The Sport Club program provides financial assistance to the clubs to support travel costs, home event needs, league requirements, off campus facility space, and equipment purchases. The program is large and wide-ranging, hosting many successful clubs in competition and recreation. The clubs cannot rely solely on CRS and SGA funds to cover their operational and competitive costs. Please use this guide as a reference to increase your club funding, build club comradery and establish positive relationships with club alumni.

**Donations**

Even though the University is considered a non-profit, UMD Sport Clubs do not have non-profit status. Donors of capital items (valued at over $5,000) should be in contact with the Assistant Director - Sport Clubs. Sport clubs are responsible for ensuring that gifts donated to the club (material items or checks) are used according to the donor’s specifications. Donations made directly to a sport clubs checking account or to the Eppley Recreation Center are NOT tax-deductible. In order for checks to be properly processed through the University of Maryland College Park Foundation (UMCPF) and gifts to be considered as eligible for tax deductibility, checks must be made out to the University of Maryland College Park Foundation. Please ask the donor to list the club name in the memo line. Gifts in support of the University of Maryland are accepted and managed by the University of Maryland College Park Foundation Inc., an affiliated 501 c(3) organization authorized by the Board of Regents. Gifts are tax deductible as allowed by law. Donors must consult their tax advisor to determine eligibility. Clubs may not solicit sponsorships and donations without advanced approval of the Assistant Director – Sport Clubs. These policies and procedures are in place to protect the University.

Donation checks, made out to the University of Maryland College Park Foundation, with “Club X” in the memo line, should be sent to:

James Rychner, Division of Student Affairs  
8400 Baltimore Avenue, Suite 200  
College Park, MD 20740

Some clubs, who have foundation accounts, can also accept online donations. Visit the Donate to Sport Clubs links for more information. See sample newsletters and letters from UMD sport clubs at the end of this resource guide.

**Sponsors**

Acquiring successful club sponsors requires hard work and a large amount of time on behalf of the club members to develop and foster a relationship with corporations and businesses. Before the club can
approach potential sponsors, the businesses must be vetted through the Sport Clubs office. Clubs that anticipate high donations, must work with the Sport Clubs Staff and the foundation office to create a menu of club and sponsor benefits. A menu is specific to each sport clubs and corresponds donation values with corporate benefits.

**Portion of the Proceeds Nights**
Many clubs participate in portion of the proceeds nights at local restaurants. Successful fundraisers have occurred at Looneys, Chipotle, Franklin’s, Coldstone Creamery, and Jason’s Deli. Clubs must work with the restaurant managers and provide requested W-9s. Depending on the location, clubs can use a W-9 with their club checking account EIN# or the University’s tax exempt information (on file in the Sport Clubs office) if requested. If a club uses their checking account EIN # and W-9, the proceeds are sent to the ERC in a check for the club’s checking account. If a club uses the University’s tax exempt information and W-9, the proceeds will be sent to the University foundation office and deposited in the club’s foundation account. If a club does not have a foundation account, the check will be deposited in the Sport Club program foundation account and can be used by the club upon request.

**Campus Department Fundraisers**
Many clubs raise funding for their season by participating in on-campus fundraisers such as Bedlofts. Any information about Athletics (program sales, volunteer at ICA events), Career Services (shuttle buses for job fairs), or Cole Clean-ups fundraisers are sent out by the Sport Clubs office throughout the academic year. These fundraisers are distributed on a first come-first serve basis.

Separate from the club’s CRS, SGA and foundation accounts, each sport club has a 6-digit KFS number tied to an account housed in the Student Organization Resource Center (SORC). When clubs participate in on campus fundraisers, campus departments will ask for the club’s KFS number for payment. The self-generated funds in the KFS account roll over every year. In order to use the funds in the club’s KFS account, clubs are required to request an internal service request (ISR) through SORC. SORC will provide the club with a document to be delivered to the Sport Clubs Office. The Sport Club professional staff will update the club’s CRS budget with the self-generated funds for use.

