13GEM SPORTING

Scholarship Opportunity Program Policy

Policy Number: SOP-001
Version: 1.1
Related Program: 13GEM Sporting Scholarship Opportunity Program
Effective Date: 9/10/2026
Approved By: Jacob Echevarria
Last Reviewed: 9/10/2026

1. Purpose

The purpose of the **13GEM Sporting Scholarship Opportunity Program** is to help eligible families participate in 13GEM Sporting programs when household financial circumstances would otherwise create a significant barrier to participation.

The Scholarship Opportunity Program is intended to provide structured, consistent, and financially responsible tuition assistance while allowing 13GEM Sporting to continue operating sustainable programs.

Scholarships are reductions in eligible program tuition. They are not cash payments to families and have no cash value.

2. Scholarship Philosophy

13GEM Sporting believes financial circumstances should not unnecessarily prevent children and families from accessing beneficial sports, recreation, fitness, and wellness opportunities.

At the same time, scholarship awards must be administered consistently and according to established eligibility standards.

The program is therefore based on:

- Household income;
- Household size;
- Federal Poverty Level calculations;
- An established Scholarship Sliding Scale;
- Reasonable documentation;
- Consistent eligibility rules;
- Applicant privacy; and
- Available scholarship resources.

3. Eligibility

Scholarship eligibility is determined according to the policies of the 13GEM Sporting Scholarship Opportunity Program.

Eligibility may depend upon:

- Household size;
- Countable household income;
- Applicable Federal Poverty Guidelines;
- Calculated and rounded household FPL percentage;
- Scholarship type;
- Program eligibility;
- Available scholarship resources; and
- Other applicable 13GEM Sporting policies.

An application does not guarantee a scholarship award.

4. Federal Poverty Level Standard

13GEM Sporting uses the applicable annual **HHS Poverty Guidelines** for the 48 contiguous states and the District of Columbia as the federal income reference for scholarship eligibility in Washington State.

For administrative purposes, 13GEM Sporting may refer to these guidelines as the:

Federal Poverty Level (FPL).

The applicable guideline is based on the family's scholarship household size.

5. Standard Scholarship Eligibility Limit

Standard Scholarship eligibility extends through:

200.00% FPL

A household whose calculated and rounded FPL percentage is above **200.00% FPL** is not eligible for a Standard Scholarship.

A household above 200.00% FPL may be considered for a **Hardship Scholarship** when a genuine qualifying unforeseen hardship has significantly changed the household's financial circumstances.

6. Scholarship Award Range

The Standard Scholarship Sliding Scale is:

Rounded Household FPL Percentage	Scholarship	Family Tuition Responsibility
At or below 100.00%	70%	30%
Over 100.00% through 125.99%	65%	35%
126.00% through 150.99%	60%	40%

Rounded Household FPL Percentage	Scholarship	Family Tuition Responsibility
151.00% through 175.99%	55%	45%
176.00% through 200.00%	50%	50%
Above 200.00%	No Standard Scholarship	100%

The Scholarship Committee or administrator does not select a percentage based upon sympathy or personal preference.

The family's calculated and rounded FPL percentage determines the applicable scholarship percentage.

7. Maximum Scholarship

The maximum scholarship available under the standard Scholarship Sliding Scale is:

70% of eligible program tuition.

The family remains responsible for at least 30% of eligible tuition, plus 100% of the applicable registration fee.

8. Registration Fee Policy

Registration fees are **not eligible for scholarship coverage**.

Families are responsible for:

100% of the applicable registration fee.

The current 13GEM Sporting registration fee is:

6.25% of the family's scholarship-adjusted tuition amount owed at checkout.

The calculation order is:

1. Determine the original eligible program tuition.
2. Apply the approved scholarship percentage.
3. Determine the remaining tuition amount owed by the family.
4. Multiply the remaining tuition amount by **6.25%**.
5. Round the registration fee to the nearest cent using standard currency rounding.
6. Add the registration fee to the remaining tuition amount to determine the total family checkout responsibility.

For example:

$300 program with a 50% scholarship

- Original tuition: $300.00
- 50% scholarship: $150.00

- Family tuition responsibility: $150.00
- Registration fee: $150.00 × 6.25% = $9.375
- Registration fee rounded to nearest cent: **$9.38**
- Total family responsibility: **$159.38**

The scholarship reduces tuition first. The registration fee itself is **not discounted by the scholarship**.

