



*Bridger Ski Foundation (BSF) is a nonprofit community ski club based in Bozeman, Montana. COME SKI WITH US. We have programs for all ages, year round, and we groom an incredible network of community Nordic ski trails in Bozeman. We are a Gold Certified Club, the highest recognition given by U.S. Ski & Snowboard.*

# BRIDGER SKI FOUNDATION HANDBOOK

Revised June 2023

## TABLE OF CONTENTS:

2.....	BSF Office, Staff & Board Contact Information
3.....	Mission Statement & Statement of Values
4.....	Non Discrimination Policy
4.....	Code of Conduct
5.....	Disciplinary Guidelines & Procedures
5.....	Grievance Procedure
7.....	Safe Sport Guidelines
7.....	Emergency Action Plans
7.....	Supplements Policy
7.....	Academics and BSF Athletes
8.....	Parent Responsibilities & Procedures
9.....	Communication Plan
10.....	Orientation Meeting
10.....	BSF Program & Camp Fee Policies
10.....	Refund Policy
11.....	Travel Fees Policy
13.....	Scholarship Programs
17.....	Transportation Policy
18.....	Concussion Policy
19.....	Return From Injury
19.....	Volunteer Program

## OFFICE LOCATION AND HOURS:

Physical/Shipping Address:

2339 Birdie Drive  
Bozeman, MT 59715

Office Hours Sept-May: M-F, 9AM-2PM June-Aug: T, W, TH 10-2

Website: <http://www.bridgerskifoundation.org> Email: [admin@bridgerskifoundation.org](mailto:admin@bridgerskifoundation.org)

Mailing Address: P.O. Box 1243 Bozeman, MT 59771

## STAFF:

Evan Weiss (Executive Director), [evan.weiss@bridgerskifoundation.org](mailto:evan.weiss@bridgerskifoundation.org)

Jenny White (Marketing Director), [jenny.white@bridgerskifoundation.org](mailto:jenny.white@bridgerskifoundation.org)

Laura Huggins (Development Director), [laura.huggins@bridgerskifoundation.org](mailto:laura.huggins@bridgerskifoundation.org)

Lisa Ellison (CFO Accounting/Payroll/HR), [lisa.accounting@bridgerskifoundation.org](mailto:lisa.accounting@bridgerskifoundation.org)

Sally Rohrer (Development & Operations Manager), [sally.rohrer@bridgerskifoundation.org](mailto:sally.rohrer@bridgerskifoundation.org)

## PROGRAM DIRECTORS:

Andrew Morehouse (Nordic Director) 518-926-9030  
[andrew.morehouse@bridgerskifoundation.org](mailto:andrew.morehouse@bridgerskifoundation.org)

Mike Papke (Freestyle Director) 406-581-8598  
[mike.papke@bridgerskifoundation.org](mailto:mike.papke@bridgerskifoundation.org)

Cody Ling (Freeski Director) 612-418-2631  
[cody.ling@bridgerskifoundation.org](mailto:cody.ling@bridgerskifoundation.org)

LaRue Seitz-Dettori (Alpine Program Co-Director) 406-223-0330  
[larue.seitz@bridgerskifoundation.org](mailto:larue.seitz@bridgerskifoundation.org)

Kenny Wilson (Alpine Program Co-Director) 808-345-9804  
[kenny.wilson@bridgerskifoundation.org](mailto:kenny.wilson@bridgerskifoundation.org)

Dan Cantrell (Trails Director)  
[dan.cantrell@bridgerskifoundation.org](mailto:dan.cantrell@bridgerskifoundation.org)

## BOARD OF DIRECTORS:

Natalie Flowers, President [Nflowers189@gmail.com](mailto:Nflowers189@gmail.com)  
Jordan Helvie, Vice President, [helvie@gmail.com](mailto:helvie@gmail.com)  
Geoff Stephenson, Treasurer [geoffmstephenson@gmail.com](mailto:geoffmstephenson@gmail.com) Natalie Flowers  
[nflowers189@gmail.com](mailto:nflowers189@gmail.com)  
Eric Goldwarg, Secretary [eric@angelcoilbartlett.com](mailto:eric@angelcoilbartlett.com)  
Hunter Lacey, [hunterlacey@customdining.com](mailto:hunterlacey@customdining.com)  
Chris Darnell, [kcd888@charter.net](mailto:kcd888@charter.net)  
Spencer Lawley [slawlz@gmail.com](mailto:slawlz@gmail.com)  
Ben Stanley [stanley.ben3@gmail.com](mailto:stanley.ben3@gmail.com)  
Tyler Maxwell [tmaxwellmt@gmail.com](mailto:tmaxwellmt@gmail.com)  
Erin Gaasch [erin.gaasch@gmail.com](mailto:erin.gaasch@gmail.com)  
Chris Sledz [christopher.sledz@onxmaps.com](mailto:christopher.sledz@onxmaps.com)  
Erik Renna [erik.renna@centralph.com](mailto:erik.renna@centralph.com)  
Caroline Roy [caroline@goprime.com](mailto:caroline@goprime.com)  
Brannin McBee [brannin@coreweave.com](mailto:brannin@coreweave.com)  
Linden Mallory [linden.mallory@gmail.com](mailto:linden.mallory@gmail.com)

