

A. PARTICIPATION POLICY FOR RESIDENTS AND NON-RESIDENTS OF EAST GRAND FORKS

- a. East Grand Forks Parks & Recreation is a community-based recreation program, which is supported in part by East Grand Forks residents' property taxes. When necessary, program fees will be charged to help cover additional costs to the department, which are not provided for in the total city budget. The City of East Grand Forks will make every effort to keep program fees to a minimum necessary figure.

B. YOUTH & TEAM SPORTS PARTICIPATION RULE

- a. It is the policy of the East Grand Forks Parks & Recreation Department to give every youth resident of East Grand Forks an opportunity to participate and compete in Parks & Recreation Department sponsored youth sports programs if they so desire. The opportunity to participate is to be available to all youth residents of East Grand Forks, regardless of ability level. All registrations will be taken on a first come, first serve basis; with priority being given first to registered participants whose primary residence is within the city limits of East Grand Forks.
- b. Participants on youth sports teams sponsored by the Parks & Recreation department must register for their activity through the EGF Parks & Rec Department. Eligible participants of youth sports must meet at least one (1) of the following criterion:
- i. Registered participants primary home residence of their parent(s) or legal guardian(s) is within the City limits of East Grand Forks
 - ii. Registered participants primary home residence of their parent(s) or legal guardian(s) is outside of City Limits, but within Polk County and attends a school in East Grand Forks
 - iii. Registered participants primary home residence of their parent(s) or legal guardian(s) is outside of City Limits, but within Polk County and the participant does not have the offered sport or activity in the community in which they reside.
- c. **Non-Resident Participation Request**
- i. Interested participants who do not meet at least one of the above listed criterion, must file a **Non-Resident Participation Request form** with the Parks & Recreation Department at least 14 days prior to the close of registration. The request will be reviewed and responded to by the Superintendent of Parks & Recreation within 14 days of the request being received.
 - a. Interested participants who must submit a **Non-Resident Participation Request form** prior to registration include:
 - a. Primary residence is outside City limits, but within Polk County and the interested participant does not attend a school within East Grand Forks.
 - b. Primary residence is outside of Polk County, the interested participant attends an East Grand Forks School, and/or the community of their primary residence does not offer the sport or activity in which they are requesting to participate.
 - c. Any other requests not listed under the three criteria described in Category B, Subsection B of this policy.
- d. Recognized East Grand Forks Schools are the following: Independent School District 595, Sacred Heart Schools, and Riverside Christian School. Attendees of Home or Charter Schools will be considered for participation based upon their primary home residence.

- e. East Grand Forks Parks & Recreation may charge a nonresident participation fee to anyone living outside East Grand Forks city limits to ensure equity with East Grand Forks residents who support the program through their property taxes. Please refer to the East Grand Forks Parks and Recreation website for sport/activity specific registration fees.

C. SUBMISSION OF REQUEST FORM

- a. Non-Resident participation requests must be submitted to the Parks & Recreation Office at least 14 days prior to the close of registration for the requested activity. The request will be reviewed and responded to by the Superintendent of Parks & Recreation with 14 days of the request being received.
- b. Completed Participation Request forms must be submitted along with a Proof of Residence (i.e. picture ID, piece of mail verifying address, etc.), and a Proof of School Enrollment (i.e. school ID or report card). Any Participation Request forms submitted without the requested supporting documentation will be considered incomplete.
- c. Request Forms can be submitted in any of the following ways:

Mail to:

East Grand Forks Parks & Recreation
600 DeMers Ave.
East Grand Forks, MN 56721

Delivered to:

Parks & Recreation office
East Grand Forks City Hall
1st Floor, East Wing
600 DeMers Ave.
East Grand Forks, MN 56721

Emailed to:

Jorgen Erickson
Parks & Recreation Superintendent
jerickson@eastgrandforks.gov

or

John Wuitschick
Recreation Supervisor
jwuitschick@eastgrandforks.gov



Non-Resident Participation Request

Interested participants who must submit a **Non-Resident Participation Request form** prior to registration include:

- Primary residence is outside City limits, but within Polk County and the interested participant does not attend a school within East Grand Forks.
- Primary residence is outside of Polk County, the interested participant attends an East Grand Forks School, and/or the community of their primary residence does not offer the sport or activity in which they are requesting to participate.
- Any other requests not listed under the three criteria described in Category B, Subsection B of the Participation Policy for Residents and Non-Residents of East Grand Forks

Non-Resident participation requests must be submitted to the Parks & Recreation Office at least 14 days prior to the close of registration for the requested activity. The request will be reviewed and responded to by the Superintendent of Parks & Recreation with 14 days of the request being received.

Please complete the below:

Last Name: _____ First Name: _____

Primary Home Address: _____ City: _____ State: ____ Zip Code: _____

Parent/Guardian Name: _____

Preferred Phone Number: _____ Preferred Email Address: _____

Gender: ☐ Male ☐ Female

Date of Birth: _____ / _____ / _____
MONTH DATE YEAR

School Currently Attended: ☐ ISD # 595 - Current School & Grade: _____
☐ Sacred Heart Schools – Current Grade: _____
☐ Riverside Christian School – Current Grade: _____
☐ Other: Please list school and grade: _____
☐ Attend a Home/Charter School

Note: Home/Charter school enrollee's will be considered for participation based upon their primary home residence address

Activity(s) which you are requesting to participate: _____

Does the community of your primary home residence offer this activity? ☐ Yes ☐ No

If no, has your home community in the past offered this activity, or do they have plans to again in the future? ☐ Yes ☐ No; Please Explain: _____

Once you have completed this non-resident participation request form, return it along with a proof of residence and school enrollment to the East Grand Forks Parks & Recreation Department office by email or in person for processing. To check the status of this request, contact the East Grand Forks Parks & Recreation office.

East Grand Forks Parks & Recreation
600 DeMers Ave; East Grand Forks, MN 56721
Phone (218)773-8000; Fax (218)773-8003

Office Use Only:

Date Request Received: _____	Date Reviewed P&R Supt.: _____
Proof of Residence: _____	Request Approved? _____
Proof of School Enrollment: _____	Request Denied? _____