**Indiana Swimming Coach Mentor Program**

Request for Travel Support

RECEIPT COPIES **MUST** ACCOMPANY COMPLETED REQUEST FOR REIMBURSEMENT

**ALL criteria below must be met for consideration of Travel Support**

1. Applicants must sign, submit and adhere to the CODE OF CONDUCT (page 2 of this document). Applicants must submit signed form PRIOR to each applicable Mentor Program Event. No previous “on file” copies are permissible**.**
2. If the applicant received, or will receive, travel support from other sources, such amounts must be declared on the application below. IN Swimming will deduct such funding before support is approved.
3. The reimbursement structure is specific to the Coach Mentor Event. Please consult Event Information for funding details.

Coach Applicant’s Name Address

City State Zip E-Mail Club

 **Number of Years Coaching in Indiana**\_\_\_\_\_\_ **Total Number of Years Coaching**\_\_\_\_\_\_

Mentor Coach Applicant’s Name Address

City State Zip E-Mail Club

 **Number of Years Coaching in Indiana**\_\_\_\_\_\_ **Total Number of Years Coaching**\_\_\_\_\_\_ **ASCA Level**\_\_\_\_ *(if applicable)*

 **Current/Former National or National Junior Team Coach** Yes\_\_\_ No\_\_\_ **Club Excellence** Gold\_\_\_ Silver\_\_\_ Bronze\_\_\_

**Coach Mentor Event: Location:\_ Date(s) :**

Proposal: Submit signed Code of Conduct and estimated expenses no later than seven (7) business days prior to the event.

Request for Reimbursement: Record actual expenses, all outside support received, and provide copies of all receipts

**Expenses Income**

***Receipt copies for all expenses must accompany this application.*** List all monies you received from any source that were

***If expenses are shared, show only your share of the expenses.*** used towards your expenses for the above Coach Mentor Event.

Travel: Air Fare $

Car Rental Sponsor:

Gas Receipts Club, University, or School:

Motel/Hotel: Any other source(s): Meals: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_

Registration Fees:

###### TOTAL

I am aware of the eligibility rules of Indiana Swimming regarding monies which can be accepted to cover travel expenses, and I declare that the above sources of monies did not exceed the expenses I incurred.

Coach Signature Mentor Coach Signature

**For reimbursement, return with RECEIPTS to:**

**Indiana Swimming Attn: Coach Mentor Program, 201 S. Capitol, Suite 410, Indianapolis, IN 46225**

***(MUST BE POSTMARKED WITHIN 14 DAYS FROM THE LAST DAY OF THE EVENT)***

*ALL CHECKS WILL BE WRITTEN WITHIN 2 WEEKS OF RECEIPT OF THIS FORM and RECEIPTS.*

# ARTICLE 304 CODE OF CONDUCT - COACH

304.1 The mission of USA Swimming is to encourage participation and the pursuit of excellence in all aspects of swimming. USA Swimming grants the privilege of membership to individuals and organizations committed to that mission. The privilege of membership may, therefore, be withdrawn or denied by USA Swimming at any time where USA Swimming determines that a member or prospective member's conduct is inconsistent with the mission of the organization or the best interest of the sport and those who participate in it.

In order to assist all members to better serve the interests of those who participate in swimming, USA Swimming has adopted this Code of Conduct.