9. Scholarship and Registration Discounts

Scholarships and registration discounts are **mutually exclusive for the same registration**.

A family may use:

An approved Scholarship OR applicable registration discount(s), but not both.

Scholarships may not be combined or stacked with registration discounts such as:

- Multi-Child Discounts;
- Multi-Sport Discounts;
- Early Registration Discounts; or
- Other current or future 13GEM Sporting registration discounts.

A family that qualifies for a scholarship and also qualifies for an available registration discount may choose the applicable option it wishes to use, subject to the terms of the applicable registration program.

The purpose of this rule is to prevent scholarship assistance and separate registration discounts from being stacked on the same program registration.

This policy does not determine whether multiple non-scholarship registration discounts may be combined with one another. That issue is governed by the applicable 13GEM Sporting registration-discount rules.

10. Household Size

For Scholarship Opportunity Program purposes, household size generally consists of:

Parent(s) or legal guardian(s) plus children age 18 or younger who are part of the family unit.

Extended family members and unrelated individuals do not count merely because they live in the same residence or receive financial support from the applicant.

Detailed household rules are contained in:

SOP-002 — Household Size & Child Support Income Policy.

11. Child Support

Child support **actually received** by the applicant household is included as household income.

The other parent's entire income is not included merely because that parent pays child support.

Child support paid by the applicant household is not deducted from household income.

12. Household Income

Household income is calculated according to:

SOP-004 — Scholarship Income Definition & Calculation Policy.

13GEM Sporting uses income information reasonably representative of the household's financial circumstances according to the applicable scholarship process.

13. Documentation Principle

13GEM Sporting follows the principle:

Documentation Should Be Proportional.

13GEM Sporting will request only documentation reasonably necessary to verify eligibility, establish household income, verify household size, or resolve a legitimate material eligibility question.

Families should not be required to disclose their entire financial lives for a modest scholarship.

Reasonable alternative documentation may be accepted when a preferred document is unavailable.

14. Scholarship Application

Families seeking a Standard Scholarship should submit:

SOP-005 — Standard Scholarship Application

together with reasonably necessary supporting documentation.

Applications should be reviewed consistently and confidentially.

15. Standard Scholarship Eligibility Period

A Standard Scholarship is generally approved for:

12 months from the family's approval date.

During that period, the approved scholarship percentage may generally be used for eligible 13GEM Sporting programs, subject to:

- Program eligibility;
- Program capacity;
- Scholarship-resource availability;
- Registration requirements; and
- Applicable 13GEM Sporting policies.

16. Annual Scholarship Re-Evaluation

Standard Scholarship eligibility is generally re-evaluated annually.

At renewal, the family provides updated household and income information.

The family's eligibility is recalculated using the most recently adopted FPL table.

The previous scholarship percentage does not automatically renew.

17. Annual Federal Poverty Guideline Updates

New scholarship applications and annual renewals use the most recently adopted FPL table.

An existing Standard Scholarship award is **not recalculated solely because a new annual federal poverty guideline is published** during the family's approved eligibility period.

18. Significant Changes in Financial Circumstances

Ordinary income changes during a Standard Scholarship's 12-month eligibility period generally do not trigger a mid-year recalculation.

A family experiencing a significant and unforeseen negative financial change may request consideration under the Hardship Scholarship process.

19. Hardship Scholarship Opportunity

A Hardship Scholarship is intended for genuine unforeseen circumstances that significantly change a family's financial situation.

Examples may include:

- Involuntary job loss;
- Significant involuntary reduction in work hours;
- Significant unexpected reduction in earned income;
- Death of a parent or spouse;
- Divorce or separation causing substantial loss of household resources;
- Serious illness or injury resulting in significant income loss or substantial unreimbursed expenses;
- Disability affecting income;
- Loss of housing or displacement;
- Fire or natural disaster;
- Unexpected termination or substantial reduction of child support previously received; or
- Another extraordinary unforeseen event causing significant financial impact.

Hardship Scholarships are temporary and are not automatically awarded merely because program costs are difficult for a family to pay.

