

#### **O. TRAVEL FUND CRITERIA**

1. In the annual budget, VSI identifies certain national and international level meets for which participating VSI athletes are eligible for partial reimbursement of travel expenses
2. To be eligible for travel expense reimbursement, an athlete must meet the following criteria :
  - a. be a Virginia registered swimmer in an individual event at a USA Swimming National Championship, USA Swimming Junior National Championship, National Disability Championship, U.S. Open or any Trial class meet.
  - b. must have swum an individual event in at least one (1) USA Swimming sanctioned meet as a VSI registered swimmer within the six-month period immediately prior to their reimbursable competition. (USA Swimming sanctioned meets, as defined under this Travel Fund Criteria, do not include individual team time trials, intra-squad meets, or any other type of meet that limits entries to only one swim club.)
3. College swimmers are eligible for travel reimbursement only if they were a VSI registered swimmer prior to college and participated in at least one VSI sanctioned meet that occurred before March 1st of the year prior to attending college.
4. Requests for reimbursement must be submitted to the treasurer of VSI within 30 business days after the meet for full funding.
5. An athlete is eligible to receive a travel reimbursement for only one National level championship meet in a season (See Article 207 USA-Swimming Rules and Regulations for a listing of the meets.) An athlete who attends multiple meets will be reimbursed for the meet which has the highest reimbursement rate.
6. Extenuating circumstances can be submitted in writing to the VSI Board of Directors for review and consideration for full or partial funding.
7. The amount of money available for reimbursement shall be determined by the VSI Board of Directors.

#### **P. EASTERN ZONE COMPETITION**

The following is an excerpt from the Eastern Zone policy manual that outlines the procedures and rules that will be observed in order to participate in the Eastern Zone Championships:

1. Athletes who have competed in USA Nationals, USA Juniors, U. S. Open, or a trials class meet in an individual event are not eligible to enter this meet.
2. 13&O athletes who achieve the current USA Swimming Junior National qualifying standard prior to the entry deadline for the Eastern Zone championship meet, in any event, are ineligible to compete at the Eastern Zone championships in any individual or relay event.
3. Athletes 12 years of age or younger who have achieved USA National, USA Juniors, U.S. Open, or trials class qualifying times in an individual event but who have not competed in an individual event at these meets may enter that event in this meet.
4. Each swimmer is allowed to swim a maximum of 6 events in which he/she qualified. A swimmer is not allowed to compete in more than 3 events per day. Each swimmer must compete in the events for which he/she is qualified. The only exception to this policy exists when a swimmer qualifies in more than 6 events. In that instance, the Zone Team Head coach, at his/her discretion, will determine which events shall be dropped.
5. Selection process:
  - a. Athletes must submit an application to be considered for inclusion on the Zones Team by a predetermined date.
  - b. Information will be posted on Virginia Swimming's Website as to the top 10 eligible swimmers to compete in the Eastern Zone Competition.

Information Pertaining to Both the Short Course (winter) and Long Course (summer) Zone Competitions

- c. 15 and older swimmers
  1. The selection of the 15 and older zone team will take place at the Virginia Swimming Senior Championship Meet.
  2. The 2 fastest times achieved in SCY beginning 9/1 of the current year for short course zones, and beginning with the preceding long course zone meet for long course zones, will automatically qualify for Zone selection. Only times achieved in the course in which the Eastern Zone meet will be conducted will be accepted (i.e. SCY for winter zones, LCM for summer zones).
  3. Lead off splits, intermediate splits from any race, and the time trials from the Short Course Senior Championship Meet will not be included for consideration.
  4. All meet results, including out of state meets, must be submitted to the Records Chairman in order to be considered for inclusion on the Zone list. These must be submitted by the Tuesday immediately preceding the VSI Senior Championship Meet.
  5. All meet results, including out of state meets either submitted or achieved after the Tuesday immediately preceding the Short Course VSI Senior Championship Meet will not be included for consideration.
  6. Corrections to the Zone list will not be accepted after the Tuesday immediately preceding the Short Course VSI Senior Championship Meet and will not be included for consideration.
- d. 9 to 14 year old swimmers
  1. The selection of the 9 - 14 zone team will take place at the Virginia Swimming Age Group Championship Meet.
  2. The fastest 3 times for 9 to 12 year old swimmers achieved in SCY beginning 9/1 of the current year for short course zones will automatically qualify for Zone selection.
  3. The fastest 2 times for 13 to 14 year old swimmers achieved in SCY beginning 9/1 of the current year for short course zones will automatically qualify for Zone selection.
  4. The fastest 2 times beginning with the preceding long course zone meet for long course zones will automatically qualify for Zone selection.
  5. Only times achieved in the course in which the Eastern Zone meet will be conducted will be accepted (i.e. SCY for winter zones, LCM for summer zones).
  6. Lead off splits, intermediate splits from any race, and time trials from the Short Course Age Group Championships will not be included for consideration.
  7. All meet results, including out of state meets, must be submitted to the Records Chairman in order to be considered for inclusion on the Zone list. These must be submitted by the Tuesday immediately preceding the VSI Age Group Championship Meet.
  8. All meet results, including out of state meets, either submitted or achieved after the Tuesday immediately preceding the Age Group Championship meet will not be included for consideration.
  9. Corrections to the Zone list will not be accepted after the Tuesday immediately preceding the VSI Age Group Championship meet and will not be included for consideration.
- e. Relays will be selected only from those swimmers entered in individual events.

