



# ROW 2022-2023

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FAMILY PARTICIPATION PROGRAM (FPP)



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# WHAT IS FPP & WHY IS IT REQUIRED?

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The Region of Waterloo Swim Club is a not-for-profit organization, and as such it relies heavily on volunteers to run many facets of the club. We need volunteers to tend to club operations (the Board), to coordinate events and fundraising (committee members), and to plan and officiate at swim meets (Meet Management and Officials). By volunteering, you help to minimize costs (which directly impact fees) while being an active participant in your child's swim career.

A primary goal of the club is to offer the best experience possible for your child, and all swimmers who attend our hosted meets. To achieve this goal requires every family in our organization to contribute. To help distribute the responsibilities fairly throughout the membership, we have instituted the Family Participation Program (FPP). This is a comprehensive program, point-based system and has provisions to **charge a fee** at the end of the season for those families who choose not to volunteer or do not meet the minimum point requirement.

There are many ways and resources to help each family achieve their points for the year. After reviewing this presentation, and if you still are unsure of how to get your points, please reach out to the Board of Directors @ [volunteer@rowswimming.ca](mailto:volunteer@rowswimming.ca)



# POINTS OVERVIEW

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- Each family with a competitive swimmer(s) registered is expected to participate in volunteer activities. A point system is used to track family participation and different jobs have different point values assigned to them.
- Each family is expected to meet their Minimum Points Requirement (see Table 1). A family is defined as anyone assigned to work on behalf of one or more swimmers related to one registration profile. This can include siblings (age 14+), grandparents, and other relatives.
- For families with more than one swimmer, we will discount the points by 50% for the second swimmer in the lower group. There will be no required points for additional siblings. For example, if you have a swimmer in ND and LA, you will require 14 points + 50% of 8 points for a total of 18 points.
- **If you have not met the Minimum Points Requirement by season end, you will be charged \$75 per point unfulfilled. Registration for the following season will be denied if this fee goes unpaid.**

## Exemptions:

First year families (regardless of group), who have never been a part of a competitive swim team are exempt from the Group points requirement. In lieu of that, they are required to attend a New Parent Orientation and sign up for the Introduction to Swimming and Strokes and Turns clinics. Information regarding these opportunities will be made available throughout the season. Failure by a family to complete this training will result in a season end charge of \$200/family.



# POINT REQUIREMENT

GROUP	MINIMUM POINT REQUIREMENTS
LONDON	3
SYDNEY	3
BARCELONA	4
BEIJING	6
PARIS	6
LOS ANGELES	8
SEOUL	12
PROVINCIAL DEVELOPMENT 2	10
PROVINCIAL DEVELOPMENT 1	12
NATIONAL DEVELOPMENT	14



# EARNING POINTS

Opportunities for earning points will be available throughout the swim season. We strongly encourage everyone to participate in volunteering at ROW hosted meets when available.

## 1) ROW BOARD OF DIRECTORS (BoD)

All positions on the Board of Directors are voted by the current standing BoD. These positions will be awarded all points required for the season.

## 2) MEET MANAGEMENT TEAM\*

POSITION	POINT VALUE
Meet Coordinator	Points for these positions will be awarded a total of their minimum requirement provided the member holds the position for the entire season and has completed all of their duties assigned.
Officials Coordinator	
All other team members	

\* Must be a senior level Official to apply for these positions



# EARNING POINTS

## 3) OFFICIATING & OTHER HOSTED MEET POSITIONS

POSITION	POINT VALUE
Referee	4 points per session
Starter, Clerk of Course, Marshall, Chief Timekeeper, Chief Finish Judge, Chief Electronics, Recorder/Scorer	3 points per session
Strokes & Turn Judge	2 points per session
Timer, Safety Marshall, Awards, Set-up and Tear down crew, other assistants as needed	1 point per session
Away Meet Chaperone (when required)	5 points per day



# EARNING POINTS

## 4) ROW SOCIAL COMMITTEES & EVENTS

POSITION	POINT VALUE
Awards Banquet Lead, End of Year picnic Lead	3 points
Group Parent – organize group events and help with fundraising duties as required (minimal)	5 points
Communication – Bulletin Boards WLU, Bulletin Board Rec Centre, ROW FB Group Lead	2 points per session
Team Clothing Coordinator	5 points
Team Clothing Assistants	1 point
Meeting attendance at Off the Blocks, AGM, New Parent Orientation	1 point per meeting
Education – attendance of a swim clinic, on-deck evaluation sign-off	1 point each
Instruction of an Education clinic	3 points





# EARNING POINTS

## 5) ROW FUNDRAISING SUPPORT

POSITION	POINT VALUE
Swim-A-thon assistants	1 point
Bingo – Lead (includes filling spots and working the Bingo if they cannot fill)	Full point allocation for entire season served
Bingo assistants	2 points per session worked
ROW “Experience Waterloo” Raffle – ticket sales (see slide 12)	1 point per booklet sold, to a cap of 3 points*
ROW Raffle assistants	1 point

\*booklets of 10 tickets, can sell more than 3 booklets – but families will only receive up to 3 points. See slide 12 for more details.



# SWIM MEET REMEDIATION PROCESS

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- Attendance and participation at meets will be tracked through our web site (facilitated by Team Unify) and verified by Meet Management
- Participation will be posted within 48 hours of meet completion
- Should there be any discrepancy between the posted participation, and what the family believes, it must be submitted within 5 business days via email to [meetmanager@rowswimming.ca](mailto:meetmanager@rowswimming.ca)
- In the exceptional event resolution between Meet Management and the family cannot be achieved, it will be escalated to a Board of Directors (BoD) committee

# NON-SWIM MEET REMEDIATION PROCESS

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- All volunteer programs (swim-a-thon, fundraising,..) will have an associated BoD member designated as the primary Liaison
- Upon completion of the volunteer activity, the family is asked to send an email to the designated BoD member indicating completion of the activity
- Following confirmation, the BoD member will submit list and points will be updated on the website
- Should there be any discrepancy between the posted participation, and what the family believes, it must be submitted within 5 business days via email to
- In the exceptional event resolution between designated BoD member and the family cannot be achieved, it will be escalated to the BoD committee comprising designated BoD member, BoD President and BoD Treasurer
- NOTE: For questions related to this program, please email the Volunteer Coordinator at [volunteer@rowswimming.ca](mailto:volunteer@rowswimming.ca)



# ROW ANNUAL RAFFLE

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The ROW swim club participates in an annual raffle to raise funds for the club. These funds are allocated too offset pool and training costs and to purchase specialized equipment. Historically, this raffle has been ROW's #1 source of fundraising, achieving results greater than \$30k.

This year, we plan to showcase different businesses and experiences in our community as we continue to reinforce our club's importance within the region.

This raffle will have:

- A lottery license # allocated by the Waterloo municipality
- Prizes for all ages (no alcohol)
- Opt-in option for families to participate

Keep an eye out for more details and a sign-up sheet for participation.