \$1,000 in revenue.

A club shall earn one point for every \$200 raised.

For credit to be received, the club must submit a Fundraising Report.

### DEDUCTIONS

#### Failure to Submit an Incident/Accident Report Form

- First time offense - Written Warning
- Subsequent Offenses - 5 Point Deduction for each offense

#### Unexcused Missed Practices

- First Offense - Written email warning to club and reminder of cancellation policy
- Second Offense – **5 Point Deduction**; Written email notification
- Third & Subsequent Offenses - **5 Point Deduction**; written email notification; potential cancellation of future scheduled practices

### POINTS BREAKDOWN

Points	Allocation Amount Awarded
<b>100 – 90</b>	100%
<b>89 – 80</b>	90%
<b>79 - 70</b>	80%
<b>69 - 60</b>	70%
<b>59 - 50</b>	60%
<b>49 - 40</b>	50%
<b>39 - 30</b>	40%
<b>29 - 20</b>	30%
<b>19 – 10</b>	No Allocation Awarded
<b>10 - 0</b>	