 **NATIONAL TRAVEL REIMBURSEMENT for COACHES**

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

**Reimbursement Amounts: Fall/Winter 2019-2020**

TYR Pro Swim Series November 6-9, 2019 Greensboro, NC $400.00

2019 Toyota US Open December 4-7, 2019 Atlanta, GA $600.00

2019 Speedo Winter Junior Championships West December 11-14, 2019 Seattle, WA $400.00

TYR Pro Swim Series January 16-19, 2019 Knoxville, TN $400.00

TYR Pro Swim Series March 4-7, 2020 Des Moines, IA $400.00

2020 NCSA Junior National Swimming Championships March 17-21, 2020 Orlando, FL $200.00

2019 ISCA TYR Junior National Championship Cup March 24-28, 2020 St Petersburg, FL $200.00

 2019-2020 Fall/Winter Speedo Sectional Meets Various dates Nov-March Various Locations $200.00 - ($0 if in MN)

**Reimbursement Amounts: Spring/Summer 2020**

TYR Pro Swim Series April 16-19, 2020 Mission Viejo, CA $400.00

2020 Open Water National Championships April 24-26, 2020 Ft Meyers, FL $700.00

2020 Open Water Junior National Championships April 25-26, 2020 Ft Meyers, FL $600.00

TYR Pro Swim Series May 6-9, 2020 Indianapolis, IN $400.00

2020 USA Swimming Olympic Team Trials June 21-28, 2020 Omaha, NE $1000.00

2020 NCSA Summer Championships July 28-Aug 1, 2020 Indianapolis, IN $200.00

2020 ISCA Senior Cup July 30-Aug 2, 2020 St Petersburg, FL $200.00

2020 USA Swimming Futures Championships August 7-10, 2020 Fargo, ND $400.00

2020 Speedo Summer Championships August 4-8, 2020 Indianapolis, IN $700.00

 2020 Spring/Summer Speedo Sectional Meets Various dates April-Aug Various Locations $200.00 - ($0 if in MN)

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 a current Minnesota Swim Club.

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

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

4. A club may request reimbursement for one **(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 email attachment, along with this reimbursement form.)

**Fall/Winter 2019- 2020 Request Forms Must Be Received by April 15, 2020**

**Summer 2020 Request Forms Must Be Received by September 30, 2020**

**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 and jbradley@mnswim.org), with this completed request form as an attachment.
* Attached your coach hotel or flight “proof” on the same email.

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

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

|  |  |  |
| --- | --- | --- |
| **COACH'S NAME** | **SWIM MEET NAME** | **AMOUNT REQUESTED** |
|
|       |       |  |
|
| **SWIM MEET LOCATION** | **SWIM MEET DATES** |   |
|
|       |       | $       |
|
|  |  |  |

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: $