## BOARD AMBASSADORS:

Stephanie Irwin  
Alyssa Deane  
Jack Hays  
Taylor Heinecke  
Marika Nawrocki  
Kevin Clark  
Hannah Downey

Samantha Lee  
Becca Cristando  
Anjie Mikesell  
Koby Gordon  
Tim Baucom  
Emily Danza  
Grace Mabie

## COMMITTEE CHAIRS:

Alpine Committee: Erik Renna [erik.renna@centralph.com](mailto:erik.renna@centralph.com)  
Nordic Committee: Nick Lux [nicklux@gmail.com](mailto:nickluxe@gmail.com)  
Community Nordic Trails Committee: Spencer Lawley [slawlz@gmail.com](mailto:slawlz@gmail.com)  
Freestyle/Freeski Committee: Hunter Lacey [hunterlacey@customdining.com](mailto:hunterlacey@customdining.com)  
Nordic Committee: Jeff Wyatt [pinionengineering@gmail.com](mailto:pinionengineering@gmail.com)  
Marketing/Development/Events: Laura Huggins [larua.huggins@bridgerskifoundation.org](mailto:larua.huggins@bridgerskifoundation.org)

## MISSION STATEMENT & STATEMENT OF VALUES:

### MISSION:

Inspiring a lifelong love of skiing, athletic excellence, and personal growth.

Our goal is to create opportunities through educational and competitive programs in Alpine, Freestyle, and Nordic skiing and to groom cross-country ski trails in the Bozeman community.

### OUR STATEMENT OF VALUES DRIVES THE ORGANIZATION:

**MAXIMIZE ATHLETE POTENTIAL:** We provide programs that assist each participant in reaching his/her potential.

**QUALITY PROGRAMS:** We provide quality programs, training and venues that support and develop athletic excellence and personal growth. We strive to maintain an environment that is fun and enriching.

**HIGH CALIBER COACHING AND STAFF:** We attract, retain and develop directors, coaches, and staff of the highest caliber, both personally and professionally. We provide ongoing training and learning opportunities for them.

**AFFORDABILITY:** We are committed to affordable and accessible learn-to-ski programs and seek community support and scholarships to help athletes as they move up the pipeline.

**ACADEMICS:** We build relationships with the school system and work with participants so they can excel in their sport and school.

**SAFE SPORT:** We apply best practices to maximize the safety of our participants.

**VOLUNTEERS:** We cultivate and grow positive relationships with BSF volunteers.

COMMUNITY RELATIONS: We promote positive, productive relationships with the local community, community partners, and supporters of BSF.

CULTURE & SPORTSMANSHIP: We expect all athletes, parents, coaches, volunteers, and employees to exhibit exceptional sportsmanship and contribute to the BSF culture and the broader community.

## BSF PARENT & ATHLETE POLICIES

### NON-DISCRIMINATION POLICY

Bridger Ski Foundation, its directors, officers, agents, and employees shall not discriminate against any director, officer, agent, employee, or member or any other individual on the basis of color, religion, race, nationality, ethnic origin, age, sexual orientation, gender, class or disability.

Bridger Ski Foundation, its members, if any, directors, officers, volunteers, and employees shall not discriminate against any member, director, officer, customer, visitor, applicant for scholarship or other Bridger Ski Foundation programs and services, guest, employee or any other individual on the basis of color, religion, race, nationality, ethnicity, age, sexual orientation, gender, class or disability in accordance all federal and state laws that may apply. This policy applies to all aspects of Bridger Ski Foundation. Bridger Ski Foundation is an equal opportunity organization in all regards.

Upon notification of violation of this policy, Bridger Ski Foundation will take action immediately, and disciplinary action will be taken, up to and including termination of employment, dismissal from the board of directors, or termination of membership.

Bridger Ski Foundation also seeks, through its Scholarship, fundraising, and outreach programs, to make Bridger Ski Foundation as affordable and accessible as possible to all customers and individuals who wish to participate in Bridger Ski Foundation programs, activities, and events.

### CODE OF CONDUCT, DISCIPLINARY GUIDELINES & GRIEVANCE PROCEDURES

All athletes and parents must agree to accept and abide by the rules of Bridger Ski Foundation.

Athletes and parents participating in Bridger Ski Foundation programs are exercising a privilege afforded them by BSF. These athletes must exhibit the maturity to be successful, and parents must exhibit the support and understanding of BSF principles to allow their athletes to succeed. Thus, the following codes, rules, guidelines, and procedures shall apply in all activities within the BSF programs.

### CODE OF CONDUCT

Each member of BSF, including athletes and parents, will conduct himself/herself in a manner that exemplifies the standards of good personal behavior and sportsmanship and does not bring discredit upon BSF.

While participating in BSF activities, including training and traveling with BSF, athletes and parents

are expected to show respect for coaches, BSF staff, teammates, race officials, volunteers, parents, chaperones, the general public, and all athletes and competitors. Verbal or physical abuse of anyone involved with BSF-- staff, coaches, parents, teammates-- will not be tolerated.

While participating in BSF training and athletic events, athletes and their parents are expected to respect coaches' decisions, and athletes are expected to participate fully in the training and racing plan designed by the coaching staff. This included dryland and on-snow training, competition, rest and recovery.

