



## **Burlington Girls Hockey Club**

### **POLICY STATEMENT – FINANCIAL ASSISTANCE**

#### Purpose and Application of Policy

The following policy is intended to address situations where members request special financial consideration. In the interest of fairness and equity to all members, and keeping in mind that the BGHC is a non-profit organization, the following policy **will be applied as consistently as possible with fairness being the overriding criteria for application. With the exception of the “Extension of Payment Deadline” described below, financial assistance will only be available to members of the BGHC House League program.**

#### Forms of Financial Assistance Available

Either form of financial assistance described below will require the applicant to complete the BGHC Request For Financial Assistance form – which is available on the BGHC website. Requests must be received by the BGHC no later than June 8th for Rep players and June 15th for house league players. Members are encouraged to apply as early as possible if the ability to register is dependent on the receipt of financial assistance. Rep members will be required to make a minimum 20% down payment by the close of Rep registration in June and begin regular periodic payments by July with frequency at least monthly. House league members must pay/make payment arrangements for any remaining balance owing (after all sources of assistance) by June 30<sup>th</sup> in order to secure the early registration fee. If this deadline is missed, the post June registration fee will apply which is an additional \$100.

#### **1. Extension of Payment Deadline**

The BGHC will consider a payment plan for payment of BGHC fees beyond the normal payment deadline. Payment plans will be negotiated such that full payment is received generally no later than December 31<sup>st</sup> for any given season and payments are being made on a regular and periodic basis. Negotiated terms will be conveyed in writing to the member involved. ANY PERIODIC PAYMENT PLAN APPROVED MUST BE EXECUTED THROUGH USE OF A CREDIT CARD SO THAT THE BGHC CAN SET UP THE PAYMENTS ONCE AND DOES NOT NEED TO FOLLOW UP AT EACH PAYMENT.

#### **2. Partial Cash Assistance**

The BGHC will consider a cash payment out of the BGHC Financial Assistance Fund of up to a maximum of \$200 toward a member's fees for a full season program. This form of assistance will require that the member first has applied and been approved by the Canadian Tire JumpStart program for assistance. Members are also encouraged to apply to KidSport as a further source of assistance. The BGHC will review assistance from all sources before determining the amount of any cash assistance. The BGHC will provide cash assistance to a maximum of \$200 but will only “top up” other sources to a total assistance of \$500 for any one season. The member is expected to pay any balance above \$500 through personal funds.

A financial questionnaire may be requested prior to any decision being made regarding the amount, if any, of cash assistance to be provided.

The availability of any cash assistance payments will be limited by the funds on hand.