

4. Travel

4.1 Athlete Travel Assistance

A. General

1. Middle Atlantic Swimming (MAS) funds will be used to provide Travel Assistance to athletes traveling to and participating in USA Swimming National Championships (Nationals), Olympic and World Championship Trials (when held as separate meets), Eastern Zone Sectionals, the US Open, Open Water National Championships, Adapted National Championships (the "MEETS"). MAS will also provide travel support for swimmers attending the Eastern Zone Age Group Championships. On a year-by-year basis, funding may also be available for International Open Water and Adapted competitions.
2. Participation in a meet is defined as competing in at least one individual event at the specified meet. Swimmers who are disqualified from an event for either a stroke or turn violation or a false start may count that event for participation. Swimmers who are disqualified for failure to swim a deck-seeded event after they have checked in, or who fail to swim at Finals in an event for which they have qualified, except when such non-participation is for medical reasons, may not count that event (i.e., a swimmer may not scratch from Finals in a qualified event.) Swimmers who are disqualified for unsportsmanlike conduct or because of a violation of a safety rule may receive travel support only after review and approval by the Senior (or other relevant) Committee.
3. **Travel Assistance** will be provided to a swimmer for only one MEET during each Spring and Summer season, except as follows:
 - a) Swimmers who attend separate Nationals and Olympic/World Championship Trials in the same season can receive assistance for both Meets.
 - b) Participation in the US Open does not count as either a Spring or Summer meet.
 - c) Swimmers who receive assistance for a Sectionals meet may also receive assistance for the Zone Age Group Championships.
4. Travel allowances are not automatic. All awards are subject to review by the Senior Committee.

B. Requirements

1. Registration
 - a) A Swimmer must have current registration in MAS at the time of any funded travel.
 - b) A Swimmer must have been registered with MAS for at least one period of at least twelve (12) consecutive months within the five-year period immediately preceding travel.
 - c) The length of registration will determine the amount of travel assistance for National level MEETS, as follows:
 - (1) First (calendar) registration year in MAS – no reimbursement.
 - (2) Second registration year in MAS – 70% of Destination Award.
 - (3) Third registration year in MAS – 100% of Destination Award.
 - (4) Fourth and subsequent registration years in MAS – 100% of Destination Award plus Bonus Award.
2. Time Standards for Eastern Zone Sectionals
 - a) For Spring Sectionals, an athlete must achieve a **MAS Sectional Travel Award Time Standard** between March 1 of the previous year and the entry deadline for the Spring Sectional Meet, and participate in that event at the Sectional meet.
 - b) For Summer Sectionals, an athlete must achieve a **MAS Sectional Travel Award Time Standard** between August 1 of the previous year and the entry deadline for the Summer Sectional Meet, and participate in that event at the Sectional meet.

Note: the **MAS Sectional Travel Award Time Standards** are equivalent to the Qualifying Time Standards for the last (i.e., 2000) USA-S Junior Championships.

3. MAS Meet Participation
 - a) In order to receive **Travel Assistance**, a swimmer must have participated in at least six (6) MAS Sanctioned meets within the two-year period immediately preceding the MEET. Participation in a meet is defined in paragraph 4.1.A.2 above.
 - b) Participation must be in a MAS Sanctioned meet that is open to all age- and time-eligible MAS swimmers. Participation in Time Trials, Dual, Intra-Squad or other Closed meets does not qualify toward the participation requirement.
 - c) As participation at MAS Meets is designed to present a positive role model experience to other swimmers, all applicants are expected to put forth a good faith effort in their MAS swims.
 - d) College/University (hereinafter COLLEGE) students:
 - (1) COLLEGE students competing under their college eligibility must participate in a minimum of three (3) individual events at MAS-Sanctioned meets in the approximately twelve (12) month period preceding the Meet for which support is requested; said qualifying period shall begin on December 1 of the preceding year for the US Open, March 1 of the preceding year for the Spring Nationals/Sectionals, and August 1 of the preceding year for the Summer Nationals/ Sectionals – and ends with the first day of the respective Meet. Students who have completed their college eligibility shall be subject to this same participation requirement to obtain support through the Summer Nationals/Sectionals meets following completion of their college eligibility. It shall be the responsibility of each college student to provide satisfactory evidence of his or her college attendance/eligibility to the Senior Committee, when requested.
 - (2) COLLEGE students who are attending college (whether within the MAS region or elsewhere) but are not competing with their college team must meet the same participation requirements as other MAS swimmers, as defined in paragraphs 4.1.B.3.a and B.3.b above.
 - e) Zone Age Group Championships and Adapted Swimming:
 - (1) Participation (as defined in 4.1.B.3.b) in six (6) meets within the two-year period immediately preceding the meet.
 - (2) Exception: Swimmers with only one (1) year of MAS registration must participate in a minimum of four (4) meets.

C. Level of Support

1. The Finance Committee shall propose a **Meet Support Amount** (see Table 4.1) for each eligible MEET, which shall be approved as part of the annual MAS Budget process. The **Meet Support Amount** shall be based on the level of the MEET, as well as the location and expected cost for travel to the meet location.
2. The **Travel Assistance** for each swimmer (except US Open) shall consist of two parts: the **Bonus Award** and the **Destination Award**.
 - a) The **Bonus Award** is awarded to all swimmers who meet the eligibility (see 4.1.B.1.c.4) and participation criteria for the MEET. The **Bonus Award** is based on the level of each meet, and shall be as follows:

Olympic/World Champ Trials	\$ 150
Nationals (when not also Olympic/World Champ Trials)	\$ 100
National Open Water Championships	\$ 100
Sectionals	\$ 50
Adapted	\$ 50

Note: the **Bonus Award** shall be awarded to all eligible swimmers, regardless of the total funds budgeted for the Meet.

