EDMONTON SOUTHWEST UNITED

soccer club | established 1982

POLICY FIN-25-02 | INVESTMENT POLICY

Approved July 6, 2025
Review on July 6, 2026 or before, as required

Policy Purpose

The Board of Directors of Edmonton Southwest United Soccer Club (SWU) has a fiduciary responsibility to safeguard the Club's financial assets and ensure that all investments support and align with the Club's mission, vision, and long-term sustainability.
This policy provides a framework for responsible management of Club funds, ensuring that any investment activity reflects prudent financial stewardship and prioritizes the financial security of the organization.

Policy Scope

This policy applies to all investment activities undertaken by SWU, including, but not limited to, the management of surplus funds generated through registration fees, camps, clinics, and other revenue-generating initiatives.

It establishes the standards, guidelines, and approval process for investing Club funds.

Policy Statement - Conservative, No-Risk Investment Approach

The Board of SWU is committed to a no-risk investment strategy for managing surplus Club funds. These funds, contributed by players and families, are essential to the Club's operations and future programming. As such, the Board will prioritize capital preservation, opting only for secure, low-risk investment vehicles that guarantee the protection of principal.

The primary objective is to generate reasonable, stable returns without exposing Club funds to risk. Currently, the preferred investment vehicle is Guaranteed Investment Certificates (GICs) or similar insured, fixed-income products that provide guaranteed returns.

Investment Approval Process

- All investment recommendations must be brought forward by the Club Treasurer in the form of a formal motion to the Board of Directors.
- No investment of Club funds may proceed without majority approval by the Board.
- Investment options must align with the principles of capital preservation, liquidity, and no-risk returns.
- The Board will periodically review the Club's investment holdings to ensure ongoing compliance with this policy.

Summary

The SWU Board will manage surplus funds using a conservative, no-risk approach that protects the Club's financial security while maximizing safe returns. All investment decisions will be transparent, board-approved, and guided by the Club's fiduciary responsibility to its members.

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Grassroots Program (U5–U9) Refunds

- Refunds will only be considered if requested in writing 14 days or more before the start of the program. These program start dates will be communicated to families by the Club.
- Refund requests received before the deadline will be processed as per the terms above (administrative fee and kit costs deducted).

Competitive Program (U9–U19) Refunds

- Except for the circumstances below, no refunds or credits will be issued for U9–U19 programs after registration:
  - Medical Withdrawal
    - Partial (prorated) refund or credit may be issued if a player withdraws within 14 days of a documented injury or medical condition that prevents continued participation. Medical documentation is required.
  - Relocation Withdrawal
    - Partial (prorated) refund or credit may be considered if a family moves outside the Greater Edmonton area. Proof of relocation is required.
  - Disciplinary Withdrawals
    - No refunds or credits will be provided if a player is suspended or removed from the Club due to violations of the Club's Code of Conduct or Discipline Policy.

Delinquent Payment Policy

- Families using SWU's Monthly Installment Plan must make an initial deposit to confirm registration, followed by scheduled monthly payments.
- Missed Payments:
  - A 5-business-day grace period will apply after a missed payment.
  - After the grace period, a reminder email will be sent to the primary contact, outlining the outstanding balance and next steps.
- If no payment or communication is received within 5 additional business days:
  - A second reminder email will be sent, copying the Team Manager.
- If no resolution occurs within 5 more business days:
  - The player's access to Club communications will be suspended.
  - The Head Coach will be informed that the player is not permitted to train, compete, or participate in team activities until the balance is resolved.
- Accounts remaining in arrears at season's end will trigger an Eligibility Issue, preventing future registrations, including tryouts, camps, or team placements.
  - SWU will notify the Edmonton Minor Soccer Association (EMSA) of unresolved Eligibility Issues, which may prevent families from registering with other clubs or programs until the outstanding balance is cleared.

Additional Notes

Team fundraising, sponsorships, and payments made directly to teams are managed independently from SWU's financial processes. SWU does not oversee or refund these payments. Participants are encouraged to carefully review registration details and deadlines to ensure clarity and understanding of these policies.