 **NATIONAL TRAVEL REIMBURSEMENT for COACHES**

# MINNESOTA SWIMMING REIMBURSES A PORTION OF TRAVEL TO DESIGNATED SWIM MEETS

**Reimbursement Amounts: Fall/Winter 2017-2018**

2017 AT&TWinter National Championships Nov 29 - Dec 2, 2017 Columbus, OH $600.00

2017 Speedo Winter Junior Championships West December 6-9, 2017 Iowa City, IA $400.00

TYR Pro Swim Series January 11-14, 2018 Austin, TX $300.00

TYR Pro Swim Series March 1-4, 2018 Atlanta, GA $300.00

2018 NCSA Junior National Swimming Championships March 13-17, 2018 Orlando, FL $200.00

2018 ISCA Junior National Championship Cup March 20-24, 2018 Lynchburg, VA $200.00

2018 American Junior National Classic March 20-24, 2018 Clearwater, FL $200.00

**Reimbursement Amounts: Spring/Summer 2018**

2018 USA Swimming Open Water National Championships May 4 & 6, 2018 Tempe, AZ $600.00

2018 Open Water Junior National Championships May 5, 2018 Tempe, AZ $400.00

 Fri 5/4: 10K Natl Champ Sat 5/5: 5K Jr Natl Champ Sun 5/6: 5K Natl Champ, 7.5K Jr Nat Champ

TYR Pro Swim Series April 12-15, 2018 Mesa, AZ $300.00

TYR Pro Swim Series May 17-20, 2018 Indianapolis, IN $300.00

TYR Pro Swim Series June 7-10, 2018 Santa Clara, CA $300.00

TYR Pro Swim Series July 6-8, 2018 Columbus, OH $300.00

2018 Phillips 66 National Championships July 25-29, 2018 Irvine, CA $700.00

2018 NCSA Summer Championships July 31 - Aug 4, 2018 Indianapolis, IN $200.00

2018 Speedo Junior National Championships July 31 - Aug 4, 2018 Irvine, CA $600.00

2018 USA Swimming Futures Championships August 2-5, 2018 Rochester, MN $0.00

MINNESOTA SWIMMING REQUIREMENTS FOR COACH REIMBURSEMENT TO NATIONAL MEETS

MSI Legislation Passed 11/16/2010: To allow one coach per club to apply for a single share of reimbursement equal to that of an athlete’s reimbursement for a given meet.

1. The applying Coach must be a member in good standing with an MSI Chartered Swim Club.

2. The applying coach must have attended the meet for which he/she applies for reimbursement.

3. The applying coach must have coached athletes from his/her team at the meet for which he/she applies for reimbursement.

4. A club may request reimbursement for **(1) coach per season**.

5. For verification purposes, the coach must submit a copy of their flight or hotel receipt (with name and dates) pertaining for the meet requested. (Send as an attachment.)

**Fall/Winter 2017- 2018 Request Forms Must Be Received by April 15, 2018** (Payment to clubs on or before May 31, 2018)

**Summer 2017 Request Forms Must Be Received by September 30, 2018** (Payment to clubs on or before October 31, 2018)

**Reimbursement Request Form Directions**:

* Download this form to your computer desktop. Tab through the document to complete. Save.
* Send an email to MSI Office (cshapley@mnswim.org), with this completed request form as an attachment.
* Copy Lucas Baarlaer, Senior Chair, on your Travel Request Submission at lucas.baarlaer@piranhaswimclub.org.

**MINNESOTA SWIMMING COACH NATIONAL TRAVEL REIMBURSEMENT REQUEST FORM**

**Swim Club Requesting Funds:** **Club Code:**

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| **COACH'S NAME** | **SWIM MEET NAME** | **AMOUNT REQUESTED** |
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|       |       |  |
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| **SWIM MEET LOCATION** | **SWIM MEET DATES** |   |
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|       |       | $       |
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Coach’s Day Phone #:       E-Mail Address:

Total Amount Requested: $       Date Requested:

(Checks are payable to clubs only)

Date Email Request Rec’d by MSI:

Proof of Meet Attendance Received: [ ]  YES [ ]  NO Type of Proof: [ ]  Hotel Receipt [ ]  Flight Receipt

TOTAL AMT APPROVED: **$**

Date Paid:       Amount Paid: $