

FUNTEAM GROUP ORGANIZATIONAL PLAN

FunTeam Alberta aims to provide a low cost, family oriented, volunteer driven model of sport and recreation where families can participate together in an environment where there is no pressure to develop skill and relationships in their community. We stress a non-competitive focus to sport and want to seek out dedicated volunteers that want to bring this idea to life. For more information please visit our website.



This form is designed as a tool for groups just starting out to help organize a FunTeam season and think through different details that may be applicable. Please keep in mind while filling out this form that it is based on your community/groups needs and requirements will vary based on the size of your group. Once completed, please submit to the FunTeam office for review.

Who will be responsible for being the main contact for this proposed FunTeam group? This person will be responsible for staying in regular contact with the FunTeam office, overseeing group operations, completing registration requirements in a timely fashion, and being a strong ambassador for FunTeam programming in the community.

Name: _____

Email: _____

Phone: _____

Mailing Address: _____

Community/Proposed FunTeam Group location: _____

What makes you the best fit for this role and why do you want to get start a FunTeam Group started in your community?

How did you hear about FunTeam Alberta? What do you know about FunTeam Alberta and our approach to sport and recreation?

It is important that the values of FunTeam are embraced when starting a FunTeam group and planning for the upcoming season. Please answer the following questions about some of the key principles that have to be thought about in your planning process:

Low Cost

FunTeam Alberta encourage that groups keep their yearly fees as low as possible when they can so more families can participate in sport. FunTeam Alberta only charges \$10 for our annual membership. What ways will this group work to keep costs low? How can FunTeam Alberta assist?

Manageable Time Commitment

Making sport accessible for everyone doesn't just come from keeping costs low but realistic as well. We believe that group should only be organized to play 1-2 times per week. Family, school, and other activities are important in the development of kids as well. Please outline your proposed schedule for the upcoming season:

Fun

This isn't an organization with a competitive mindset. At all. While sport naturally brings out everyone's competitive side (players, coaches, and parents) and we want to see our kids succeed, FunTeam groups should focus on developing skill, having fun, and making new friends in an atmosphere that makes everyone feel safe and comfortable to participate within their own capabilities. How do you plan on accomplishing this during EVERY FunTeam session?

Family Oriented/Volunteer Driven

FunTeam Groups are started just by an idea (usually by an individual like yourself) but requires the help of many more to succeed and sustain. Our belief is that families want to be a part of their kids' lives and their pastimes and should have that opportunity! How will you recruit volunteers that also believe in the FunTeam model?

What is this group going to do to promote the values of FunTeam Alberta:

- a) Before and after sessions: _____

- b) In the stands: _____

- c) When there are problems: _____

- d) Offsite at group meetings and events: _____

- e) Within the community: _____

It is good practice to make a point at the beginning of each season to affirm to everyone that the purpose is for everyone to have a fun, enjoyable experience. Touch on FunTeam principles: Low cost, less competitive, family orientated, manageable time commitment, skilled development, complementary to organized sports, fair, safe & FUN and continue to reiterate this to members and volunteers throughout the season.

Things to think about:

Using your answers from above, it's time to start thinking about the finer details of what needs to make this FunTeam group come to life.

Scheduling:

- 1. Facility available and cost
 - a. Where will your FunTeam group play and practice? _____
 - b. What are the costs associated for facility rental? _____
 - c. What days will your group meet and for how long? _____
 - d. When will the season start and end? _____
 - e. Will you be playing against other FunTeam groups this season? _____

Registration:

- 2. Completing FunTeam requirements for registration
 - a. How many participants are you open accommodating? _____
 - b. Will you be completing registration online or by paper? _____
 - c. Will you require a registration night? Where will it take place? _____

 - d. How will you let your community know about Registration? _____

Fees:

3. FunTeam (currently) only accepts payment in the form of cash or cheque.
 1. How much do you project the season fee for your group to be? _____
 2. Have you thought about the costs associated for purchasing any equipment? What will those be? _____

3. Who will handle the money and be responsible for the FunTeam **Group Budget form** & ensuring it is submitted to the FunTeam office? It is good practice to have a couple people working together to handle the finances. _____

Volunteers:

4. Volunteers are the heartbeat of our organization and their value is immeasurable to the success of a FunTeam Group.
 - a. Which positions will you need to recruit? _____

 - b. How many volunteers will you need based on the number of projected participants? _____
 - c. Will your volunteers require an information night prior to the season start to go over FunTeam values? What are you going to discuss? _____

The organizational Plan is a form of application to see if FunTeam is a good fit for the proposed group and community. It also reaffirms to the FunTeam office that the interested party has prepared for the upcoming season by researching and planning around all of the necessary aspects of a FunTeam season. Once the office staff has time to review the plan they will reach out to confirm whether or not the Group's proposal meets the standards of FunTeam Alberta and if work can be done to adjust any areas that don't meet our standards so a Group can exist in the future.

Please submit your Organizational Plan online at our website: www.funteamalberta.com

