|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **TITLE: EXECUTIVE COMMITTEE MEMBER REBATE** | |  | | **POLICY #: 4100** | |
| Created: July 23, 2018 | Last updated: March 17, 2022 | | Approved: April 11, 2022 | |

| **Ver no.** | **Effective Date** | **Significant Changes** |
| --- | --- | --- |
| **2.0** | April 11, 2022 | Updated with the rebate donation information |

# Purpose

To outline the rules concerning Article 18.6 of the Rules and Regulations for Fort Saskatchewan Soccer (FSS). This article describes the reimbursement of registration fees for one Executive immediate family member per season or the transfer of this fee rebate by the Executive member to another player (non-family member).

# Scope

This policy applies to onefamily member of an FSS Executive member per season, or one other non-related player specified by the Executive member or president.

# Terms

**Registration Fee** – A levy on each registered player which is sufficient to recover the anticipated program costs for the playing season. Fees do not include the cost of tournaments, extra team costs like extra practices, volunteer deposits, fundraising fees or jersey deposits.

**Executive Committee** – As defined in the Fort Saskatchewan Soccer Rules and Regulations.

**Executive Committee Duties** – Duties as described in the Role Description for the Executive Committee Position for which the person volunteered.

**Season** – Either the indoor or outdoor soccer season. Season for an executive member begins with the start of planning for the season’s registration and concludes with the season’s final Provincials game for that season.

**Rebate** - is the registration fee that is we refunded due to serving as an executive committee member

**Executive Rebate Donation** – is the rebate that is either unused by an executive member or donated by an executive member

# Policy

1. Registration fees for one underagefamily member shall be waived to any Executive Committee member for the season at the end of the season. If there are multiple players in a family, the refund will be applied to the largest registration fee. Any team-related costs (i.e. tournament fees, extra pitch times) will not be refunded. In the absence of an immediate family member the rebate funds will be available to a player in need of financial assistance.
2. If the rebate is used for anfamily member, the Executive Committee member will pay the registration fees when they register their child. The registration fee will be refunded at the end of the season unless the executive member has transferred the rebate to a player in need of financial assistance.
3. An executive committee member that ha~~s~~ family members can transfer their fee reimbursement to another player (non-family member) in need of financial assistance
4. If an executive committee member does not have anyfamily members playing this season, the reimbursement fee is made available for a player in need of financial assistance
5. If the executive membership is started between a season, the fee waiver for that season will be given on a prorated system. E.g. The indoor season is approximately 6 months long. If you take an Executive committee position in November at the AGM, you will receive 50% of your Executive Rebate.
6. If you terminate your Executive Committee commitment before the season finishes, a prorated rebate will be given
7. If an executive member resigns in November at the AGM, they will receive 50% of your Executive rebate.
8. If the Executive member has been voted out at the AGM, then a full rebate will be given for the Indoor season.
9. Families considered for the Executive rebate donation:

* Do not qualify for any external financial assistance E.g. or JumpStart
* Are longstanding FSS members
* Have never received the exec rebate before
* A payment plan could not be determined for work within their budget

1. Families who receive the exec rebate donation will have to pay for any extra fees or deposits not covered by the rebate. E.g. Volunteer and jersey deposits, fundraising fees, team costs like tournaments and extra pitch time
2. All choices and recommendations of families will be kept confidential by the sport coordinator and president. They will let the Executive committee members know that the rebate donations have been used.
3. This program will be kept confidential from the membership. This is an executive member's way to help and give back to our loyal FSS families that can provide some financial assistance.
4. The Executive rebates are only good for the season they are donated and cannot transfer from season to season.

# Execute Rebate Donation Process

1. Any executive member can recommend a family for the rebate before or at the end of registration to the Sport Coordinator.
2. The Sport Coordinator can recommend a family who they believe qualifies during the registration.
3. The Sport Coordinator will take any recommendation to the president for consideration.
4. The President will choose who they feel is the best candidate(s) for the donation.
5. The Sport coordinator will inform the family that their registration fees have been waived for this season.