



SURFRIDER STUDENT CLUB CRITERIA AND GUIDELINES

To start a Surfrider Foundation Chapter you must have our permission. By following these very simple step-by step criteria below you will be able to start your own Surfrider Foundation Student Club.

Do we fund Surfrider Foundation Student Clubs? No. It is vital to the success of the Surfrider Foundation Club that each club has the support of their individual campus and community. This is both the strength and challenge of our structure. Surfrider Foundation Clubs cannot charge a separate membership fee due to non-profit regulations, but you can sign participants up as Surfrider Foundation members. You can ask local businesses to sponsor your membership and activities. Any funds must be held by school, local chapter or HQ.

What type of Support do you receive? Our Clubs are self-organized and self-managed by you. You have the support of our Student Club Network staff on developing and implementing projects.

You'll also have access to Surfrider Foundation's website & Club Portal which offer a host of tools for you. These include toolkits, trainings, and other resources to help you launch a project, program or campaign at your school or in your community. You will also have a custom club logo created for you as well as social media icons for your use. These can be found at: <https://brand.surfrider.org/>

CRITERIA TO ORGANIZE A SURFRIDER FOUNDATION CLUB:

- A Surfrider Foundation Student Club must follow all the guidelines required by their respective school. This includes, but is not limited to; requirements for teacher advisors, parental permission, school district regulations.
- All Surfrider Foundation Student Clubs must fill out the club application form and designate a "Chair" or "President" person and faculty advisor (not required for colleges / universities). You are also required to elect a Vice-Chair and Secretary. We encourage you to elect additional positions such as Volunteer Coordinator, Communications/Social Media Coordinator, Beach Cleanup Coordinator, etc.



- A minimum of 10 student club members is required.
- Once chartered as a Surfrider Foundation Club, Club members must complete at least one project per year with photos, either individually or as a group and fill out the *Annual Club Activity Report*.
- The Club must renew this application each school year and every member must sign our student club waiver in order to remain in active standing.
- We encourage all participants to become members of the National Surfrider Foundation. This is not a requirement

EVENT APPROVAL PROCESS:

- **Event approval is required for ANY** activity that takes place outside of school / off campus (beach cleanups, water quality testing, marches, field trips, etc.)
- Participatory waivers must be signed by all participants for off-campus activities.
- Clubs must obtain full insurance coverage through the Surfrider Foundation HQ for Club events held off campus, which are (1) initiated, organized and led by the Club and (2) where the Club is the beneficiary of all proceeds from the Event. Surfrider Foundation will not insure events that are not organized and run by the club or the Foundation. Surfrider Foundation will not insure events for *outside entities* such as, but not limited to, surf contest, beach clean ups, paddle outs and water related events. In order to obtain insurance, you must contact the Surfrider Foundation Headquarters via the event approval process **at least 2 weeks in advance**.

Information on all this can be found on the Student Club Portal.

EMAIL & SOCIAL MEDIA:

- Your club will be provided with an official "*schoolname@clubs.surfrider.org*" email account and Google Drive folder. You are required to use this email for all club related correspondence.
- When setting up any social media accounts, you must use your provided email account to create the account and the login info must be shared with the Student Club Network staff. This is very important so we can reset your password if needed and ensure transition of accounts to future club leaders can be handled appropriately.
- You are required to use the provided social media icons.
- All "Clubs" are to be listed as; "Surfrider Foundation [School-Name] Club". An example would be: *Surfrider Foundation Chandler High School Club*. This social media accounts as well any public facing material.



POLICY & REMAINING NON-PARTISAN:

- Clubs cannot take public positions on an issue on behalf of the Surfrider Foundation without prior approval from Student Club Network staff and/or local Chapter.
- A Club is not a political organization and ***may never function in a partisan manner***

BANKING & FUNDRAISING:

- You are not permitted to open up an outside bank account in the name of your club, Any funds must be held by the school, local chapter or HQ. The best option is to set up an account with your school. If this is not an option, please reach out to Student Club Network staff for assistance with alternative options.
- Donations over \$250 to your club need to be reported to Student Club Network staff and require approval to ensure the donor receives proper paperwork. Only the school, local chapter or HQ may hold on to any club money.

OTHER IMPORTANT INFORMATION & GUIDELINES:

- Please note that when referring to the Surfrider Foundation, it should always appear as "Surfrider Foundation" – never simply "Surfrider." Always capitalize the S and F.
- Clubs cannot distort the Surfrider Foundation logo in any way. The wave and script elements of the logo must always appear in conjunction with one another. You may however create your own club logo to use in addition to the custom logo provided to you.
- The Surfrider Foundation logo should never be manipulated or its original design altered in any way. Selling the logo for sponsorship funds is strictly prohibited. Doing so will result in immediate revocation of Club status and potential legal action.

If you have questions about any of this information, please contact:

Carolyn Curtin (ccurtin@surfrider.org) - Student Club Network Coordinator

Ryan Cruse (rcruse@surfrider.org) - Student Club Network Sr. Manager