



MEMORANDUM OF AGREEMENT- RAITH SUPPORTERS' FUND

This memorandum of agreement sets out in good faith, the arrangement between Raith Rovers Football Club and our supporters who generously make a monthly financial contribution towards the football budget.

Contributors should be aware that because a commitment is being made to the budget, then this in turn is committing the football club to incurring additional spending. For reference, typically players sign for a minimum one season so if the fund was to decrease its member contributions during the season, then the football club would have a projected shortfall which it will be obliged to meet. Ultimately, any unanticipated drop offs in contributions will financially harm the football club.

1. Name

The "Player Development Fund", which was established in 2016 shall be rebranded and continue as the "Raith Supporters' Fund" from 1st July 2019. Referred to in this document as 'the fund'.

2. Fund objectives

- 2.1. To provide a regular monthly financial support to Raith Rovers Football Club.
- 2.2. To run a successful long-term program, promoted by the elected Supporters Director and administered/ promoted by an independent operating committee.
- 2.3. To honour stated commitments and aims to the contributors.
- 2.4. To encourage new and continued contributors through an attractive quarterly prize fund.
- 2.5. To provide a committed split of funding between first team budget and modern apprentices, made available to the football manager as part of the budget provided by the Raith Rovers Board of Directors.

3. Role of Operating Committee

- 3.1. The operating committee shall be headed up by the Supporters Director who is responsible for ensuring integrity of the fund and upholding the objectives. The Supporters Director is the official representative of Raith Rovers Football Club and the ultimate point of contact for contributors.
- 3.2. The role of the committee is to:
 - 3.2.1. Encourage and promote growth of contributors to the fund.
 - 3.2.2. Ensure regular communications are made to contributors and wider fanbase.
 - 3.2.3. Organise and administer the quarterly prize draw.
 - 3.2.4. Maintain the central database of contributors in line with GDPR policy.
- 3.3. The committee will have minimum two additional independent members to assist the Supporters Director.
- 3.4. Committee members will be volunteers and will receive no remuneration.
- 3.5. Committee members will be selected by the Supporter Director based on suitability for the role. There will be no contributors election process, rotation, time restriction or retirement of committee members.
- 3.6. Committee members should also be contributors to the fund.

4. Contributor Guidelines

- 4.1. Contributors will deem to accept this memorandum of agreement for the full term that they choose to contribute to the fund.
- 4.2. The minimum age to contribute to the fund should be 16 years of age to comply with the cash prize regulations.
- 4.3. Existing contributors to the fund as of 1st July 2019 will carry forward into the new scheme unless they actively opt out by cancelling their contribution.
- 4.4. Any new person seeking to contribute shall submit a form to the Committee, containing an email address as these will be required for communications as and when required.



- 4.5. Contributors shall be admitted by the Committee. No application by a contributor will be refused other than on reasonable grounds. There will be no discrimination on grounds of race, occupation, sex or religious, political or other opinion.
- 4.6. Financial contributions should be made by standing order or bank transfer to the specific Raith Rovers bank account designated by the organising committee each calendar month preferably set up to the 15th of each month, but no later than the final day of the calendar month.
- 4.7. Contributors from overseas can be made by persons contacting their bank and requesting an international transfer of funds. Note that this may incur a bank transaction fee, therefore if overseas contributors wish to make a one-off donation to avoid additional fees, please contact pdf@raithrovers.net.
- 4.8. Contributions will not be returned once made to the fund.
- 4.9. Cancellation of one-month contribution will deem that the contributor no longer wishes to take part.
- 4.10. It is the contributor's responsibility to ensure affordability and that funds exist in the account on the due date to allow the transfer to be made. There is no acceptance of costs by Raith Rovers for any penalties incurred due to failed payments by the contributor.
- 4.11. The fund is established to accept regular monthly set contributions, but contributors can choose to vary the amount and the fund is entirely voluntary with no end term, notice period, set up cost or exit penalty.

5. Monthly Contributions

- 5.1. In order to gain an entry to the prize draw, monthly standing order set at minimum £10.
- 5.2. For each monthly contribution of £10, one entry will be made into the quarterly prize draw. For every incremental £10, a further entry will be added, for £20 a further two entries and so on.
- 5.3. Any existing contributor to the previous Player Development Fund at point of conversion on 1st July 2019, will receive one additional entry into the first quarterly draw.
- 5.4. If any existing contributors wish to contribute less than £10, then no entry will be made to the prize fund.

6. Use of the Fund

- 6.1. The fund is to be used toward the first team and youth development operating costs.
- 6.2. There is no money used from this account for administration, marketing, overhead costs or additional fees (other than bank fees which may be incurred).
- 6.3. The split of contributions after the prize fund payment is as of July 2019 to be made:
 - 6.3.1. 60% towards overall first team budget,
 - 6.3.2. 40% towards funding modern apprentices.
- 6.4. The money apportioned to first team players will be used as part of the overall budget available to the manager towards attracting new, better quality or in retaining our best players. It will not necessarily be used in providing additional player or players.
- 6.5. The Raith Rovers Board of Directors and Manager will be responsible for ensuring the funds are used towards intended use per this memorandum of agreement and always within the best interests of the football club.
- 6.6. Any changes to the 60/40 split as of July 2019, may only be changed following an official proposal made to contributors by the Supporters Director.
- 6.7. The proposal to change must give 28 days' notice and reasoning for the change to contributors and allow adequate time for feedback.
- 6.8. Contributors who have made 3 months of consecutive fund contributions at time of proposal, will be entitled to provide feedback on the proposal.
- 6.9. Any decision to change the fund purpose will be proposed by the Supporters Director and ratified by the Board of Directors following this consultation period with contributors. This change will always with the best interests of the football club.



7. Quarterly Prizes

- 7.1. The cash prize will comply with the gambling act 2005, and the permit granted by Fife Council under the small society lottery scheme.
- 7.2. The quarterly draw with three prizes as organised by the Organising Committee to take place on the pitch at half time at the closest home match. These draws will take place in the first month of the new quarter as follows:
 - 7.2.1. 1st July - 30th September draw will take place October,
 - 7.2.2. 1st October - 31st December draw will take place January,
 - 7.2.3. 1st January - 31st March draw will take place April,
 - 7.2.4. 1st April - 30th June draw will take place July.
- 7.3. 1st prize: Up to a maximum cash prize of £1,000 based on £11,000 quarterly subscription.
 - 7.3.1. Pro rated to 10% of total contributions if £11,000 quarter contribution not reached.
 - 7.3.2. 2nd prize: Boardroom experience for 2 people at a league home match of choice.
 - 7.3.3. 3rd prize: Rovers related prize (examples: new home top, event tickets).

****End****

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