



QCYC Sponsorships and Grants Policy 		Approval Date:	19 May 2020
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		Version No:	1 of 2020
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PURPOSE

This policy is published for the information of Sponsors, Donors and Grants sources and Club members. The policy is designed to ensure that the Club best utilises each and every opportunity available to engage with sponsors, donors and grants providers (financial supporters). It provides a framework around the mutual fulfilment of expectations of the Club and its financial supporters through appropriately documented agreements defining deliverables, obligations and time frames, measurement of performance and reporting, dispute resolution and management of each engagement.

POLICY STATEMENTS

The Club has identified the following categories open to sponsorship or engagement with financial supporters:

- (a) Brisbane to Gladstone Yacht Race;
- (b) Surf to City Yacht Race;
- (c) Club Summer series and Bribie Cup;
- (d) Club Winter Series;
- (e) Vintage Yacht Regatta;
- (f) General Club operations including Club House, Grounds, Marina, Bar and Restaurant;
- (g) Specific targeted fundraiser projects;
- (h) Identified Grants available.

PROCEDURE

1. The club will maintain an electronic register to record details of each agreement as reached with any financial supporter;
2. All agreements between the club and any financial supporter shall be recorded in writing and as far as practicable apply over the course of each financial year or multiple successive financial years as the case may be;
3. The Club will ensure that any financial supporters wishes as to confidentiality under agreement are met and documented under agreement to the extent as allowed under the law;
4. The Club will at all times ensure that Financial Supporters interests are promoted to Club members and the broader community;
5. The Club will not allow any of its social media or publicly available electronic channels or any platform over which it may have possession or control, to be used as a mechanism to disparage or denigrate the reputation of a financial supporter under any agreement with the Club.
6. The Club will ensure that it monitors the performance of each agreement with the respective financial supporters to ensure compliance with terms and conditions;
7. The Club will ensure that a standard dispute resolution mechanism is in place for each agreement;
8. The Club will ensure that each financial supporter is canvassed regularly for feedback in relation to each arrangement in order to canvass any improvements in service delivery which may be pursued;
9. All enquiries from any interested or potential financial supporter of the Club shall be directed to the Club office to be actioned by the management committee;
10. Club members are encouraged to notify the management committee of any opportunity which may come to their attention in relation to any potential financial supporter engagement with the Club.