



Northern Virginia Alliance (NVA)

ECNL Financial Policy

2023-2024

Our Financial Policies have been established in order to:

1. Clarify the financial commitment undertaken by families in accepting a position on a NVA ECNL team;
2. Ensure the ongoing financial stability of our NVA ECNL teams;
3. Outline our refund policies and procedures.

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I. Fees

Players accepting a position on a NVA ECNL team assume responsibility for fees to defray the costs associated with the program. The fees cover the expenses associated with ongoing programming, and must be collected in a timely fashion to ensure financial continuity for the Club and its teams.

Fees include, but are not limited to:

Club Registration Fees: Fee payable to NVA for the 2023-2024 seasonal year, covering coach compensation, field use, league fees, administrative expenses, referee fees, supplemental player insurance, background checks, and increased player development support.

Uniform Fees: Families purchase their players' uniform kits directly from our approved vendor. Custom NVA ECNL uniform kits are updated every other year. 2023-2024 marks the first year of two-year cycle. Detailed uniform purchase information can be found on the NVA website.

NVA ECNL Team Fees U13-U19: the NVA ECNL Program Manager will collect any NVA ECNL team fees as required and/or needed. Team fees are based on each specific team's requirements, and may include conference travel for coaches, coach travel to tournaments, administrative costs, etc. NVA ECNL team fees must be paid on time. All players selected for NVA club organized travel are responsible for paying the weekend travel fee. Team fees do not cover personal travel costs for player and family. Please note that NVA ECNL team fees are not included in financial assistance awards. Any NVA ECNL player who is more than 60 days in arrears on either Club or team fees may be suspended from team activities.

II. **Financial Commitment**

In accepting a position on a NVA ECNL, a player and his/her family are agreeing to a financial commitment to that team for the entire seasonal year. Except in specific circumstances, players leaving the team before the end of the seasonal year are expected to pay NVA ECNL Club fees in full without regard to when the player withdraws; as such, fees are a part of the team's overall budget for the year. Additionally, players are responsible for all team and tournament fees regardless of whether the player participates.

III. **Club Fee Payment Schedules**

Families joining a NVA ECNL team may choose one of three payment options:

1. Payment in full at time of acceptance (\$2,850)
2. Four-month installment plan. NVA ECNL players must submit their first installment of \$760 (includes \$10 service fee) immediately upon acceptance to secure their spot. Remaining Club fees are split into 3 additional monthly installments of \$710 (includes \$10 service fee).
3. Nine-month installment plan. NVA ECNL players must submit their first installment of \$340 (includes \$10 service fee) immediately upon acceptance to secure their spot. Remaining Club fees are split into 8 additional monthly installments of \$325 (includes \$10 service fee).

Automatic Payment: Payment information for families choosing an installment plan will be kept on file and automatically charged each month. Families are responsible for ensuring their forms of payment are viable and up to date. When a payment is declined, payment information must be updated in the account within five business days. Although the Club will make every effort to contact the family to provide a new form of payment, the burden is on the family to notify NVA of a lost, stolen, expired, or denied credit card.

Multi-Payer Families: Families that share expenses between multiple parties (e.g., separated and divorced families, shared custody situations, grandparents, friends, etc.) must designate a single primary party responsible for coordinating payments. NVA cannot collect fees from multiple sources.

IV. Penalties for Non-Payment

Because fees cover ongoing operating expenses, including coaches' salaries, families are expected to make payment in a timely fashion.

Any player whose account is more than two payments in arrears of NVA ECNL Club fees will be contacted by the Club to make arrangements for payment. Players are expected to pay team fees promptly according to the schedule provided by the NVA ECNL Program Manager.

Delinquent players may be suspended from play, including practices, games, tournaments, and events. Any player whose family is not current on payments at the end of the seasonal year will be unable to participate in end-of-season events and will be ineligible for placement for the following seasonal year.

V. Refund Policy

Any player meeting one of the criteria below may be eligible for at least a partial refund of NVA ECNL Club fees. (Refunds of team fees may not be possible, as team finances are budgeted against a certain number of players on the roster; families should consult with the NVA Program Manager regarding any potential refund of team fees.)

Team Viability: In the unlikely event a player has accepted an invitation to join a NVA ECNL team, and has paid some or all of his/her annual Club fees, and due to an inability to form a full roster the team is disbanded, the player is entitled to a 100% refund of their Club fee payment. Fees may be adjusted if some services have been provided (e.g., if the team received training prior to disbanding).

Serious Injury or illness: Any player who incurs a serious injury or illness lasting more than three consecutive months between August and May will be entitled to a refund equal to 15% of their annual Club fee, assuming the player does not train or participate in games during this time. Eligible players missing two separate periods of more than three consecutive months of play between August and May will be entitled to a refund equal to 30% of their annual Club fee. Under no circumstances will a player be entitled to a refund greater than 30% of their annual Club fee. In requesting a refund due to injury or illness, families must provide a doctor's note.