While participating in BSF activities, including training and traveling with BSF, athletes and parents are expected to show respect for BSF property and all property involved with training and competition. Sharing of equipment, tools, etc., with teammates is not discouraged, but please ask permission first. If a teammate does not wish to share his/her personal property, please respect that decision.

BSF is opposed to the use of prohibited and restricted substances and contact with individuals who are participating in the use of such substances. Substance use negatively impacts athletic and academic performance (and research indicates that early onset of alcohol use increases the occurrence of addiction in adulthood by four times). Alcohol and drug use interferes in learning processes, brain development, and increases the chance of physical injury while participating in athletic competition. As a result of these risks, and in addition to the laws of the State of Montana and the mandates of US SKI & SNOWBOARD, FIS, WADA, and USADA re prohibited substances, BSF prohibits the use of all illegal and restricted substances. See

<https://ussa.org/alpine-programs/athletes/high-performance/sports-medicine/anti-doping>

Parents and athletes shall obey the regulations of the Bridger Bowl Ski Area, Crosscut Mountain Sports Center, and the rules of all other venues used during training and competition. Those athletes competing in US SKI & SNOWBOARD sanctioned events will obey the US SKI & SNOWBOARD Sportsmanship Guidelines as outlined in the most current Skiing Competition Guide, as well as the US SKI & SNOWBOARD Northern and Intermountain Division Code of Conduct.

### DISCIPLINARY RULES WITHIN CODE OF CONDUCT

1. Any violation of the Code of Conduct is cause for disciplinary action, including suspension and/or dismissal from BSF or other disciplinary procedures.
2. Substance use and/or possession thereof, including alcohol, tobacco, illegal drugs, and banned substances governed by US SKI & SNOWBOARD, FIS, USADA and WADA is cause for immediate suspension and/or dismissal from the program or other disciplinary procedures. If an athlete is suspended or expelled from school for a drug or alcohol related incident, possession, or use, the athlete and his/her parents must tell the BSF Program Director/Head Coach and the athlete may be subject to immediate dismissal or suspension from the program.
3. Persistent irresponsibility and disrespectful behavior is cause for suspension and/or dismissal from BSF or other disciplinary procedures.
4. Unwelcome tampering with or destruction of BSF property or others' personal property is cause for suspension and/or dismissal from BSF or other disciplinary procedures.
5. Violation of state, federal, or international laws is cause for dismissal from BSF. Any violation of law resulting in an arrest or conviction by civil authorities, even if not related to team activities, may result in disciplinary procedures by the Program Director.
7. Failure to comply with any and all event, team, or specific activity rules (curfew, attendance, schedules, etc.) may be cause for disciplinary action. Typically, discipline will be initiated with a verbal warning, followed by possible suspension from BSF activities. Persistent failure will be

cause for suspension and/or dismissal from the program for the remainder of the current season and could affect an athlete's future participation.

8. Please note: If suspension or dismissal from the program or an event occurs while traveling, the athlete may be sent home immediately at the parents' cost at whatever means is most convenient. No reimbursement of program or event fees will be made.

Adherence to these rules and guidelines as specified herein by BSF and observance of state and federal laws, are required for participation in this program.

## DISCIPLINARY GUIDELINES & PROCEDURES

Disciplinary issues, including any violation of this Code of Conduct, shall be addressed primarily by the Program Directors, who shall recommend a course of action. When an issue or violation occurs in the absence of the Program Director, a coach may take immediate and necessary action, which will later be reviewed by the Program Director. Program Directors may seek counsel of the Executive Director, the Personnel Committee, and the Executive Board.

A Program Director may initiate disciplinary proceedings based upon information obtained from reliable sources providing there is supportive substantial information to warrant this action.

BSF differentiates between code violations and behaviors observed by coaches or staff and those that are reported by a third party. Unacceptable behavior observed by BSF coaches or staff, will be dealt with by BSF staff, coaches and /or the Program Director. Behavior observed by a third party requires that an incident report be completed and referred to the Program Director for action. In the event that a violation occurs and the offending athlete brings it to the attention of the staff of their own free will, considerations may be applied to the consequences as a show of good faith for self-reporting.

BSF will make every effort to be fair and provide due process for individuals subject to BSF Disciplinary Guidelines. If an individual is believed to have violated the Code of Conduct or a Disciplinary Rule, he/she will be given an opportunity to be heard relative to the violation(s).

## GRIEVANCE PROCEDURE

If a skier or parent has an issue/grievance/complaint regarding any aspect of the BSF program, the procedure for addressing the issue will be:

1. Approach the skier's age group coach about the situation.
2. If resolution is not achieved, the issue may be brought to the attention of the Head Coach in charge of the age group involved.
3. If resolution is not achieved, the issue may be brought to the attention of the Program Director.
4. If resolution is not achieved, the issue may be referred to the Executive Director.
5. If resolution is not achieved, the issue may be brought before the BSF Personnel Committee.
6. If the particular issue involves one of the individuals or entities listed in this protocol, you must first go to that individual and if resolution is not achieved, then you may proceed to take the issue/grievance to the next appropriate level.

7. If an athlete or parent has a grievance or complaint, please make an appointment to talk with the appropriate individual. Grievances and complaints will not be addressed during training, camp, or competition days. Program Directors and Coaches cannot give adequate attention to your grievance without notice.

