



## 2017 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:

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

### 2. Financial Information:

Please complete the following financial information for the individuals you serve:

\_\_\_\_\_ % receive government assistance (social security, disability, reduced lunch, etc.)

\_\_\_\_\_ % receive reduced health care (Medicare, Medicaid, reduced health insurance)



**3. 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](mailto: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.

2017 UAP HOURS		
Season	Weekdays	Weekends
Spring (March 31 – June 11)	1PM - 5:30PM	10AM - 5:30PM
Summer (June 12 – August 18)	10AM - 4:30PM	9:30AM - 5:30PM
Early Fall (August 19 – September 24)	1PM - 5:30PM	10AM - 5:30PM
Late Fall (September 24 – October 31)	1PM - 4PM	10AM - 4PM
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:

<b>Spring</b> (3/31 – 6/11)	Mon/PM	Tue/PM	Wed/PM	Thu/PM	Fri/PM
	Sat/AM	Sat/PM	Sun/AM	Sun/PM	
<b>Summer</b> (6/12 – 8/20)		Tue/AM	Wed/AM	Thu/AM	
	Mon/PM	Tue/PM	Wed/PM	Thu/PM	Fri/PM
	Sat/AM	Sat/PM	Sun/AM	Sun/PM	
<b>Fall</b> (8/21 -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): (                      )

***Class Maximums:***

***Spring and Fall: 6 adults† or 7 children\*.***

***Summer: 12 adults† or 14 children\*.***

***\*May be combination of children and your organization's staff members.***

***†4-wheelchair seats maximum in the spring; 6-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 (3/31 – 6/11)**      Mon/PM      Tue/PM      Wed/PM      Thu/PM      Fri/PM

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

**Summer (6/12 – 8/20)**                      Tue/AM      Wed/AM      Thu/AM

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

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

**Fall (8/21 -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): \_\_\_\_\_ (                      )

***Class Maximums:***

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***Summer: 12 adults† or 14 children\*.***

***\*May be combination of children and your organization's staff members.***

***†4-wheelchair seats maximum in the spring; 6-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.*

#### 4. Payment:

- The membership fee is \$50 per member for the season (staff will sail for free with guest cards) *financial aid is available*. Memberships will belong to the individual member and may be used by that person to schedule appointments independently.

Number of members: \_\_\_\_\_ x \$50

**Total amount due:** \_\_\_\_\_

Please check one of the choices below:

\_\_\_\_\_ Option #1: Full payment (mail us a check).

\_\_\_\_\_ Option #2: My organization would like to apply for financial aid.

***To be considered for financial aid, please submit this form along with the following information about your organization:***

- Fees for participation in your organization's program \_\_\_\_\_
- Percentage of your organization's members receiving financial aid \_\_\_\_\_

*You will be contacted regarding your financial aid award.*

**Cancellation Policy:** *Payment is refundable if your first appointment is cancelled more than two weeks in advance. Payment is non-refundable if your first appointment is cancelled within two weeks of your first appointment. Failure to submit required paperwork (roster, applications, payment) **two weeks** prior to the reservation date will be considered a cancellation, and the appointments or classes will be opened up to other members and groups.*

**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.*



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B O S T O N

#### 5. 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.*

*In addition to submitting this form, each member of your group must submit an individual application for membership in the Universal Access Program.*

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I certify that all information contained in this application is true to the best of my knowledge. I understand the refund policy and acceptance policy. I understand that all supporting paperwork to complete our reservation is due two weeks prior to the reservation date. I understand that if all paperwork is not submitted two weeks prior to the reservation date the appointments or classes reserved will be opened up to other members and will no longer be reserved.

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Signature

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Date

Please email this form to [isaac@community-boating.org](mailto:isaac@community-boating.org)

Community Boating, Inc.

Attn: Isaac Pato, Program Director

21 David G. Mugar Way, Boston, MA, 02114

Email [isaac@community-boating.org](mailto:isaac@community-boating.org)

CBI will contact you to schedule time(s) for your group to attend the Universal Access Program and will discuss financial aid options if applicable.