**Concessions**
Concessions fundraisers can be the most profitable form of raising money, but it also requires a large amount of time and club member commitment. To sign up for on campus concessions (Athletics’ basketball or football games) please contact UMD dining. Interested in working the concessions at Baltimore Raven or Washington Redskin’s football games, please visit their respective team websites.

**Tournament/Event Fundraisers**
Many clubs utilize the event space provided to them to host large tournaments which raise funding through entry fees. Other revenue streams at tournaments include selling snacks (prepackaged only) and team apparel to visitors, family and friends. Review the Event Planning Handbook, provided by Stamp for general policies of university facilities use, reserving spaces, ticket sales, raffle procedures, and event support.
**Bake Sales**

Clubs can reserve tables outside of STAMP and the dining halls, free of charge. Indoor tables in STAMP are available for a $25 fee. Clubs must receive a concessions permit, completed by Campus Reservations, at the time the space reservation is made.

**Apparel Sales**

Sport clubs are encouraged to sell apparel with the team name/logo as a fundraiser. Some clubs purchased apparel in bulk and sell t-shirts, sweatshirts, and shorts with their corresponding sport club name to family and friends. Companies sport clubs have used in the past for apparel embroidery and screen printing are: Tastyshirts Co., Nightmare Graphics, A1 uniforms, Kollegetown Sports, and Promoversity. Club must follow the Univeristy’s logos and trademark policies available at [www.trademarks.umd.edu](http://www.trademarks.umd.edu). If selling the apparel for profit, clubs are required to go through a licensed vendor. Vendor list is also located on the [trademark website](http://www.trademarks.umd.edu). Kollege Town Sports is a partner of Under Armour and can supply Club Teams with UA merchandise including uniforms, warm ups, sweats, t-shirts, shorts, bags and footwear. They also provide the embellishment including screen printing, embroidery, and tackle twill. Kollege Town Sports has a variety of design templates that can be customized for each team. All design/logo proofs require approval prior to production. Orders can be placed in bulk or through an online option that can be used to order team gear and/or as a fundraiser. The fundraiser allows clubs to offer team gear to family, friends, alumni and supporters without the hassle of purchasing the items and reselling them. All orders are placed and paid for online; clubs earn a profit from the orders placed. The profit can be used towards a bulk order or a check can be processed and mailed to the club. Clubs will receive discounted pricing on bulk and online items. Orders can be placed at any time during the year. Clubs will work directly with Kollege Town Representative on all orders (bulk, online and online fundraisers).
Who we are

The University of Maryland Fencing Club is a group of people who love fencing. It is open to all University of Maryland students, staff, and registered alumni, from those who have been fencing for years to those picking up a blade for the first time.

The UMD Fencing Club is a member of the Baltimore-Washington Collegiate Fencing Conference (BWCC), a club conference that spans from Eastern Pennsylvania to Northern Virginia. The Mid-Atlantic Collegiate Fencing Association (MACFA), a regional NCAA men’s conference; and the National Intercollegiate Women’s Fencing Association (NIWFA), an NCAA women’s conference. We also compete in individual tournaments, like the Temple Open, and the national college fencing club championships in April.

Fall Events

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>10/7</td>
<td>Alumni Meet</td>
<td>UMD</td>
</tr>
<tr>
<td>10/14</td>
<td>Chaos</td>
<td>UMD</td>
</tr>
<tr>
<td>10/27-28</td>
<td>Temple Open</td>
<td>Temple University</td>
</tr>
<tr>
<td>11/11</td>
<td>BWCC Fall Meet</td>
<td>Drexel University</td>
</tr>
<tr>
<td>11/17</td>
<td>MACFA Meet 1</td>
<td>Haverford University</td>
</tr>
<tr>
<td>12/2</td>
<td>NIWFA Christmas Invitational</td>
<td>Rutgers University</td>
</tr>
</tbody>
</table>
Choose your weapon:

