



# Northwestern Soccer

## Financial Policies

<http://www.nyaatigers.org/soccer>

### **General Funds**

Each soccer player's registration fee will be applied to their programs season budget. Currently Northwestern Soccer is split into three programs (Tiger Academy, Northern Valley, Lehigh Valley). If a player cancels before the program registration closes, all money is refunded. By requesting a refund, you are also asking that your child not be placed on a team. There will be no team uniforms provided for children who are not on teams. If we, Northwestern Soccer, are unable to place a player on a team at the appropriate age level, all fees are refunded.

The current registration system allows a player to register for soccer and pay by check. A player is not eligible to take part (as a coach or player on a Northwestern Soccer team) in any game, practice, cup, tournament, tryout, or to register as a player for a subsequent season until the registration fee is received by the NYAA.

Players whose families are relocating out of the Northwestern Soccer program coverage area are subject to these policies as well.

### **Late Registrations & Refunds**

Open registration for Northwestern Soccer is posted on our website. If a player misses registration they will no longer be able to register online. Late registrations are handled with a form that is completed and sent via US mail. A late registration will incur a late registration fee. The amount of that fee is published on the Late Registration Form. Any player seeking a late registration must receive approval from the soccer director prior to the registration being accepted. Depending on the soccer program that you are attempting to enter, the player may be placed on a waiting list.

When a written request to withdraw a registration is received before the first game, Northwestern Soccer will refund the entire registration fee minus any league or uniform fees already paid for that player. There will be no refunds after a player has participated in any tournament or regular season match. Any donations/fundraisers that are collected during registration are not refundable. All refunds must be approved by the Northwestern Soccer director.

### **Sponsorships**

Sponsorships can be made out to NYAA with notations in the memo field for which specific team the funds are to be allocated (i.e. U10Boys Coaches Name). Northwestern Soccer will track the funds and credit that teams account. If no team is specified the funds will be deposited into the general soccer fund. Funds from the general soccer fund are distributed based on program-wide need and is at the discretion of the Director of Soccer. The Soccer Director will track specific team budgets. Distribution of funds from these accounts will only be done with invoice or receipt showing proof of payment for soccer related activity (tourney, training, apparel, equipment, etc).

## **Program Wide Fundraisers**

Program wide fund raising (spirit wear, picture day, etc) should be made payable to NYAA. Northwestern Soccer will track money and credit the General Soccer fund. The Soccer Director will allocate money based on overall program needs (equipment, overhead, and training).

## **Individual Team Funding**

Each season a team is awarded a budget. That dollar amount will vary each season. The amount depends on several factors and is determined by the Director of Soccer. Outside of the team budget provided by Northwestern Soccer, individual team fund handling is at the discretion of that team's coaching staff (or designated team manager). It is typical for a team's costs to be higher than the team budget allotment by a significant amount. To cover these costs some teams choose to do fundraisers while others may simply split the cost evenly among all families. If you choose to hold fundraisers all funds must flow through the NYAA. This is an organization wide policy. Please see "Soccer Team Fundraiser Procedure" for the specific process to follow when holding a fundraiser. Any check that is for a team's soccer related fundraiser must be made payable to NYAA. Northwestern Soccer will track the funds and credit that individual team's account. Money in a team's account will be distributed by the NYAA treasurer upon the Soccer Director's approval for any of the following:

- Uniforms
- Tournament Fees
- Soccer Training
- Soccer Apparel
- Soccer Equipment
- End of year team party
- Trophies/Medals/Plaques
- Any other director approved soccer related expense

Money will be distributed to a team after a check request has been submitted to the soccer director. Requests must include at least one of the following:

- Invoice for approved good or service
- Receipt showing proof of payment for soccer related activity
- Statement of planned expense and supporting documentation. (i.e. The check request will be for a tournament entrance fee. You must submit documentation showing tournament date, location, and fee listing.)

## **Individual Team Funding Provisions**

- A. Any money raised by a team under the Northwestern Soccer name becomes property of that team and will be deposited into their team account. While individual sales goals may be set for team members in a specific fundraiser, any money that is raised belongs to that team and not the player that raised the funds. Individual players do not have any claim to any specific money in their respective team account. (This includes parents that simply write checks. This is considered a "Parent Fundraiser".)
- B. The end of the soccer year is June 30<sup>th</sup>.

- C. A team may carry over a maximum of \$1500 from one soccer year to the next. Any amount over \$1500 will be moved from the teams account into the General Soccer Fund. Coaches are encouraged to spend money on their current team however a carryover is allowed due to higher fall seasonal costs and planned fall season expenses such as professional trainers or preseason tournaments. There is no limit to the amount of funds that can be carried over between the fall and spring seasons.

A team may request they be allowed to carry over an amount greater than \$1500. There must be a specific reason for this exception such as the hiring of a professional trainer or a special tournament that is a great distance and is extremely costly. You must request this exception in writing and the exception must be approved by the Director of Soccer.

- D. If a team has money left in their team's individual account at the end of a soccer season and they are unable to form a team for the subsequent season, all money in their account will be transferred into the General Soccer Fund.
- E. EPYSA requires that each team maintain a minimum number of its original players for the entire seasonal year to keep a team alive. Teams registered in 8 v 8 age groups must keep a minimum of 7 original players and teams registered in 11 v 11 age groups, must keep a minimum of 9. Northwestern Soccer will use this same measurement to determine if a team is "the same team" from season to season and year to year.
- F. An exception to Provision (E) above – If a team officially disbands (breaks up) by any means and is recognized as doing so by the Director of Soccer, that team is considered non-existent and any money in their team account will be transferred into the General Soccer Fund as stated in Provision D. Even if a new team is formed with the required amount of players to be considered the same team, that team will not be considered the same team but a new team with no rights to any previous team money or sponsorship.
- G. Any financial penalty (fine) administered to the Northwestern Soccer program due to the actions (or lack thereof) of a specific coach or team on behalf of an outside league or organization such as LVYSL or EPYSA will be paid for from that specific teams account.

Examples:

- 1) U11 Boys LVYSL travel team is fined \$5.00 for not reporting a game within the required amount of time. That \$5.00 fine will be passed on to that teams account.
- 2) U16 Girls LVYSL travel team reschedules a game and the reschedule date is only 7 days in the future instead of the required 10 days. Northwestern will be fined \$25 for this and that \$25 fine will be administered to the U16 team account.

**Note:** The fines above are current examples of LVYSL fines. The amounts may change at any time. Fines are typically administered several weeks after a season has ended. There is no way for the program to know what fines will be assessed until they are given to us by the organization. As such, even though the fines are after the season, they will be administered to the team account when given to the club. A team's balance CAN go negative. If that occurs, that team does not need to deposit money into its account to balance it out at seasons end.

- H. Failure to follow the Northwestern Soccer Uniform Policy will result in a forfeiture of the team's allowance (budget) for each season they wear the "illegal" uniforms.