20. Hardship Scholarship Scale

Hardship Scholarships use the **same Scholarship Sliding Scale** as Standard Scholarships.

The Committee does not create a separate hardship percentage or select an award based upon sympathy.

The Committee:

1. Determines whether a qualifying hardship occurred;
2. Determines the hardship's financial impact;
3. Establishes current or adjusted household income;
4. Calculates the household's FPL percentage;
5. Rounds the FPL percentage according to policy; and
6. Applies the existing Scholarship Sliding Scale.

21. Hardship Scholarship Duration

A Hardship Scholarship is generally approved for:

One registration cycle or program season.

Continued hardship assistance requires re-evaluation at the family's next applicable registration cycle.

22. FPL Rounding

FPL percentages are rounded to **two decimal places before applying the Scholarship Sliding Scale**.

Standard mathematical rounding applies.

For example:

- 125.994% becomes **125.99%**
- 125.995% becomes **126.00%**

The calculated and rounded FPL percentage controls the scholarship determination.

23. Scholarship Availability

Financial eligibility does not guarantee scholarship-resource availability.

13GEM Sporting may limit awards based upon available scholarship resources.

A family should not be characterized as financially ineligible merely because scholarship resources are unavailable.

24. Confidentiality and Privacy

Scholarship applications and supporting information are confidential.

Information should be shared only with people who have a legitimate administrative need to know.

Coaches, donors, sponsors, volunteers, and unrelated staff should not receive detailed family financial information merely because of their role or relationship with 13GEM Sporting.

25. Scholarship Committee

13GEM Sporting may maintain a Scholarship Committee to oversee substantive scholarship determinations, hardship cases, unusual eligibility questions, reconsiderations, conflicts, and policy administration.

Routine applications clearly determined by established policy may be processed administratively when appropriate.

26. Conflicts of Interest

Anyone participating in a scholarship determination must disclose and appropriately address an actual, potential, or perceived conflict of interest.

Personal relationships, donor relationships, business relationships, or leadership status may not be used to obtain favorable or unfavorable scholarship treatment.

27. Applicant Responsibility and Accuracy

Applicants are responsible for providing information that is accurate and complete to the best of their knowledge.

Good-faith mistakes should be distinguished from:

- Fraud;
- Intentional misrepresentation;
- Falsified documentation; or
- Intentional failure to disclose material information existing when the application was submitted.

28. Scholarship Decisions and Reconsideration

Families may request reconsideration of a scholarship determination when they believe a material:

- Factual error;
- Income error;
- Household-size error;
- FPL calculation error;
- Rounding error;
- Policy application error;
- Documentation issue; or
- Conflict-of-interest issue

affected the decision.

Reconsideration is intended to correct material errors, not negotiate the Scholarship Sliding Scale.

29. Payment of Family Responsibility

Families remain responsible for:

- Scholarship-adjusted tuition;
- 100% of the applicable registration fee; and
- Other legitimate program charges not covered by scholarship.

When available, a payment plan may allow the family to pay its remaining responsibility over time.

A payment plan does not increase the scholarship percentage.

30. Program Administration

13GEM Sporting should maintain sufficient administrative records to reproduce and explain scholarship determinations while avoiding unnecessary retention of private family information.

31. Policy Review

This policy should be periodically reviewed for:

- FPL updates;
- Registration-fee changes;
- Program growth;
- Administrative experience;
- Scholarship-resource availability;
- Registration-discount changes; and
- Other material operational developments.

32. Governing Scholarship Principles

The Scholarship Opportunity Program is governed by the following principles:

Household circumstances establish the facts.

Policy establishes how those facts are calculated.

The calculated and rounded FPL percentage establishes the scholarship percentage.

Scholarships reduce eligible tuition.

Families remain responsible for scholarship-adjusted tuition plus 100% of the applicable registration fee.

Scholarships and registration discounts cannot be combined for the same registration.

Documentation should be proportional and minimally invasive.

Hardship assistance should be genuine, objective, temporary, and based on the same Scholarship Sliding Scale.

Scholarship information should remain confidential.

33. Approval

Approved By: Jacob Echevarria

Title: Founder, Owner, Director

Signature: JE

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