

Elmbrook Swim Club Ltd.
EBSC Board of Directors
January, 2010
Policies for Fee Registration Reduction for EBSC Swimmers

Purpose: To define the Board's policy toward a needs-based registration reduction for club swimmers.

Background: The Elmbrook Swim Club is a non-profit organization created to provide competitive swimming opportunities for Elmbrook School District residents. The Club provides an organized, coached environment for swimmers of various ages and abilities. The Club maintains contracts with local facilities for pool time, employs full and part-time swim coaches as well as clerical and accounting support for club operations. Other Club expenses include miscellaneous coaching and travel costs. In addition, individual meet swim fees are determined by the swimmer's competitive activity and charged back to the swimmer. The financial revenue to support the Club's mission is composed of registration fees collected from swim members seasonally, profits generated from Club-endorsed activities (e.g pizza sales), revenue surpluses for meet-hosting, and tax-deductible donations from members or local citizens.

Policy: The Board recognizes the many personal benefits derived from competitive swimming in a club environment as well as the significant cost required to maintain membership in the EBSC. The Board attempts to maintain a high quality swim and coaching environment for members while keeping the costs to an affordable level for swimmers and their families. We recognize however, that financial hardships among families can affect continuation of a swimmer's membership.

Subsequently, the Board has created a policy to assist families with membership continuation in the form of "registration fee reduction".

The following principles apply to the policy:

1. The current policy applies only to swimmers living within the Elmbrook School District. Master's swimmers are not considered for assistance.
2. Fee reductions shall be considered at the beginning of each registration cycle and any family/swimmer applying for a fee reduction must (re)apply for consideration at each registration cycle. The reduction will apply to registration fees only.
3. The consideration of a registration fee reduction request is based on the **current** financial hardship in the family. The family will be required to provide such information and documentation as deemed necessary and appropriate by the Board. The required information will typically include tax records, current

employment and compensation information as well as a written summary of the reasons for the requested fee reduction request. All reasonable attempts will be made to hold the provided information in confidence.

4. The award of a fee reduction shall be in the sole discretion of the Board but the Board will likely consider the following when considering requests:

- a. The financial condition of the family (see Paragraph #6 below)
- b. The number of requests made and the financial condition of the club
- c. The number of years the swimmer/family has been associated with the club
- d. The past and current involvement of the swimmer/family in the club activities, including volunteer involvement.

5. A fee reduction may be contingent upon the establishment of (and performance of) increased volunteer duties. In addition, the fee reduction may be rescinded by action of the Board if the swimmer/family fails to timely pay all other fees and expenses or otherwise fails to maintain membership in good standing, fails to keep the award of the fee reduction in strict confidence, or fails to meet other agreed upon conditions.

6. Although the Board has the discretion to consider any number of factors, including those identified above, the maximum fee reduction will generally be based on the published Federal Poverty Levels, which may change from time to time. Current adopted levels from the board:

Family Size	Federal Poverty Levels (Monthly Income)		
	100%	200%	300%
1	\$867	\$1733	\$2600
2	1167	2333	3500
3	1467	2933	4400
4	1767	3533	5300
5	2067	4133	6200
6	2367	4733	7100
7	2667	5333	8000
8	2967	5933	8900

Source: Federal Register Vol. 73, No. 15, January 23, 2008, pp. 3971-3972. Monthly and yearly percentage data calculated by FHCE and rounded to the nearest dollar.

Sp

a. *Level 1* support from the Club is for families at or below the *100%* of the poverty levels. Such swimmer/families may receive up to a 100% fee reduction.

b. *Level 2* support is for families between 101% and 300% of the levels. Such swimmer/families may receive up to a 50% fee reduction.

c. For families above the 300% level, typically, no reduction will be granted.

7. The Board may change, modify or discontinue this policy at any time but contingent on compliance with the required standards, any fee reduction will remain in place through the end of the swimming season for which the reduction was provided.

Note that the Board has the option at any time prior to the final registration deadline to eliminate or reduce the amount of fee reduction support, if in the opinion of the Board, the reduced revenues from these reductions threaten the financial operations of the Club. Registrants will be notified of applicable fee reductions no later than at the official session registration.

Application for EBSC Registration Fee Support

Date:

Swimmer Name:

Parent/Guardian Submitting Request:

Swimmer Level:

Season Involved:

Amount of Fee Reduction Sought:

I am the parent/guardian of the swimmer involved and I have read and understand the EBSC policy for registration fee reduction.

- a) I have provided a prior year's Tax Summary for year _____
- b) I have provided pay stubs for current month's employment. _____
- c) I have provided a written summary of the circumstances surrounding this request for a registration fee reduction. _____
- d) Our family gross income is \$_____ monthly for a family size of _____.
Include all income and revenue sources.

I understand the swimmer(s) receiving this support are considered on a seasonal-based schedule and must maintain themselves in good standing as defined by the Club. I also understand that the hardship fee reduction is a seasonal decision which must be (re)applied for each season.

Receiving the reduction for one season does not in any way obligate the club to provide the reduction in subsequent seasons. I understand that the requirements for swim meet fees and travel expenses are not involved in this request and must be paid by the swimmer. I agree that all decisions by the Board are final and that registration fee reductions may be modified/removed at any time prior to the final registration due date.

By signing below, I attest that the documentation and other information provided is truthful, accurate and complete.

Signature of Parent/Guardian: _____ Date: _____

Print Name: _____ Phone Number: _____

**All practical attempts will be made to inform you of the Board's decision with your bill for Registration (2/18).