* 1. Any member, former member, or prospective member of USA Swimming is subject to the jurisdiction of the Board of Review. Any member, former member, or prospective member of USA Swimming may be denied membership, censured, placed on probation, suspended for a definite or indefinite period of time with or without terms of probation, fined or expelled from USA Swimming if such member violates the provisions of the USA Swimming Code of Conduct, set forth in 304.3, or aids, abets or encourages another person to violate any of the provisions of the USS Code of Conduct. USA Swimming shall initiate an investigation or any former members of USA Swimming when a report required under 306.1 is received.
	2. The following shall be considered violations of the USA Swimming Code of Conduct: *Measures to be adjudicated by the USA Swimming Board of Review*
1. Violation of the right to compete provisions set forth in Section 301.1
2. Discrimination in violation of the Amateur Sports Act which requires that USA Swimming must provide: "an equal opportunity to athletes; coaches, trainers, managers, administrators, and officials to participate in sport of swimming. Athletes must be allowed to participate to the fullest extent allowed by the Rules and Regulations. Discriminations against any member or participant on the basis of age, gender, race, ethnicity, culture, religion, sexual orientation, gender expression, genetics, mental or physical disability, or any other status protected by federal, state or local law, where applicable, is prohibited.
3. Violation of any of the Athlete Protection Policies set forth in Article 305
4. Violation of any of the Sexual Misconduct Reporting Requirements set forth in Article 306 or Prohibitions against Retaliation for Good Faith Reporting of Abuse set forth in Article 307.
5. Conviction of, imposition of a deferred sentence for, or any plea of guilty or no contest at any time, past or present, or the existence of any pending charges, for (i) any felony, (ii) any offense involving use, possession, distribution or intent to distribute illegal drugs or substances.
6. The sale or distribution of illegal drugs or the illegal sale or distribution of any substance listed on FINA's recognized list of banned substances;
7. The use of illegal drugs in the presence of an athlete, by a coach, official, trainer of, or a person who, in the context of swimming, is in a position of authority over, that athlete;
8. The providing of alcohol to an athlete by a coach, official, trainer, manager or any other person where the athlete is under the legal age allowed to consume or purchase alcohol in the state where the alcohol is provided;
9. The abuse of alcohol in the presence of an athlete under the age of 18, by a coach, official, trainer of, or a person who, in the context of swimming, is in a position of authority over, that athlete;
10. For any USA Swimming member club or coach to knowingly:
	1. Allow any person who has been sanctioned with a membership suspension by the Center for SafeSport or USA Swimming to coach or instruct any of its athlete members,
	2. Aid or abet coaching or instruction of athletes by any person who has been sanctioned with a membership suspension by the Center for SafeSport or USA Swimming or
	3. Allow any person who has been sanctioned with a membership suspension by the Center for SafeSport or USA Swimming to have an ownership interest in such USA Swimming club or its related entities.
11. Any act of fraud, deception or dishonesty in connection with any USA Swimming-related activity.
12. Any non-consensual physical contact, obscene language or gesture, or other threatening language or conduct directed towards any meet official and which is related to any decision made by such official in connection with a USA Swimming-sanctioned competition;
13. Action, other than through general advertising, by a coach, owner, officer, volunteer, representative, or employee of a swim club, a USA Swimming or LSC employee, either through direct contact with an athlete or the encouragement of others, to recruit or otherwise encourage an athlete who is already a member of a USA Swimming member swim club to compete for or become a member of the swim club with which the acting party is affiliated, unless the acting party receives prior written approval to recruit or encourage the athlete from the coach of the athlete's existing USA Swimming-member swim club or contact is initiated by the athlete, the athlete's parent or authorized representative. General advertising includes any information that is:
	1. Distributed to an identifiable general population where there is a reasonable expectation that the majority of the population are not current members of USA Swimming, or
	2. Placed in or on any item that is sold.
14. Violation of any team misconduct rule as established by the USOC, USA Swimming, any Zone or LSC team authority;
15. Any other material and intentional act, conduct or omission which is detrimental to the image or reputation of USA Swimming, a LSC or the sport of swimming.
16. Violation of the anti-doping provisions set forth in 303.3
17. Violation of the SafeSport Code

### I have read the USA Swimming Code of Conduct above and understand that I will forfeit all rights to ISI reimbursement, if this code is violated.

**Coach’s Signature** **Date**

**Coach PRINTED name Team**

PRIOR TO EACH EVENT, SUBMIT SIGNED FORM TO: 317-237-5783 (fax) or email scanned copy to Roch King at roch@inswimming.org.

