

Team Treasurer Guidance for Financial Aid Players – Revised July 2020

Financial Aid – Team Fees

For players awarded Arlington’s traditional financial aid, Arlington collects Team Fees from the families along with their club fees to allow those families to better budget their payments over an extended time. Team fees are deposited into team accounts at **two** times during the year—late October and late March—assuming the player is current on their payments. Treasurers are notified of any players who are awarded aid. Team fees above these amounts will need to be added with a similar payment schedule as the rest of the team. Currently Arlington is collecting the following toward team fees from the FA Families:

All U9-U1 - \$300	All Academy - \$600
All Tier 2 - \$400	All Tier 3 - \$300
U16 and up Tier 1 - \$600	U13-U15 Tier 1 - \$500

Groundwork Team Fee Set up

If the estimated per player team fees **DO NOT EXCEED** the above listed amount already being collected by Arlington, then you will only need to set up the team fee transfer payments for your FA players. **DO NOT** send a sign-up invitation to their parents. Establish two payments with the “due dates” set for **6/30/21**. Use the description “FA Team fee transfer payment from ARL”.

If the family is current on their payments, Arlington will mark the first team fee installment paid after the Fall team fee transfer is made. Arlington will mark the second team fee installment paid after the Spring team fee transfer is made. You should verify that the FA team fee transfers in your monthly team account statements match the FA team fee transfer payments in your Groundwork account. If they do not balance, please contact kayluzius@arlingtonsoccer.com.

IMPORTANT: If the estimated per player team fee based upon your budget comes to **LESS THAN** what ARL is collecting from the FA families, we **strongly recommend** collecting that same amount from all families so that everyone pays in the same amount and the end of year credits or transfers are the same for all players on your team. If you choose to collect less than the FA team fee amount from your non-FA families, you will need to **REFUND** the excess fees paid by the FA families by submitting an expense form requesting the refund of excess team fees to expenses@arlingtonsoccer.com.

If the estimated per player team fees is **GREATER** than the above listed amount which ARL is collecting directly from the families, then you will need to set up the two ARL FA Transfer payments as described above **AS WELL AS** a payment schedule for the additional team fees which you need to collect from the FA families.

FOR EXAMPLE: ARL is collecting \$300 in team fees from the family but your budget calls for each player to pay \$350. You would set up the two \$150 “FA Team fee transfer payment from ARL” with the June 30, 2021 due date and then you would also need to set up a payment schedule for the additional \$50 which you need to collect directly from the FA family.

Any extra fees that need to be collected directly from the families should be set up on the same payment schedule as your other team families. Please use the description “Additional Team fees owed by Family”. You would then need to invite the FA family to sign-up to pay these **ADDITIONAL** team fees. If the FA family has questions about this new process, please direct them to contact the Arlington Soccer office.

Finally, it should go without saying, but please be sensitive to the confidential nature of this information with regard to the financial aid players and their families.