8. No issue shall be universally broadcast to the attention of any e-mail list serve or to the general club membership.

9. BSF will make every effort to address, and take seriously, parent/athlete concerns and grievances. From time to time grievances simply cannot be resolved to the satisfaction of the parent/athlete. If this is the case, the BSF Board apologizes and encourages the parent/athlete to seek alternative programs.

### SAFE SPORT/Athlete Safety GUIDELINES

Consistent with the governing bodies of our sport-US SKI & SNOWBOARD and U.S. Olympic Committee (USOC), providing a safe environment to protect the health and well being of our athletes is a high priority for BSF and at the center of all our programs. SafeSport is a valuable partnership between the US SKI & SNOWBOARD and the USOC with a variety of SafeSport Guidance Resources.

BSF follows all relevant guidelines and protocols of the US SKI & SNOWBOARD Safe Sport program, found at <https://usskiandsnowboard.org>, including, specifically:

[SafeSport Guideline](#)

[Minor Athlete Abuse Prevention Policies](#)

[Athlete Supervision, Housing and Travel Best Practice Guidelines for U-18 athletes](#)

On occasion due to limited numbers BSF may make a slight adaptation to travel guidelines. Our goal is to communicate with parents when making adaptations.

### EMERGENCY ACTION PLANS

BSF follows best practices with regard to the safety of its participants at all trainings, camps, and competition events. Each discipline has an Emergency Action Plan (EAP) designed to ensure the safety of all BSF participants. To view individual EAPs, contact your Program Director.

### SUPPLEMENTS

BSF does not endorse or encourage the use of supplements by BSF athletes. BSF encourages proper diet, periodization, rest, relaxation and health education. As such, BSF believes athletes do not need supplemental enhancements of any kind. Any use thereof is a decision between an athlete and his/her parents.

### ACADEMICS AND BSF ATHLETES

Developing well-rounded, successful student-athletes is a core value at BSF. Each athlete's academic success is as important as his/her athletic success. To this end BSF has built strong relationships with the local schools to help participants excel in both BSF and school. Year after year BSF skiers are recognized as some of the most disciplined, accomplished students in their schools. Through a proactive arrangement with local high school administrators, counselors, teachers, and parents

participants in the BSF Five Day A Week Alpine and Freestyle Programs pursue a rigorous academic curriculum that allows participants to meet their academic goals, while at the same time allowing for the flexibility to train from 12:00-4:00 in the afternoons and to travel to competitions. Athletes in Middle School are afforded similar flexibility, with strict academic standards for participation. Together with parents, teachers, and athletes we work to ensure that all of our athletes are in good standing in their schools in order to participate in BSF. Additionally, we strongly and continually encourage athletes to discuss any current academic issues with coaches as needed to ensure appropriate attention on academics. Each year BSF scholarships reward the top Senior male and female student athletes who have demonstrated excellence in academics, athletics, and sportsmanship. The Northern Division Alpine US SKI & SNOWBOARD also gives out Academic Awards each spring to athletes with a GPA of 3.5 or above. BSF athletes are annual recipients of these awards.

## PARENT RESPONSIBILITIES & BEHAVIOR

Parents are expected to do the following:

- a. Read this entire handbook with your athlete.
- b. Abide by the policies and procedures of BSF.
- c. Attend an orientation meeting in the fall. It is mandatory that at least one parent attend the meeting.
- d. Be supportive of your athlete and his/her coaches, teammates, and other competitors and not accompany your athlete in training or in the race venue, unless invited by a coach.
- e. BSF believes the parents' role should be supportive in nature. BSF programs and development standards are in line with USSA and FIS standards. Parents are expected to be knowledgeable about those standards and the long-term athletic development of their son/daughter. Parents are expected to respect these programming guidelines.
- f. Naturally, you will be curious about your child's progress and we encourage you to talk to your child's coach. Many times, however, direct interventions (i.e. a parent tagging along for runs or skiing, or inspecting a race course with their child) create difficult situations, especially at competitions. Please feel free to talk to the coach before and after practice, should you have any concerns in this regard.
- g. Communicate effectively and respectfully with your child's coach or Program Director; set up an appointment with your child's coach(es) if you have questions, concerns, or something to discuss. While we highly encourage you to get to know the staff and your child's coaches, it is best to make time for a conversation and not approach a coach during a training or competition event. We also encourage your use of e-mail for communication.
- h. During races/competitions:
  - Recognized that the team is on a tight schedule and has many responsibilities before and after the actual racing. The time available for you to spend with your child may be very limited.
  - Do not interfere with the coaches or athletes during course inspection or at the start.
  - Be respectful of the start and wax prep. arena and the coaches' space in this arena as they work to prepare skis and athletes for competitions. Please stay out of this arena.
  - Do not try to coach your child before, during, or immediately after the competition. Allow the coaching staff to do their job.
  - Respect the coach's decisions. They are professionals and are trained to maximize your athlete's experience on each trip. If you have questions, discuss the situation with the coach at a later time.
  - Be positive.
- i. Monitor your own expectations of your child's performance and progress, realizing that athletes who feel that they cannot meet their parents' expectations quickly lose motivation.



- j. Support your child's goals and encourage and acknowledge success and achievement at the level of your child's potential.
- k. Commit to the success of the BSF volunteer and fundraising programs. It is only with fundraising that this club can survive and flourish, thus providing your child with a platform for success.