Information Pertaining to ONLY the Long Course Eastern Zone meet

- f. This is not a select meet. This is a qualifying meet with predetermined time standards published annually.
  - g. Any swimmer who achieves 4 or more of these standards is eligible to attend this meet.
  - h. Relay lead off splits from the appropriate Championship level meet (Senior champs for 15 and older swimmers, Age Group Champs for 14 and younger swimmers) will count toward the number of events for which the swimmer qualifies, but will not be considered one of the two fastest times achieved in the LSC.
  - i. In the event that Senior Championships occurs after Age Group Championships, individual event results and relay lead off splits for 14 and younger swimmers may be used towards the number of events in which the swimmer qualifies.
  - j. Time trials and intermediate splits from any race will not be included for consideration.
6. Transportation
- a. All swimmers must agree to travel with the team to be considered in the selection process and must agree to remain with the team for the entire duration of the trip.
  - b. Swimmers may be released from the team after the completion of the entire competition, and prior to the return trip home. A Parent or legal guardian must complete and sign a release form. All swimmers that are being released must obtain permission from the zone team manager, or his/her designee, prior to leaving the competition site.
7. Lodging and Meals
- a. Swimmers will be required to dine and lodge with the team for the duration of the meet. This includes all designated rest times.
  - b. Rooming assignments, including the number of occupants per room, is at the sole discretion of the Team Manager. Special requests will not be accepted. Roommate requests will be considered but not guaranteed. Special dietary needs should be addressed at the appropriate registration.
8. Cost
- a. The cost per swimmer will be determined by the location, means of travel, length of meet, and the number of team members.
  - b. The approximate cost of the trip will be posted to Virginia Swimming's website as soon as it is available. That cost may be adjusted at the time of registration.
  - c. The VSI Board of Directors reserves the right to assess an additional fee should the actual costs of the team exceed projected revenues.
  - d. All fees must be paid in full at the time of registration. Only cash and checks made payable to "Virginia Swimming Inc." will be accepted.
  - e. Fees once paid are not eligible for refund. The Board of Directors of Virginia Swimming may, at its discretion, determine otherwise.
9. Uniforms
- a. Families will be provided with the appropriate ordering information (including costs and vendor) and will be required to place the order themselves. Uniforms will be shipped to their homes.
  - b. The entire uniform is required.
  - c. Team apparel should not be traded until the final session of the meet.
  - d. Use of individual team apparel is discouraged.
10. Chaperones
- a. Prospective chaperones will indicate their interest to the zone team manager at the appropriate level championship meet during zone registration.
  - b. Chaperones are selected according to the following priorities:

1. Medical - 1 per departure location.
  2. Officials - USA stroke and turn certified. Preference will be given to USA National certified officials.
  3. A balance of males and females are needed across the age groups and departure points.
  4. 10-12 chaperones plus the Team Manager are required.
  5. Previous Zone chaperone experience may also be taken into consideration.
  - c. Cost
    1. The cost per chaperone will be determined by the location, means of travel, length of meet, and the number of team members.
    2. The approximate cost of the trip will be posted to Virginia Swimming's website as soon as it is available. That cost may be adjusted at the time of registration.
    3. All fees must be paid in full at the time of registration. Only cash and checks made payable to "Virginia Swimming Inc." will be accepted.
  - d. All chaperones share in timing at the meet, unless they are working as officials.
  - e. All chaperones must be members of USA Swimming. Registration may be done at the time of selection as a chaperone. The cost of this registration is the responsibility of the chaperone.
  - f. All chaperones must have satisfactorily passed a background check through USA Swimming's approved vendor prior to departure for the zone trip. The cost of this check is the responsibility of the chaperone.
11. Coaches
- a. Zone team coach selection and the verification of all zone coaching credentials is the responsibility of the VSI Coaches' Representative.
  - b. 8 coaches are required including the Zone Team Head Coach.
  - c. The Zone Team Manager must be notified of the selected Zone Team coaching staff no later than February 15 for winter zones, and July 1 for summer zones.

## **Q. ANTI-RECRUITING POLICY**

Virginia Swimming anti-recruiting policy is intended to provide additional guidelines to VSI members concerning USA Swimming rules as described in Article 304 Code of Conduct. Code of Conduct actions concerning recruiting are found in Article 304.3.13. VSI policy and restricted recruiting activities are described below.

Active recruiting is prohibited and is defined as the solicitation of a USA Swimming registered athlete, affiliated with a member organization, by another USA Swimming Club, with the intent of having said athlete leave his /her existing club to join the soliciting club.

1. This policy prohibits any USA Swimming registered club, coach or employee from direct contact with an athlete or an athlete's family from another USA Swimming member club in the Virginia LSC.
2. This policy does not prohibit an athlete or an athlete's parents from initiating contact with coaches, officials or other athletes of another club for the purpose of obtaining information about joining another member club. Once the athlete initiates such contact, the policy will not apply to any contact with an athlete of another member club.
3. This policy does not restrict USA Swimming registered clubs from conducting advertising, team try-outs or camps for the purpose of recruiting athletes.
4. This policy is not intended to restrict athletes or parents from discussing aspects of their respective clubs with athletes or parents from other clubs, or incidental contact that may occur with another team's coaches or officials. However, any contact that has been encouraged, promoted or