

**RECREATION DEPARTMENT
POLICIES AND PROCEDURES**

POLICY NAME: Recreation Program Fee Structure

Policy No.: RRD11-130

Effective Date: 6/2011



1. Purpose:

- 1.1. The purpose of this policy and procedure is to provide guidelines for the charging of program fees for Rincon Tribal Members, Lineal Descendants, Descendants, Native American Indians and non-members for Recreation programs, activities and events provided by the Rincon Tribal Government

2. Responsibility:

- 2.1. The Recreation Manager is the owner of this procedure and is responsible for its maintenance and implementation. The Recreation Manager is also the process manager.

3. Policy:

- 3.1. The Rincon Tribal Government provides community based programs and activities for the Tribal Membership through its Recreation Department. Funding for the Recreation Department is approved annually by the Tribal Council.
- 3.2. It is the direction of the Council that no fees are to be charged to Rincon Tribal Members, Lineal Descendants or Descendants for Recreation provided programs, activities or special events.
- 3.3. For the purpose of this policy, a Lineal Descendant shall be defined as the child/offspring of one or more enrolled parents of the Rincon Band of Luiseno Indians. A Descendant shall be defined as a relative of an enrolled Tribal Member who is not a Lineal Descendant.
- 3.4. Non-members who are American Indian as well as non-member non-Indian benefit from programs and activities provided on the reservation and do participate in those programs and activities provided through the Tribal Government at no cost.
- 3.5. Fees for participation in Rincon provided programs for non-members for both American Indian and non-Indian need to be established to off-set costs associated with the operation and implementation of programs, activities and events sponsored by the Rincon Recreation Department.
- 3.6. Non-member non-Indians that are not Lineal Descendants or Descendants of Rincon enrolled members shall be required to pay 100% of the program/event costs associated with that program/event that they are participating in.

- 3.7. Non-member American Indians shall be requested to pay a nominal fee of \$5.00 for programs advertised to cost \$10.00 or more. Non-member American Indians shall not be asked to pay more than the \$5.00 amount for any program offered by Rincon regardless of cost to the Tribe **unless required to do so by the Tribal Council.**
- 3.8. Rincon enrolled members, Lineal Descendants and Descendants shall not be required to pay for any program provided by the Rincon Tribal Government or the Rincon Recreation Department **unless required to do so by the Tribal Council.**
- 3.9. The Rincon Recreation staff shall establish user fees for programs, events and activities and be responsible for the collection of fees at the events and programs when applicable.
- 3.10. When establishing program costs, Recreation staff shall take into consideration all costs associated with the activity/event to include staffing, materials and supplies, food, transportation, entry/registration fees as well equipment rental costs required to provide the event.
- 3.11. The Tribal Council, at its discretion, may eliminate or implement any fee it deems necessary at any time for any Rincon provided program, activity or event.

Approved: _____

Debra Waterman

Director of Tribal Administration

Date: _____

7-25-11

Effective Date: _____

7-25-11

Approved Date: _____

7-25-11