Epée

Foil

Sabre

Last Year's Rankings

<table>
<thead>
<tr>
<th></th>
<th>NAOFA</th>
<th>BWGFC</th>
<th>NIFWA</th>
</tr>
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<tbody>
<tr>
<td>Epée</td>
<td>7th</td>
<td>6th</td>
<td>12th</td>
</tr>
<tr>
<td>Foil</td>
<td>9th</td>
<td>2nd</td>
<td>16th</td>
</tr>
<tr>
<td>Sabre</td>
<td>12th</td>
<td>2nd</td>
<td>14th</td>
</tr>
<tr>
<td>Overall</td>
<td>11th</td>
<td>3rd</td>
<td>15th</td>
</tr>
</tbody>
</table>

Support UMD Fencing

As the season begins, we are all happy to return to the strip! The past year was full of exciting events, and our passion for fencing shows every place we visit. While our team spirit is strong, we couldn’t do it without help from alumni, friends, and family.

Representing our school in competition is an expensive endeavor. It takes a lot to cover gear, travel, and entry fees, and every donation gives us the opportunity to continue practicing our favorite sport! If you’d like to support the UMD Fencing Club, checks can be made out to the UMD College Park Foundation (with UMD Fencing Club in the memo line) and mailed to:

James Rychner, Division of Student Affairs  
Sport Club Donation  
8430 Baltimore Avenue, Suite 200  
College Park, MD 20740

Gifts in support of the University of Maryland are accepted and managed by the University of Maryland College Park Foundation Inc., an affiliated §501 (c)(3) organization authorized by the Board of Regents. Gifts are tax deductible as given by law. Please consult your tax advisor.

Questions? Contact Us:  
www.umdfencing.com  
oficers@umdfencing.com
Club Swim newsletter sample:

2012 FALL SCHEDULE

SEPTEMBER 29th:
Invitational Meet
@ Old Dominion University

OCTOBER 6th:
Invitational Meet
@ Radford University

OCTOBER 27th-28th:
Home Invitational Meet
@ University of Maryland

DECEMBER 1st:
Invitational Meet
@ Princeton University

Also, shop through our SwimOutlet Affiliate Account:
http://www.swimoutlet.com/umdclubswimming

8% of purchases made through
the link above are donated to Club
Swimming at no extra cost to you!

ABOUT THE TEAM

The University of Maryland Club
Swim Team was started by
students who wanted to share
and enjoy their common passion
for swimming. We are proud to be
continuing traditions from years
past!

Gifts in support of the University of
Maryland swim team are accepted
and managed by the University of
Maryland College Park Foundation.
Gifts are tax deductible as given by
law. Please consult your tax
advisor.

Please contact us for more information
regarding team events, involvement
and support:
umdclubswim@gmail.com

GREETINGS FROM UMD CLUB SWIM!

With a fresh fall semester ahead of us,
everyone is excited to get back in the pool. Our
past year has been one of incredible growth for
the team, with a surge in membership and
number of records broken. With new talent
and lots of potential, our young team will go far in
the next few years – but not without help from
our friends, families and alumni.

While team growth is exciting and
important, it also places more strain on our
already limited resources. It is sometimes
difficult for us to meet our financial needs to meet
entry fees, team suit purchases, and traveling
and lodging expenses.

Even a small donation is incredibly
helpful, and contributions are tax deductible as
given by law. Please consult your tax advisor.
Checks can be made out to the UMD College
Park Foundation (be sure to note UMD Club
Swim in the memo line) and mailed to:

James Rychner, Division of Student Affairs
Sport Club Donation
8400 Baltimore Avenue, Suite 200
College Park, MD 20740

Thank you for your support, and
please check out our fall meet schedule!

Sincerely,
the UMD Club Swim Team

CLUB SWIM HIGHLIGHTS

In 2011, Maryland Campus
Recreation Services named
Club Swim as the winner of
the Tompon Community Award.
In the following year,
we won the Fundraising
Award and Club of the Year
Title.

Also, for the past two years,
we have been proud
participants of two
fundraisers: the Polar Bear
Plunge (for Maryland Special
Olympics) and Relay for Life
(for cancer research).

We're thrilled that we recruited
and retained a lot of great
swimmers last year, and hope
that this semester brings just
as much promise.