**PART FOUR – HEARING AND APPEALS**

* 1. **GENERAL** – As hereinafter set forth, the USA Swimming may censure, place on probation, suspend for a definite or indefinite period of time with or without terms of probation, fine or expel and member of USA Swimming, including any athlete, coach, manager, official, member of any committee, or any person participating in any capacity whatsoever in the affairs of USA Swimming, who has violated any of its rules or regulations, or who aids, abets, and encourages another to violate any of its rules or regulations, or who has acted in a manner which brings disrepute upon USA Swimming or upon the sport of swimming. USA Swimming may also conduct hearings on any matter affecting USA Swimming as the national governing body for swimming.
	2. **JURISDICTION OF THE LSC** – In those matters involving a member or members of one LSC, in regional or zone competition and any complaint alleging violations of Sections 304.3.12 through 304.3.15 inclusive of the USA Swimming Code of Conduct involving one or more members or prospective members of one LSC, and not brought by USA Swimming, shall be filed directly with the LSC. The procedures and the rules to be followed for hearing shall be as set forth under the LSC Board of Review provisions in the LSC Bylaws. Any appeal for the LSC’s decision shall be made to the National Board of Review pursuant to Part Four of the USA Swimming Rules and Regulations.
	3. **JURISDICTION OF USA Swimming**
		1. **Original Jurisdiction** – The National Board of Review has original and exclusive jurisdiction to hear:
			1. any complaint where athletes or other members of USA Swimming from more than one LSC are involved; or
			2. any complaint involving athletes or other members during a national or international event; or
			3. any complaint under Section 304.3.1 through 304.3.11 against any members of USA Swimming , including any athlete, coach, manager, official member of any committee, or any person participating in any capacity whatsoever in the affairs of USA Swimming; or
			4. any complaint initiated by USA Swimming, which shall be prosecuted by and may be appealed by the Executive Director.

All complaints under A through D above shall set forth the allegations and be filed with the Executive Director of USA Swimming, who shall promptly initiate a review of the matter as set forth below.

* + - 1. in those matters occurring during the course of an international meet the Olympic International Committee Coordinator or his/her designee shall make the investigation and report;
			2. in those matters occurring during the course of a national or regional event the Vice President of Program Operations or his/her designee shall make the investigation and report;
			3. in those matters involving an alleged violation of 304.3.10 by a coach, a committee of three coaches Appointed by the President of USA Swimming shall make the investigation and report;
			4. in all other matters the Executive Director or his/her designee shall make the investigation and report.

After the initial review is completed, the President of USA Swimming may decide to either (i) cause further investigation into the alleged violations to be conducted; (ii) seek to mediate the complaint; (iii) take interim action as set forth below. Either the President of Chairman of the National Board of Review may then decide to assign the matter to the National Board of Review for hearing or jointly decide to dismiss the complaint.

After the initial review, depending on the severity of the alleged misconduct, the President may suspend the member who is the subject of the complaint pending the outcome of the National Board of Review hearing. If an interim suspension is ordered, the National Board of Review shall conduct its hearing and publish its results within twenty-one

(21) days, except as provided herein. The member who is the subject of the complaint and the complainant shall be notified of such action when the matter is referred to the National Board of Review. The review process shall then proceed as outlined in 401.6. Until such time as the National Board of Review makes any decision all proceedings shall be confidential and not subject to disclosure to anyone other than the parties to the review and witnesses.

PLEASE REFER TO YOUR CURRENT USA SWIMMING RULES & REGULATIONS BOOKLET FOR THE REMAINING VERBIAGE.

**OR…**

CLICK HERE [http://www.usaswimming.org/USASWeb/\_Rainbow/Documents/6d93bb35-b042-42e2-95c2-](http://www.usaswimming.org/USASWeb/_Rainbow/Documents/6d93bb35-b042-42e2-95c2-de5b83f74083/2005%20Rulebook1protected.pdf) [de5b83f74083/2005%20Rulebook1protected.pdf](http://www.usaswimming.org/USASWeb/_Rainbow/Documents/6d93bb35-b042-42e2-95c2-de5b83f74083/2005%20Rulebook1protected.pdf) TO DOWNLAOD THE APPLICABLE PAGES FROM THE USA SWIMMING WEBSITE.