Useful parent resources can be found at the US SKI & SNOWBOARD website

<https://usskiandsnowboard.org/sport-development/parents>

## COMMUNICATION PLAN

Communication between BSF, athletes, and parents is of critical importance. BSF will make every effort to provide optimal communications, but please keep in mind there will always be communications challenges. There are several ways of disseminating information: General information on programming, policies, and procedures can be found on the BSF website, and disciplines may use a Google calendar to disseminate training schedules, as well as the TeamReachApp. BSF also uses Facebook, Instagram, and e-mail.

EMAIL is an important means of communication. BSF will send many emails about events and other club-wide matters. Many coaches will email information about training schedules and competition information. Getting the proper email addresses to BSF for communication and ensuring that email address will accept emails from Constant Contact is the family's responsibility during registration. Please make sure BSF has all email addresses to which you wish to receive information. Each discipline has its own forms of communication for training and event information; most use TeamReach App. Please ask your coach or Program Director for more information on discipline specific communications and information.

BSF also sends monthly e-Newsletters, and an Annual Report.

## CRITICAL INCIDENT COMMUNICATIONS PLAN:

In the event there is a "critical incident" (as defined below) at Bridger Ski Foundation the following communication procedures will be followed:

- 1) A critical incident is defined as:
  - a) A serious vehicle accident involving BSF coaches and/or athletes.
  - b) An injury to a BSF athlete or staff member involving serious bodily injury or death.
  - c) An act (alleged or confirmed) of abuse by BSF personnel against a BSF athlete or staff member.
  - d) A natural or unnatural disaster (i.e., avalanche, fire, earthquake, lighting, terrorist attack, other serious events) that occurs during a BSF event that may involve or have an impact on BSF athletes, volunteers, staff.
- 2) All Internal primary contacts (includes Executive Committee of Board and Program Directors) will be contacted by the Executive Director or the President of the Board by email/phone and informed of the Critical Incident.
- 3) Internal primary contacts will assess critical incident and determine content and extent of communication plan.
- 4) Based on assessment, a communication plan will be distributed by the Executive Director or President of Board to some or all of the following contacts: current parents of BSF athletes, full BSF Board of Directors, Program Directors, Head Coaches, Assistant Coaches, the public.

- 5) There will be one spokesperson designated by the Executive Director or President of Board for all external media communications, and all other personnel need to defer to that person.

Other non-critical, but important, communications will be handled as follows: 1) If there is a breach of the Code of Conduct by an athlete resulting in disciplinary action, the Program Director of the athlete involved will send a confidential email or communication to the Executive Director and all Program Directors explaining the incident.

- 2) If there is a major infraction of the Code of Conduct resulting in a disciplinary action, the Executive Director will inform the Board of Directors.

### ORIENTATION MEETING

Each fall, BSF programs will host various Parent & Athlete Information Meetings. This is a good time to learn about specific program details, program goals and objectives, overview of policies and procedures, and for parents and athletes to ask questions. This meeting is mandatory for all team members and at least one parent.

### BSF PROGRAM & CAMP FEE POLICIES

1. Program and camp fees vary depending on the program/camp option. See program and camp guide on the BSF website for detailed pricing.
2. All program, camp, and event fees must be paid in full or on installment prior to each training stage, camp, event, or new registration period.
3. If a participant's payment of fees and other expenses are not received by payment deadlines, that participant may have program/competition privileges revoked until the account is made current.

### REFUND POLICY

#### Program Fees Refunds:

- A. Upon registration and initial payment of program fees, \$150 of the program fee is non-refundable. For fall/winter programs, no refunds will be made after December 1st. Refunds prior to December 1st (excluding the \$150 non-refundable deposit) may be requested through the BSF office. No refunds of program fees for voluntary withdrawals will be made after the following dates:

1. For year-round programs, no refunds will be made after November 1.
  2. For fall/winter programs, no refunds will be made after December 1.
  3. For summer only programs, no refunds will be made after July 6.
- PG, Collegiate and any special programs at the discretion of the Program Director.

- B. For involuntary withdrawal (documented medical illness or injury or family relocation), refunds beyond published deadlines may be available. Requests for refunds in this category must be made to the Program Director and Executive Director in a timely manner.

- C. Introductory Programs: If the athlete does not meet the skill prerequisites for an Intro program (ex.. ski blue runs with parallel turns and load lifts independently), refunds requests will not be

accepted.

D. There are no refunds given due to late openings of Bridger Bowl or Nordic trails.

E. Refunds may take up to 30 days to process.

#### Camp Fee Refunds:

Refunds for cancellations of a camp are typically not allowed, but any refund request must be approved by the Program Director and Executive Director. Camp related expenses paid by BSF in advance of a camp that are non-refundable to BSF will not be refunded. If a refund is approved, BSF will retain a \$150 administrative fee.

#### BSF Travel Fee Policies: for race, competition, and training events:

Refunds for cancellations of a race, competition, or training event are typically not allowed, but any refund request must be approved by the Program Director and Executive Director. Race, competition, or training event related expenses paid by BSF in advance of the event that are non-refundable to BSF will not be refunded. If a refund is approved, BSF will retain a \$35 administrative fee.

