

(Updated April 18th, 2019)

The spring is upon us and biking time is coming. This is a reminder and a notification of a policy change

Reminders:

- Get your Criminal Record checks done and submitted.
- Send in your Emergency Action plan.

I need both above items to insure your program.

Notification of Policy Change:

Due to the overwhelming success of iRide Sprockids over the past 2 years, in 2019, we are introducing tiered admin fees for Year Two programs as follows:

<u>Year Two+</u> : Program Income (each 4-8 Week program)	CCN Fees (6.5%)	Admin Fee/Program	COI Requests	COI Value
\$0 - \$1000	Yes	\$50.00	Free	\$50
\$1000 - \$2000	No	\$200.00	\$10	\$50
\$2000 +	Yes	\$200.00	\$20	\$50

This tiered pricing will ensure that smaller programs remain sustainable. For 2019, your invoicing should reflect the above noted change.

What does this mean if you are running more than one program? Your admin fee will be charged based on the income of that program generates.

What if I already completed the \$200 payment? We will sort it out at the end of the program on an individual basis.

What if I am a new iRide Development Grant recipient and in my first year?

If you are Year One program, your grant includes admin/insurance and CCN fees up to \$2000 TOTAL income across all programs you run. After which point, you will be charged the CCN fees (6-10%).

<u>Year One</u> : Program Income (Total income of all programs)	CCN Fees (6.5%)	Grant Start-Up	COI Requests	COI Value
\$0 - \$1000	No	\$150.00	Free	\$50
\$1000 - \$2000	No	\$150.00	Free	\$50
\$2000 +	Yes	\$150.00	Free	\$50

Therefore, if you are a new grant recipient and accumulate more than \$2000 total income this year, please be ready to cover the CCN fees for any income over the \$2000 mark.

Please contact me if you have any questions and this policy change.