Family Relocation: Player families who relocate outside of the Northern Virginia league area prior to October 1 will be entitled to a refund of 30% of their annual Club fee. Players relocating after October 1 will not receive a refund. Exceptions may be considered on a case-by-case basis upon review by the Club.

Any player submitting a refund request due to injury, illness or relocation will be removed from the team roster when the refund request is received. Thus, players who wish to continue to attend team events and return to the team should not apply for a refund.

While NVA acknowledges that families may have other priorities that supersede their player's soccer schedule, no refunds will be made for missed events.

Similarly, because the majority of Club expenses are committed regardless of individual field closures, missed games or practices due to inclement weather or other causes beyond the control of NVA are not subject to a refund. Although the Club will make all reasonable efforts to find alternate locations for and/or reschedule cancelled games or major events, in most cases, the coach and/or the Club are not obligated to make up cancelled practice sessions.

VI. Refund Request Procedure

All refund requests for ECNL must be submitted in writing by one of the player's parents. Completed refund requests should be submitted as follows:

Requests should be addressed to the NVA ECNL Program Manager (kate.murphy@nvasoccer.com) and copying the appropriate ECNL Director:

Director of ECNL Boys: maurice.hughes@nvasoccer.com

Director of ECNL Girls: phil.liversedge@nvasoccer.com

VII. Financial Assistance Program

NVA is committed to ensuring that all players have the opportunity to participate in our programs regardless of economic status. As such, NVA offers Financial Assistance to help qualified families offset Club fees. Financial assistance awards are for a single seasonal year, and must be applied for annually. Financial assistance covers Club fees only; families receiving financial assistance are expected to pay (reduced) uniform fees (if required) and team fees.

To receive financial assistance, several qualifications must be met:

Eligibility: Because qualification is based primarily on family income, all families applying for assistance must submit income verification documents.

Thresholds: For the 2023-2024 seasonal year, the eligibility threshold will be an annual gross family income of \$65,000 or less. For families who exceed the family income threshold, other factors, such as unemployment or financial hardship will be considered and must be detailed in the financial assistance application.

Verification: All families applying for financial assistance must submit copies of one of the documents below. (NVA reserves the right to request additional information.)

1. Free or reduced lunch documentation (prior year)
2. Medicaid card
3. Most recent 1040 Income Tax Return

Financial assistance funds are finite; qualifying families applying after the fund has been exhausted may be turned away despite their qualifications or application date. Families are therefore encouraged to apply early and completely for the best chance of receiving an award. Incomplete applications will not be considered until all required information and documents are received.

Volunteer Service: Families receiving financial assistance are expected to volunteer an additional number of hours each season. Failure to complete requested volunteer hours may result in suspension from team activities. Families and players unable or unwilling to contribute volunteer hours should not apply for financial assistance.

VIII. Financial Assistance Application

The financial assistance application form is available on the NVA website at nvasoccer.com

For the 2023-2024 seasonal year, NVA ECNL U13-U19, financial assistance applications must be submitted no later than 5:00 pm on Friday, May 12, 2023.

Players seeking financial assistance must be registered for NVA Player Placement for the 2023-2024 seasonal year. Players may submit paperwork prior to receiving an offer for a NVA ECNL team; however, the final evaluation process will not begin until the player receives an offer.

NVA will review all completed applications and will award financial assistance within 15 days of the application deadline. As noted above, funds are finite, so families are encouraged to apply as early as possible for their best chance of an award.

Families that experience a mid-season change in financial circumstances, or players added to rosters late in the season may notify the Club and submit a financial assistance application after the deadline, as funds may remain available after the initial application period. Eligibility, threshold, verification, and contribution conditions are the same as outlined above.

Notification of the committee's decision will be sent to the applicant via email, with instructions for accepting any award. Awards must be accepted and any initial payment made within 10 days of receipt of the offer. After this deadline, the award may be offered to another qualified player. In the event a player has already accepted and made initial payment, any approved amount can be credited to the player's account.

Please note that financial assistance awards are made on a sliding scale. Completed applications, including all documents, should be emailed to:

chris.stanley@nvasoccer.com

Incomplete applications will not be considered until all information and documents are received.

IX. Team Fundraising

Teams may wish to fundraise to help defray team fees. While teams are encouraged to fundraise through restaurant nights and similar events, please contact the NVA ECNL Program Manager at **kate.murphy@nvasoccer.com** for approval. Teams interested in direct-to-team sponsorship from local businesses must also receive approval from the NVA ECNL Program Manager, as such sponsorships may conflict with existing Club sponsors.