#### FORCE MAJEURE CLAUSE

In the event that BSF must cancel training days for a program due to COVID-19, each participant will be eligible to receive a prorated refund amounting up to 70% of the scheduled training days that were canceled. This may include temporary or permanent closure of training due to local or state guidance, possible or confirmed cases among the team, or the closure of ski areas and training venues. Participants will have the option of a refund check, rolling the refund into credit for next season, or donating the amount to BSF.

### BSF TRAVEL FEE POLICIES: FOR RACE, COMPETITION, AND TRAINING EVENTS

1. Prior to an event\* athletes will be emailed an estimate of expenses for the event. Estimates are approximated expenses. It is not possible to calculate exact costs prior to an event. Cost estimates are based on fixed and variable costs and vary from discipline to discipline. These costs may include, but are not limited to, race/event entries, lift tickets/trail passes, lodging, transportation (road and air), gas, meals, banquet fees, coaches' expenses & wages, wax surcharge, and administrative surcharge. The trip estimate will itemize cost categories.
2. Athletes are required to pre-pay in advance of the event the flat fee estimate of expense for the event. After the event, costs are reconciled and an athlete is charged actual costs of the trip. If there was an over-estimate, an athlete's account is credited the difference. If there was an under-estimate, an athlete's account is charged the difference and invoiced. Accounts may be accessed at any time by contacting the BSF accountant, and account statements will be emailed periodically to participants.
3. If requested, end-of-year account statements will be sent to each athlete/family, and an athlete/family may request the credit be applied to his/her account or a refund check.
4. Refunds for cancellations are typically not allowed, but any refund situation must be approved by the Program Director and coordinated with the BSF Accountant.

*\*An "event" is defined as a home or away race, freestyle competition, and some other training opportunities.*

### TRAVEL AND LODGING POLICIES:

- Travel and lodging policies vary from discipline to discipline and event to event. Travel and lodging policies are subject to change throughout the season and will be updated. Travel and lodging is subject to all U.S. Ski and Snowboard athlete safety requirements including SafeSport Code, Code of Conduct, Athlete Safety Policies and Mino Athlete Abuse Prevention Policies. More information can be found at [usskiandsnowboard.org](http://usskiandsnowboard.org).
- If an athlete violates BSF Code of Conduct and Disciplinary Rules while traveling with BSF or at an away event, the athlete may be sent home immediately at the parents' cost at whatever means is most convenient. No reimbursement of program or event fees will be made.

**Nordic:** To meet the goals of BSF Nordic programming and to accommodate BSF families, BSF Nordic generally chooses to travel and lodge at away events as a team rather than having individual families and athletes travel and lodge separately. All lodging arrangements are made and paid for in advance by BSF. BSF attempts to find affordable, adequate lodging. BSF groups athletes together in rooms and attempts to provide a full or shared bed for every athlete.

**Alpine:** For winter events (excluding some camps) Alpine racers and families are generally responsible for their own travel and lodging at away events. The Alpine Administrator will publish a race schedule with recommended accommodations. However, it is the responsibility for each family to make their own hotel reservations. Although it is not required, athletes usually stay with family members in a hotel where the team and coaches are all staying. With the approval of BSF-Alpine Head Coach, athletes not staying with family members may stay in a room with same-gender teammates. Alpine Coaches are not responsible for the supervision, chaperoning, or travel arrangements for any BSF alpine athlete when traveling to away races. It is assumed that athletes will be responsible for themselves. Parents are responsible to provide supervision for their children. If Alpine chooses to travel and lodge at away events as a team rather than having individual families and athletes travel and lodge separately, coaches will announce the trip as a BSF trip. On these BSF trips, all lodging arrangements are made and paid for in advance by BSF. BSF attempts to find affordable, adequate lodging. BSF groups athletes together in rooms and attempts to provide a full or shared bed for every athlete.

**Freestyle:** Freestyle competitors and families are responsible for their own travel and lodging at away events. The Program Director will publish a competition schedule with recommended accommodations. However, it is the responsibility of each family to make their own hotel reservations. Coaches are not responsible for the supervision, chaperoning, or travel arrangements for any BSF freestyle athlete when traveling to away contests. It is assumed that athletes will be responsible for themselves. Parents are responsible to provide supervision for their children. At away events, the sole responsibility of a BSF Freestyle coach is to provide on-snow coaching.

## BSF SCHOLARSHIP PROGRAMS

Please refer to BSF website at  
<https://www.bridgerskifoundation.org/about/scholarships>  
for current application deadlines and instructions.

Funds for scholarships are raised from sales of the Bridger Bowl license plates, targeted fundraising initiatives, donor-directed funds, and other sources. BSF makes it a priority to raise funds for, and give out as many, scholarships as possible in a given year. Funds, however, are not guaranteed to be available every year.

Scholarships are available for Bridger Ski Foundation introductory, development and competitive athletes in several categories: Need-based financial, Achievement-based, Sportsmanship, and Senior Scholarships. 51% of all general scholarship funds available in a given year will be available for need-based financial scholarships. These scholarships are to assist Bridger Ski Foundation skiers whose participation requires financial support beyond what their families can supply. 49% of all general scholarship funds available in a given year will be available for Achievement, Sportsmanship, and Senior Scholarships. These scholarships are designed to recognize Bridger Ski Foundation athletes for excellence, athleticism, achievement, and dedicated participation in the Bridger Ski Foundation programs.

