



SEATTLEUNITED

Template Budget

Instructions:

1. This template is to be completed by each team treasurer or manager and a copy is to be turned in to the Club at the end of each year.
2. At the beginning of the season create a forecast budget by filling in the Forecast Budget Column.
3. At the end of the season fill in the Actual column.
4. Plan to zero out your team accounts at the end of the season.
5. The cells are all formulated and total will fill in automatically.
6. The template assumes 12 players. If your team has more or less you will need to change the formula in cell E13
7. The line items in the budget and the forecast numbers are provided as guidance. Adjust to suit your particular team's situation. If you incur expenses that are not listed add them to the report, and you may delete lines you do not use.
8. Listed is Tournament #1 – please provide name of tournament attending.
9. A copy of the budget is to be made available to all parents on the team upon request.

Glossary of Terms

Team Bank Accounts

Each team will need a bank account. See Team bank accounts application on the website. Team accounts carry over with the Team for each season. They do not close until the team is not operating.

Fundraising/donations

Team fees can be offset by team fundraising efforts and/or donations to the team. SU is a 501c3 and donations are tax deductible and must be paid directly to Seattle United who will direct funds to the team.

Program Fee – payable to SU at registration

The program fee covers coach's salary, and goalkeeper training (if applicable), practice and game fields, referee fees, club administration costs, scholarship program for the program fee and uniform, coach evaluation, tryouts, WYS and SYSA association fees.

Player Kit – payable to Eurosport

There are two options for player kits. Please refer to the uniform policy for the specific per player cost. In addition, each player is responsible for



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purchasing footwear and shin guards. Compression and/or rain gear is optional.

Team Fees – payable to the Team Treasurer

Fees will vary depending on which league and tournaments the team chooses to play in. Below is a sample of the expenses Teams may incur:

League Fees: Costs vary for leagues RCL, State, District, NPSL, Far West Regional League, etc. Find the league that applies for your team. Spring and/or indoor league play is optional and additional expenses for game field and referees will apply. If the Team plays in US Club Soccer sanctioned leagues each player will have an additional US Club Soccer annual player fee.

Tournament Fees: Fees vary. See the link below for WYS sanctioned tournaments and their entry fees-
<http://www.wsysa.com/localtournaments/tabid/143/Default.aspx>

Travel: If the team travels out of the area for tournament or state cup play, each player should anticipate personal travel costs. Expect to pay for all coach travel expenses.

Equipment costs: should include game balls, first aid supplies and any items that are above and beyond the equipment provided from the Adidas uniform contract. See official uniform policy. Other optional equipment items are portable goals, canopies, and benches.

Trainers: For Community Select skill or supplemental training including goalkeeper is a team expense. Citywide and Classic Select goalkeeper training is included in the program fee and typically additional skill training expenses are not incurred but would be an additional team expense.

Camps / Jamborees: Teams may participate in a team camp and/or use a professional trainer. There may be additional field expenses if the camp or training time is outside of the normal practice schedule. Teams may also organize scrimmages and incur additional field costs.

Miscellaneous expenses may include a social budget (to cover coach gifts and team parties), administrative team costs (room rentals, copying, postage, etc.) and a coach discretionary fund.

Team Fee Scholarship: A contribution is required to cover team fees for scholarship players that are qualified by the SU scholarship committee (See Financial Aid policy)