



2018 Universal Access Program Group Application

1. General Organization Information:

Name of Organization: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Contact Person: _____ Title: _____

Phone Number: _____ Fax: _____

Email: _____ Staff-to-Member Ratio: _____

Brief description of your organization including communities and disabilities served:

Has your program attended CBI previously, if so which years? _____



2. Schedule and Programming: On pages 3 and 4 you will choose the programming and times that work best for your group. You will be contacted to confirm the reservation once this application has been received. Please familiarize yourself with the standard options for group appointments with the Universal Access Program below. If you believe that your group requires special accommodation, contact uap@community-boating.org.

- **Guided Recreational Sails** (75 min) are designed to provide a fun and relaxing sail on the Charles River. Your members will enjoy the fresh air and pleasant breezes without the pressure of learning to sail. We recommend recreational boat rides for individuals with serious physical and/or cognitive disabilities.
- **Sailing Classes** (75 min) are taught by our staff of US Sailing Certified Instructors and are monitored by our Dockmaster on duty. Sailors in this program will work at an appropriate pace through lesson plans that build upon each other. Sailors will master component skills included within each rating that we offer.

Additional Services

- **Power Wheelchair or Hoyer Lift Transfer:** if any of your members use a hoier lift often it may be the best way to transfer into our boats. Please take extra care to arrive at least 10 minutes early to your appointment. This will help us make sure that you get enough time on the water.

2018 UAP HOURS		
Season	Weekdays	Weekends
Spring (April 1 – June 17)	1:00PM - 5:30PM	10:00AM - 4:00PM
Summer (June 18 – August 24)	10:30AM - 5:00PM	10:00AM - 4:00PM
Early Fall (August 19 – September 24)	1:00PM - 5:30PM	10:00AM - 4:00PM
Late Fall (September 24 – October 31)	1:00PM - 4:00PM	10:00AM - 4:00PM
By appointment only. Some times may be unavailable due to UAP events.		
On-the-water lessons are not held during thunderstorms or very heavy winds.		



Guided Recreational Sails (75 min):

Please check or circle the season(s) and time(s) that works best for your group. AM appointments start at 10 AM and 11:30 AM. Afternoon appointments end no later than 5:30 PM. You will be contacted to arrange specific time slots after submitting your application:

Spring (4/1 – 6/17)	Mon/PM	Tue/PM	Wed/PM	Thu/PM	Fri/PM
	Sat/AM	Sat/PM	Sun/AM	Sun/PM	
Summer (6/18 – 8/204)					
	Mon/AM	Tue/AM	Wed/AM	Thu/AM	Fri/AM
	Mon/PM	Tue/PM	Wed/PM	Thu/PM	Fri/PM
	Sat/AM	Sat/PM	Sun/AM	Sun/PM	
Fall (8/25 -10/31)	Mon/PM	Tue/PM	Wed/PM	Thu/PM	Fri/PM
	Sat/AM	Sat/PM	Sun/AM	Sun/PM	

Members: _____

Approximate # of Sessions Desired: _____

Staff (# Staff Sailing): _____ ()

Total Sailors: _____

Class Maximums:

Spring and Fall: One Boat: 6 sailors*.

Summer: Two Boats: 12 sailors*.

****2 wheelchair seats maximum in the spring; 4 wheelchair seats maximum in the summer.***

Do members of your group use **power wheelchairs** and/or a **hoyer lift**? Yes No

UAP is not a one-size-fits-all program. The above information is for general information purposes. Once this form is received, CBI will contact you to discuss the best format to serve your group.



Sailing Classes (75 min):

Please check or circle the season(s) and time(s) that works best for your group. AM appointments start at 10 AM or 11:30 AM. Afternoon appointments end no later than 5:30 PM. You will be contacted to arrange specific time slots after submitting your application:

Spring (4/1 – 6/17) Mon/PM Tue/PM Wed/PM Thu/PM Fri/PM

 Sat/AM Sat/PM Sun/AM Sun/PM

Summer (6/18 – 8/24)

 Mon/AM Tue/AM Wed/AM Thu/AM Fri/AM

 Mon/PM Tue/PM Wed/PM Thu/PM Fri/PM

 Sat/AM Sat/PM Sun/AM Sun/PM

Fall (8/24 -10/31) Mon/PM Tue/PM Wed/PM Thu/PM Fri/PM

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Approximate # of Sessions Desired: _____

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Do members of your group use **power wheelchairs** and/or a **hoyer lift**? Yes No

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3. Payment:

- The membership fee is \$50 per member for the entire season; there is *no* charge per appointment. Staff sail for free as guests. Memberships will belong to the individual member and may be used by that person to schedule appointments independently.

Our mission is to break down all barriers to sailing, including financial barriers. As such, all prospective Universal Access Program members may request a reduced fee of \$1, no questions asked.

You will receive links to the individual application forms, guest forms, and reduced fee forms in the email confirmations of your appointments. All forms need to be properly filled out, signed, and received by CBI on or before the day of your appointment without exception. For the safety of all involved, any group participant who neither possess a current UAP membership nor is able to submit the proper membership application will be unable to go sailing until a membership can be granted.

CBI is unable to process membership applications without payment. All membership applications must either be hand delivered (on the day of the appointment is ok) or be mailed to CBI with payment included. Single payment for all applicants or multiple payments are ok.

Cancellation Policy: *We understand that groups may not always be able to keep all of the appointments that they schedule. Members are required to cancel appointments as soon as cancellation becomes necessary. Cancellation is quick and easy via your email appointment confirmation or reminder. If you require assistance cancelling an appointment, please contact uap@community-boating.org or call 617-523-1038 extension 10.*

No-show Policy: *No-shows severely impact the Universal Access Program, preventing CBI from fully utilizing its resources. Groups and members who no-show to an appointment should contact CBI as soon as they are able to provide a valid reason for their absence. Our staff will follow-up to confirm future appointments. Members who no-show to a second appointment without providing a valid reason will forfeit their future appointments, and will be required to speak to a Program Director before booking new appointments. In view of CBI's limited resources, CBI reserves the right to cancel the memberships of individuals or groups who abuse this policy.*



COMMUNITY
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B O S T O N

4. Program Acceptance Policy:

Our screening process is intended to help us fulfill our mission by providing opportunities to the most underserved organizations. Because of concerns about equipment and personnel limitations, Community Boating reserves the right to refuse participation to any program or group based on the above criteria.

After submitting this form, you will be contacted to book appointments. Please refer to the confirmation email to complete the individual membership applications for your participants.

Please email this form to uap@community-boating.org

CBI will contact you to schedule time(s) for your group to attend the Universal Access Program