The Scholarship Committee is appointed by the Executive Director and made up of five persons: one BSF Board Member, the Executive Director, and three outside individuals who are not employees or Board Members of BSF. The Scholarship Committee is charged with management and oversight of the Scholarship Program. The three outside parties on the committee are charged with selecting need-based financial scholarships; all application information is strictly confidential.

## Annual Scholarship Opportunities

### 1) Need-Based Financial Scholarship:

Registered participants may apply for need-based scholarships. For these scholarships, the ability of the family to pay program-related fees will be factored based on data supplied by the applicant's parents, which will determine if the applicant is income-eligible by meeting the criteria for federal financial aid.

Criteria for consideration:

- Must be a registered participant of BSF for the upcoming season
- Athlete's account must be current
- Must submit application form and required documents by deadline
- Must provide a letter describing athlete's need for this scholarship (including number in family, other obligations, such as number of children in college, and a list of other major assets and liabilities that limit family's ability to support athlete's skiing).

Scholarship Selection Committee & Process: The three outside parties on the committee are charged with selecting need-based financial scholarship recipients based on certain criteria. The three outside committee members will review the need-based financial applications once the deadline has passed and make selections. Awarded scholarship funds will be credited to the athlete's account to be applied to program and event fees.

### 2) Achievement-Based Scholarship:

Registered participants may be eligible for achievement-based scholarships throughout the season based on a participant's athletic and other achievements and meeting specific criteria. There is no application process for Achievement-Based Scholarships. Alpine, Freestyle, and Nordic will recognize achievement based on the following criteria and events:

General Criteria Standards for consideration:

- Must be a registered participant of BSF

- Athlete's account must be current
- Academic commitment & achievement
- Commitment to the program
- Consistency of participation (year-round training)
- Sportsmanship
- Team Support
- Demonstrated love of skiing
- Race results
- Must represent BSF to the highest possible standard
- Must follow the BSF and US SKI & SNOWBOARD Code of Conduct

Alpine Achievements: If an athlete meets the General Criteria Standards and achieves one or more of the following accomplishments, they may be eligible for a scholarship based on available funds:

- US SKI & SNOWBOARD Northern Div. U-14 Championship Team Selection
- US SKI & SNOWBOARD Northern Div U-16 Championship Team Selection
- US SKI & SNOWBOARD Northern Div Western Region Championship Team Selection
- US SKI & SNOWBOARD U-18 Nationals Selection
- US Nationals Selection
- Canadian Nationals Selection
- Nor Am Finals Selection
- National Project invitee
- US Ski Team Selection Criteria met

Freestyle Achievements: If an athlete meets the General Criteria Standards and achieves one or more of the following accomplishments, they may be eligible for a scholarship based on available funds:

- US Freestyle Ski Team selection events
- Junior World Championships
- Youth Championships
- US Junior National Championships
- US National Championships
- Nor-AM Tour

Nordic Achievements: If an athlete meets the General Criteria Standards and achieves

one or more of the following accomplishments, they may be eligible for a scholarship based on available funds:

- Senior Nationals
- Scandinavia Cup
- World Junior Championship
- Canmore Camp for skiers who made Scandinavia Cup or World Juniors
- Junior Nationals

Achievement-Based Scholarship Selection Committee & Process: Achievement-Based Scholarships will be awarded at the direction of the Program Directors, with approval of the Scholarship Committee. Scholarships for a given event in this class are designed to reward the hard work, dedication, commitment, and achievement of BSF athletes and to help offset the costs of more expensive travel and competition events. Scholarships will be made equitably among those recipients who qualify for the same event (e.g., each athlete that qualifies for Nordic Junior Nationals or US Nationals will be given the same amount of support). There is no application for this class of scholarship. Recipients will be notified by email at appropriate times or at Awards Banquets. Scholarships funds will be credited to the athlete's account to be applied to program and event fees.

### 3) Sportsmanship Scholarships:

Sportsmanship Scholarships include the Erin Ogle Scholarship in Alpine and others as determined by the Program Directors and Scholarship Committee. There is no application process for Sportsmanship Scholarships. These awards are given out at varying times, at the discretion of the Program Directors and Scholarship Committee. The Erin Ogle Scholarship is given out each spring to one athlete in Alpine who demonstrates at the highest level the values of sportsmanship, teamwork, dedication, commitment, and hard work in the sport of Alpine ski racing. There is no application process.

### 4) The Senior Scholarship:

The Senior Scholarship is given out each year by the BSF Board of Directors, with approval of the Scholarship Committee, to two or more graduating high school seniors. Recipients will have demonstrated significant



commitment, dedication, and accomplishment, both academically and athletically, during their years as a high school athlete at BSF. Recipients will receive a \$TBD scholarship to be applied to the athlete's freshman year in college. The scholarship is given out each spring at the Bozeman High School Awards ceremony or other appropriate event in order to recognize our BSF athletes in front of their peers and teachers. Application process and instructions are emailed to graduating seniors and their families.

#### 5) Outside Scholarships

Nordic athletes may apply for additional funding through the Soren Joseph Hartnett Scholarship. Alpine athletes may apply for scholarships via the F. Craig Barber Scholarship fund.

