

## **IABC Fundraising Initiatives**

### Annual Ram Pride Champions Breakfast

The main IABC fundraiser is held the second Friday in October. Coaches are asked to attend, and to provide team captains to help with serving the meal.

Any team supporter may buy seats or tables at the breakfast to help their team raise funds. 50% of the ticket sale proceeds go into the team's account with the other half going into the IABC general fund for grant awards.

During the breakfast, the IABC requests general fund donations, which are used to provide grants to all teams.

### Fall, Winter & Spring Sports Programs

IABC supporters sell advertisements and "shout-outs" for inclusion in the program. All ad revenue is placed in the general fund, and 50% of shout-out revenue is put in team-specific funds.

### Dine at Duke's Greenlake – April

This weeknight event is a fun, community-building fundraiser.

### GiveBIG – May

Sponsored by The Seattle Foundation. Donations made to IABC during this one-day, online charitable giving event will be stretched by TSF with a prorated portion of their matching funds.

**\*\*\*Coaches and team parent groups must submit fundraising approval forms to the Athletic Director and IABC before launching any fundraising efforts\*\*\***

## **IABC Grants**

Grants are disbursed from the general fund in December and May. Head coaches should submit general fund Grant Request forms to the Ingraham High School Athletic Director.

A disbursement committee made up of the officers and at least three members of the IABC Board of Directors award grants. The general order of priority is:

- what will benefit the most athletes
- funding expensive team equipment
- training seminars, camps, clinics or tournaments for athletes
- team-building events
- special transportation requests
- team awards

### **Tips for effectively requesting grants:**

- provide as much information as possible including costs and priorities (**be specific!**)
- submit your request by the deadline (**be on time!**)
- be present at the meeting to make your case (**be there!**)
- have a team captain or player at the meeting to present the need
- discuss alternative plans (e.g. fundraising) if the IABC is unable to grant all of the requested funds

IABC keeps a minimum of \$1000 in the general fund for emergency needs.

## **What Funds are Available to Coaches?**

Each sports team has an individual account maintained by the IABC treasurer. The funds in this account may be used **at any time** when requested by the team's **head coach**. *Contact your team Liaison or the IABC treasurer to determine the amount of funds available.*

To receive team-specific funds, present an *original* invoice or receipt, along with a completed disbursement request form, to the IABC treasurer. Funds are disbursed by the Alliance for Education. It may take up to three (3) weeks to receive a check.

Funds in the team account may be used as the head and assistant coaches see fit. However, items of a safety nature **MUST BE** provided by the Seattle School District.

### **Deposits into Team Accounts**

Deposits can be left in the IABC box in the office at Ingraham HS or mailed to the school.

**\*\*NO CASH will be accepted\*\*** All checks should be made out to IABC/AFE. Please include team account name (e.g. Baseball, Girls Soccer, etc.) and the purpose of the deposit (e.g. donation, uniform reimbursement, Shout Out, etc.) on each check or note it on a separate piece of paper included with the deposit.

### **Team Liaison**

Each team is provided a liaison from the IABC Board of Directors. Team liaisons will contact coaches to provide assistance and answer questions.

### **IABC needs volunteers!**

The IABC, formed in 2011, is still in its formative phase. Please encourage athletes' parents to get involved in IABC! Help, comments and ideas are much appreciated. IABC is here for all teams!

## What is the IABC

The Ingraham High School Athletic Boosters Club (IABC) was formed to:

- promote awareness of the important relationship between success in athletics and academics
- develop and implement fundraising opportunities
- provide an equitable system for disbursing funds to all teams
- promote attendance and spirit at all athletic events
- provide scholarship assistance for athletes in need
- provide appropriate parent -- oriented assistance to IHS Athletic Department staff

The IABC board of directors is made up of four officers (President, Vice-President, Secretary and Treasurer) and up to twelve directors.

The IHS Athletic Director advises the IABC Board of Directors, represents the coaches and teams, and offers perspective on school district policies.

The board of directors meets monthly and holds an annual meeting in late spring.

*IABC is affiliated with the Alliance for Education, a 501c3 non-profit. All donations are tax deductible and many businesses match donated funds.*

## Calendar of events

### September

Deadline: Shout Outs/Ads - Fall Program

### October

#### **Annual Ram Pride Champions Breakfast**

(2<sup>nd</sup> Friday in October – No school day)  
Fall Sports program distributed

### November

Q&A with coaches and IABC officers  
Grant request letter sent to coaches  
Grant requests due to IABC – 3<sup>rd</sup> Friday

### December

#### **Winter Grant disbursement meeting**

Deadline: Shout Outs/Ads-Winter Program

### January

Winter Sports Program distributed

### March

Deadline: Shout Outs/Ads – Spring Program

### April

#### **Dine at Duke's Fundraiser**

Spring sports program distributed  
Grant request letter sent to coaches  
Grant requests due to IABC – last Friday

### May

#### **Spring Grant Disbursement meeting GiveBIG Online Fundraiser**

### Late May/early June

#### **Annual IABC General Meeting –**

Election of officers for next year



## COACHES' GUIDE

### IABC

## Ingraham High School Athletic Boosters Club

### IABC Vision

To prepare student-athletes for life by promoting excellence in academics and athletics, and by building leadership and teamwork skills

### IABC Board Meetings:

Usually the 2<sup>nd</sup> Weds. of the month  
7pm, Ingraham Library

### 2014-15

10/16, 11/12, 12/10, 1/7, 2/5, 3/11, 4/8, 5/13  
Thurs 5/28 IABC General Meeting