

# WAYS and MEANS Guidelines

Established: June 15, 1999

Amended: October 10, 2017

## **1. Ways and Means Policy Objectives**

Penticton Minor Hockey Association ("PMHA") exists to foster participation and training in the sport of minor hockey for children and youth. The goal of the Ways and Means Policy is to establish guidelines, which will allow those in need to participate in the sport by providing financial assistance through the waiving, in full or in part, of basic registration fees, possibly tryout fees and equipment.

## **2. Ways and Means Distribution Authority**

The final approval for the waiving of any registration fee rests with the Board of Directors (the "Board"), on the recommendation of the Ways and Means Committee (the "Committee").

The Committee makes recommendations to the Board regarding all requests for assistance submitted to Penticton Minor Hockey Association. The Committee oversees the Ways and Means process within the policies and guidelines approved by the Board. Specifically, the Committee:

- a. Reviews requests for assistance and reports, with recommendations, to the Board;
- b. Performs follow-up assessments of fees waived, as required;
- c. Reviews the Ways and Means Policy annually and makes recommendations to the Board for amendments, if required.

The Ways and Means Committee shall include the Registrar, President and the Treasurer. The Registrar shall Chair the Committee.

## **3. General Policies**

- a. Requests for financial assistance shall be considered for PMHA programs only;
- b. Each request for assistance shall be considered on an individual and confidential basis;
- c. The Ways and Means Committee shall hold the identity of any person(s) requesting assistance in confidence.
- d. The Registrar shall act as the liaison between PMHA and those requesting support;
- e. The waiving of basic registration fees, in full or in part, is considered for special circumstances, and shall not be considered as a source of ongoing financial assistance;
- f. Ordinarily, the maximum allowable relief of financial hardship for a participant shall be a full basic registration fee.
- g. Families with three or more registrations may submit a written request, which will be considered by the ways and means committee.

## **4. General Procedures**

- a. Written requests for assistance shall be submitted to the Registrar, in confidence;
- b. Each application on behalf of a participant must be initiated by an adult;
- c. Members of the Committee shall endeavor to review applications for support and make recommendations to the Board at the earliest possible meeting;
- d. Parent(s) or guardian(s) of players who receive support shall be asked to volunteer in the PMHA concession during **team practices/games**.