#### General Policies of Scholarship Programs:

BSF Athletes and families who receive and accept scholarships from BSF through the Scholarship Program must agree to adhere to the policies and procedures set forth by the Bridger Ski Foundation. If an athlete, and/or his/her family, who receives a scholarship violates BSF policies and procedures, or withdraws from BSF for a non-injury related reason, the athlete and his/her family may be responsible for refunding a prorated share of the scholarship.

If you have questions or would like additional information, please contact the BSF office at (406) 587-2445 or [office@bridgerskifoundation.org](mailto:office@bridgerskifoundation.org)

### TRANSPORTATION POLICY

1. Bridger Ski Foundation (BSF) is the owner of vehicles shared by all three disciplines on a schedule to be determined by Program Directors and Executive Director.
2. Vehicles are used year-round for transportation from school and other locations to local training venues, and for out-of-town camps, training, and competitions. The older, 15-passenger Nordic van generally does not travel out of the valley with athletes but is used to transport equipment (wax tables, skis, etc.) to some events/competitions. In vans for in-town training, preference is given to high school athletes, followed by middle school athletes. The coaching staff will announce departure, time, and place.
3. Please see the Program Directors and Executive Director for schedule. Otherwise, the coaching staff will announce departure, time, and place. BSF may use larger commercial buses and professional drivers in Nordic travel, where financially practical and appropriate.
4. While BSF is attempting to provide transportation to out-of-town events,

primarily for athletes 14 and older, depending on availability and distances, athletes may be responsible for their own transportation, as well as the cost of getting some coaches to the events. When BSF provides transportation for athletes to an event, that transportation may include a rental vehicle, the use of a parent or coach vehicle, a BSF vehicle, a commercial bus, or other form of transportation. BSF will communicate to athletes when transportation is provided and in what form.

5. On occasion BSF may transport non-BSF athletes in a BSF owned vehicle. Generally, those athletes will be asked to purchase a BSF Membership, will be charged an additional user fee, and will always share in the mileage costs.
6. Fees related to BSF-provided transportation vary depending on the event/competition the transportation is used for. In general, when a van is used for out-of-town travel, BSF athletes will be charged an equal share of the total mileage of the trip, which is charged at .65 cents/mile. When a rental vehicle or a commercial bus is used, the cost of the rental or bus is charged to the athletes traveling. For more details on transportation use and fee policies, please contact the Executive Director.

## CONCUSSION POLICY

### Bridger Ski Foundation Concussion Policy:

Pursuant to Montana State Law and US SKI & SNOWBOARD Concussion policies, any Bridger Ski Foundation ("BSF") athlete suspected of having sustained a concussion/traumatic brain injury must be removed immediately from participation in any BSF sporting event (e.g. sanctioned training, practice, camps, competitions or tryouts), by any BSF agent or coach overseeing such sporting event.

The athlete will be prohibited from further participation until evaluated and cleared in writing to resume participation in BSF sporting events by a qualified health care provider trained in the evaluation and management of concussive head injuries. The health care professional must certify to BSF in the clearance letter (the "Clearance Letter") that he/she has successfully completed a continuing education course in the evaluation and management of concussive head injuries within three years of the day on which the written statement is made.

Upon removal of an athlete from participation for a suspected concussion/traumatic brain injury, the BSF agent or coach making the removal will also inform US SKI & SNOWBOARD Competition Services in accordance with the US SKI & SNOWBOARD Concussion Policy for US SKI & SNOWBOARD members. In addition to providing a Clearance Letter to BSF, athletes who have subsequently been medically cleared to resume participation must also provide the Clearance Letter to US SKI & SNOWBOARD Competition Services in order to be permitted to participate in US SKI & SNOWBOARD sporting events.

Please refer to the BSF website for additional information on concussions, including concussion baseline testing made available by BSF.

## RETURN FROM INJURY POLICY

Any Bridger Ski Foundation ("BSF") athlete suspected of having sustained an injury must be removed immediately from participation in any BSF sporting event (e.g. sanctioned training, practice, camps, competitions or tryouts), by any BSF agent or coach overseeing such sporting event.

Upon removal of an athlete from participation for a suspected injury, the BSF agent or coach making the removal will also inform the athlete's parent or guardian.

If the athlete seeks medical attention through professional medical provider, the athlete will be prohibited from further participation until evaluated and cleared in writing to resume participation in BSF sporting events by a qualified health care provider.

If an athlete does not seek medical attention from a professional medical care provider, the athlete's parent and BSF coach will evaluate return to sport.

## VOLUNTEER PROGRAM

BSF Fundraising and Events help offset program expenses to keep fees as low as possible. Program fees cover approximately 50% of program costs. The remaining program costs are subsidized by BSF through fundraising. Fundraising events which bring necessary revenue to the club require the assistance of many, much-appreciated volunteers. Families will be contacted by email throughout the year with requests to volunteer. Families should consider making a tax-deductible donation if they will not be able to volunteer.

### VOLUNTEER EXPECTATIONS FOR EACH FAMILY

- Intro Programs: 1 to 3 volunteer sessions (or a donation of \$75 - \$225)
- Devo Programs: 3 to 5 volunteer sessions (or a donation of \$225 - \$375)
- Comp Programs: 5 to 7 volunteer sessions (or a donation of \$375 to \$525)