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INFORMATION BULLETIN

Bulletin #: I2018-061
Date: Nov. 27, 2018
To: Ontario Soccer; District Membership, ORA, Associate Members
CC: Ontario Soccer Board of Directors, Staff
From: Lyn Wallington, Senior Manager, Operations
Subject: SportsEngine MMRS - SAAS Fee Information and Monthly Invoices

On June 9, 2018, upon positive review of beta test results and survey data, the Ontario Soccer Board of Directors approved the movement to Phase 2 of the three-phase implementation plan for the new SportsEngine Member Management Registration System (MMRS).

Phase 2 is defined by the retirement of AIMS, which will be kept solely for archival purposes; the MMRS is launched with Board of Director approval as the primary platform for all participant registration with sufficient lead time notification to Districts, Clubs, Academies and Leagues.

For more detail on Phase 2, including the continued use of third party systems, and for more information regarding the three phases of implementation, please go to the [New Registration System](#) tab on our website.

SportsEngine's MMRS will be the official record of registration for Ontario Soccer as the retirement of AIMS commences. The official retirement of AIMS is effective at the end of the 2018-2019 Indoor season.

In the interim, any data that has been entered into AIMS for the 2019 Outdoor Season will be transferred to SportsEngine in January 2019. Further instructions to be communicated.

SAAS Fee


At the same June 9, 2018 Board of Director's meeting, a SAAS fee of \$3.10 per registrant was communicated through a presentation and subsequently published in the [Frequently Asked Questions](#) Document in June 2018:

The new MMRS is a "Software as a Service" (SAAS) by SportsEngine. Each registration will attract a software usage fee of \$3.10 CAD per registrant. This is a cost to the consumer - the participant. Clubs or Academies will collect the \$3.10 at the time of payment by the participant. The \$3.10 per registrant will be forwarded by the Club or Academy at the time of import from the funds already collected.

This \$3.10 usage fee per registrant will be collected at the same time as all other registration fees for Ontario Soccer and paid to SportsEngine by Ontario Soccer.



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Invoicing Process

Traditionally, Ontario Soccer has followed a registration billing process using the prior year's reconciled final registration data and invoicing on an interim basis, using those historical numbers in three batches based on 80% and 20% of the prior year with a final reconciliation for each season. Districts have traditionally used this cycle to also invoice for their fees.

As of January 2019, with the new SportsEngine MMRS, all of the data will be live as a result of the Clubs' and Academy's ability to directly import data on a frequent reporting basis. All reporting details will be locked in for Clubs, Academies, Districts and Ontario Soccer with the result that everyone will see the same data at the same time, so there will not be a discrepancy of information.

With the ability to share data live, the outdated billing method is no longer valid for the 2019 Outdoor season. In January 2019, Ontario Soccer will commence the more modern business practice of monthly invoicing based on the live data imported into SportsEngine's MMRS.

To accomplish this transition, Ontario Soccer will invoice the Districts on the final day of each month for the total registrations to-date (including the SAAS fee, which will be forwarded to SportsEngine). This will require Districts in turn to bill their Clubs on the same cycle. Academies will continue to be invoiced directly, also on a monthly basis.

As Ontario transitions to this billing process, all fees will follow the traditional channels from the Club, to the District, to Ontario Soccer and to Canada Soccer.

Academy fees, as well, will follow their reporting path through Ontario Soccer to Canada Soccer.

In late 2019, Payment Splitting will be available directly through the SportsEngine registration processes, with each level of organization receiving its portion at the time of payment.

This will result in the eventual elimination of invoicing.

The above detailed monthly invoicing will be an interim solution. This is a short term transition plan until the MMRS payment splitting described above has been tested and is fully functional

Indoor 2018/19 registration billing will follow the traditional cycle of 80%, 20% and final reconciliation.


For the review of previous communication regarding SportsEngine please refer to the following Bulletins:

- [12018-052](#) - Update on 2019 Outdoor Registration Data (October 15, 2018)
- [12018-050](#) - Member Management System Deadline (September 24, 2018)
- [12018-048](#) - Member Management System Deadline (September 17, 2018)
- [12018-028](#) - Ontario Soccer's Member Management Registration System Outdoor 2019 (June 28, 2018)
- [12017-052](#) - Update on Member Management Registration Solution (December 12, 2017)



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- [|2015-047](#) - Ontario Soccer Announces Official Technology Partner (December 4, 2015)

For any further questions regarding MMRS, please contact [Lyn Wallington](#).

