



## Waterloo Minor Soccer Club **Fee Assistance Policy**

**May 2020**

The Waterloo Minor Soccer Club facilitates the participation of youth in the game of soccer regardless of family income through the reduction of membership and program fees.

The Club acts to provide support to Waterloo residents when financial alternatives are unavailable. All residents should have an equal opportunity to access soccer programs and enjoy the many benefits that participation brings.

To help make this possible, the Club will provide financial assistance to qualified applicants for most soccer programs.

### **Eligibility**

- Any Waterloo resident or resident of an adjacent area without soccer programming through a community Club whose family's financial situation might prohibit his/her participation in a WMSC soccer program.
- Fee Assistance is based on the total income of all members of your family and the number of people in your family.
- Applicants must apply to the City of Waterloo Fee Assistance Program prior to applying for fee assistance from WMSC.
- Priority for assistance is placed on those making a partial contribution to costs through the Leisure Access card or out-of-pocket payment.

### **Details**

- Fee assistance is limited to the Club registration fee as well as the Club portion of Rep fees (if applicable). Travel expenses and other team expenses will not be covered.
- Fee assistance is limited to one program per year.
- Applicants who do not receive 100% fee assistance must pay the balance of the registration fees to guarantee registration in the program(s) requested. Payment must be received prior to the start of the program.
- Applicants being granted fee assistance by the Club are expected to complete a set number of volunteer hours at the Club as per the **Volunteer Hours Requirement table**.

### **How to Apply**

New for 2020:

- If you want to register a child for a minor sports organization and your child is between the ages of 4-18, please go to the Canadian Tire JumpStart website (<https://jumpstart.canadiantire.ca/>) and submit an online Jump Start application.
- Applicants must complete:
  - A program registration form
  - A Fee Assistance application form.
- Applicants must attach with their application supporting documentation of income status of all of their family's sources of income, such as notice of assessment from CRA for the previous year,



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three most recent pay stubs, government assistance, child tax benefit, workers compensation, disability insurance, GST rebates, etc. as well as proof of residency such as a utility bill.

- Put completed forms and documents in an envelope marked “Fee Assistance Application – Confidential” and mail or drop off the application to the Waterloo Minor Soccer Club office.
- Registration will be completed when all required fee assistance paperwork has been completed by the member, remitted to the office, and approved by the Executive Director.
  - For fee assistance from the City of Waterloo, registration will be completed when the above-mentioned forms are completed and submitted, the City of Waterloo has approved the eligible amount, and the Finance Administrator has posted the payment to the member’s account.
  - For fee assistance from other organizations, registration will be completed once the above-mentioned forms are completed and submitted, the Club receives payment from the organization (and partial payment from the member is applicable), and the Finance Administrator has posted the payment to the member’s account.
- For more information, please call the office at 519-578-9680.
- Applicants will be notified in writing and/or by email within 30 days as to the status of their application

**Mailing Address:**

Waterloo Minor Soccer Club  
2001 University Avenue West  
Waterloo, ON, N2K 4K4

*Failure to submit proper documentation shall result in ineligibility. False information shall result in disqualification and ineligibility of application.*

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**VOLUNTEER HOURS REQUIREMENT**

	<b>100% ASSISTANCE</b>	<b>50% ASSISTANCE</b>	<b>No ASSISTANCE</b>
<b>VOLUNTEER HOURS</b> <i>(per calendar year)</i>	20 hours	10 hours	0 hours