

NATIONAL TRAVEL FUND POLICY

Missouri Valley Swimming (MVS) has established a travel fund for athletes participating in eligible meets. The MVS National Travel Fund has been developed to help offset the expense of competing at national meets. Coaches are encouraged to select meets to attend that provide the highest level of competition.

Moneys in the travel fund are derived from specific meets and vary on an annual basis. All support amounts and rules are based on current year circumstances. MVS has adopted the following travel fund policy and procedure for disbursement of travel funds.

Eligibility Criteria

To be eligible for reimbursement of travel expenses, swimmers must satisfy the following requirements.

1. The swimmer requesting reimbursement must have been registered with MVS for at least 6 months prior to the meet and must be currently registered with MVS.
2. The swimmer must be a member of a club currently registered with MVS, and
 - a. participate in the meet for which reimbursement is requested as a member of the MVS registered team, or
 - b. participate in the meet as "Unattached" because the transfer period has not elapsed.
3. The swimmer must have participated in at least one MVS sanctioned meet during the same swimming season of the meet for which reimbursement is requested.
4. Relay only swimmers will be eligible for reimbursement for 50% of the assigned value for the competition.
5. Swimmers registered prior to their 18th birthday, and holding consecutive annual MVS registration, shall be eligible to receive the maximum amount of the reimbursement.
6. A college athlete is only eligible for travel support when:
 - a. The athlete was a MVS registered swimmer and resident of MVS for at least 6 months prior to college;
 - b. The athlete participated in at least one MVS sanctioned meet before March 1st of the year prior to attending college; and
 - c. The athlete's college is not providing support for the same Eligible Meet.

Guidelines

1. MVS registered swimmers satisfying the preceding eligibility requirements may receive reimbursement of travel expenses for up to the following amounts for the following meets:
 - a. Olympic Trials \$650
 - b. National championship meets (such as Phillips 66, U.S. Open, World Team Trials) \$550
 - c. Junior National Championships \$450
 - d. Open Water Championships, National Paralympics Meets \$300
 - e. Futures, up to \$200 pursuant to paragraph 4 below
 - e. Other meets approved by the Board of Directors.
2. Athletes will receive reimbursement for travel to NCSA Summer Championships based upon cuts achieved. For example, an athlete who achieves a summer Junior National cut but attends NCSA Summer Championships with their team may receive reimbursement up to the Junior National amount.

3. Athletes are limited to a maximum of \$1,100 per year at the National level, and \$900 per year at the Junior Level. Olympic Trials reimbursements are not subject to the maximum.
4. Any remaining funds in the Travel fund after the September 15th deadline will be evenly allocated to MVS swimmers who achieved a USA Futures Championship time and participated in that meet. This allocation is not to exceed \$200 per swimmer. Futures Athletes are subject to the same requirements and standards as all other athletes as listed in this document.
5. The Senior Chair will generate lists of MVS athletes competing at defined national meets, and the Executive Director will email the reimbursement request form to eligible athletes and their parents. Receipts for airfare, hotel, car rental and/or meal expenses must be attached to the request. If two athletes share a hotel room, each athlete can only claim the portion of the cost of the hotel room actually paid by the athlete less any contribution by the other athlete. Similarly, all other reimbursements from clubs or otherwise must be reported to accurately reflect the actual out-of-pocket cost. Team billing invoices with line items for team travel are acceptable receipts.
6. The request form must be signed by the athlete requesting reimbursement and his/her parent or guardian, if the athlete is under age 18.
7. Checks will be issued directly to the athlete requesting reimbursement, unless the athlete is under age 18. If the athlete is under age 18, then the check will be issued to the parent or guardian.
8. The request should be submitted no later than sixty (60) days after the last day of competition at the meet for which reimbursement is requested.
9. The reimbursement request must be completely filled out or reimbursement will be withheld until the form is complete.