- b) The **Destination Award** for each MEET is arrived at by multiplying the number of swimmers receiving the **Bonus Award** times the **Bonus Award** amount and subtracting that amount from the **Meet Support Amount**. The remainder is then divided by the number of swimmers eligible to obtain the **Destination Award**. (When appropriate, the number of swimmers shall be adjusted to account for swimmers who are only eligible for a partial **Destination Award**.) The **Destination Award** shall not exceed a **Maximum Award** amount per Swimmer (see Table 4.1) to be established by the Senior Committee annually for each Meet.
3. The **Travel Assistance** for the US Open will be computed by dividing the **Meet Support Amount** by the number of eligible swimmers, but not to exceed the maximum award established annually by the Senior Committee.
4. Travel support for Zone Team members will be determined by the Age Group and/or Zone Committees. Total costs for the Spring All-Star team will be estimated by the Zone Committee and partially offset by the MAS budgeted support for the Team. Each Team member will be allocated an equal share of the remaining costs. MAS support for the Summer Zone Team will be to cover the Coach's and Administrative costs only; each participating swimmer is responsible for their own travel, housing and meal expenses.

D. Open Water:

1. Swimmers must meet the same Registration and Meet Participation requirements as stated in paragraphs 4.1.B.1 and 4.1.B.3.a herein.
2. To receive **Open Water Travel Assistance**, a swimmer must have achieved at least one (1) **MAS Sectional Travel Award Time Standard** within the twelve (12) month period prior to the Open Water Meet.
3. For each Open Water Meet, the MAS budgeted **Meet Support Amount** will be equally divided among those qualifying for support, with a maximum award of \$500 per swimmer.
4. A swimmer receiving **Open Water Travel Assistance** may receive three (3) Travel Assistance awards in a year provided at least one award is for a pool event.

E. Adapted Swimmers:

1. Swimmers must meet the same Registration and Meet Participation requirements as stated in paragraphs 4.1.B.1 and 4.1.B.3.a herein. Exceptions to these requirements must be presented to and waived by the MAS Board of Directors.
2. A swimmer does not have to meet a Time Standard to be eligible for an **Adapted Swimmer Travel Assistance** award.
3. The MAS budgeted **Meet Support Amount** for Adapted Swimmer Meets will be equally divided among those qualifying for support, with a maximum award of \$500 per swimmer.

F. Application Procedure

1. Zone Team travel: Athletes who have been selected for the Spring All-Star Team based on their current year performances in accordance with the Zone All-Star Team policies will be charged a flat fee to cover their portion of the trip costs. No further application for funding is required. There is no individual reimbursement or support for Summer Team participants.
2. All other travel:
 - a) All **Travel Assistance** funds shall be paid to each swimmer's respective Club. The Club representative shall submit a **Request for Travel Assistance** form, a copy of the meet entry form, and proof of participation to the MAS Office, Attn: Travel Administrator.

The form should include any UNattached swimmers associated with the Club. UNattached swimmers with no Club association should contact the MAS Office regarding their support.

- b) The deadline for submission of a completed **Request for Travel Assistance** form is as follows:
 - (1) fifteen (15) days (or the first weekday thereafter) following the last day of the MEET for which assistance is requested.

G. Waivers / Appeals

1. In extenuating circumstances, certain eligibility or participation requirements may be waived. An **Application for Waiver** should be submitted by the Club representative (or UNattached swimmer) to the MAS office to be referred to the MAS Board of Directors.
2. College students who attend college outside the MAS boundaries may apply for waiver of the Meet requirement. A copy of the student's transcript may be required and should accompany the application, when requested.
3. Appeals to any decision regarding **Travel Assistance** may be made by the Club representative (or UNattached swimmer) to the Board of Directors by submitting a letter to the MAS Office.

(approved 11/01; revised 4/04)

Note: for Summer 2004 only, swimmers who attend only the National Championships (at Palo Alto, CA) will receive first consideration to receive the **Bonus and Destination Award** (up to the \$500 maximum per swimmer.) Swimmers who attend both the Olympic Trials and National Championships will receive the **Bonus Award** (if eligible) and will then divide any remaining funds (within the \$13M budgeted amount for Nationals) as their **Destination Award** (up to the \$500 max). Granting of **Bonus Awards** to swimmers attending both meets may exceed the budgeted amount.

4.2 Foreign Athletes/Travel

- A. USA Swimming coordinates international travel and exchanges for athletes and clubs. Approvals are needed by USA Swimming and the foreign Federation involved prior to travel and competition. The following forms can be found in the registration section of the Forms Index.
- B. **Notification of Membership in USA Swimming.** When a member of a FINA Federation applies for membership in USA Swimming, he/she must complete the **Notification of Membership in USA Swimming** form. This form should be sent to the Middle Atlantic office.
- C. **Foreign Travel Permit Request.** LSCs and clubs wishing to compete abroad must complete the **Foreign Travel Permit Request** form and submit it plus the foreign federation invitation and the meet information to the Middle Atlantic office.
- D. **Invitation to Foreign Athletes/Teams.** LSCs and clubs wishing to invite foreign athletes or teams to participate in a meet must complete the **Invitation to Foreign Athletes/Teams** form and submit the form and the meet information to the Middle Atlantic office.

Table 4.1**MIDDLE ATLANTIC TRAVEL ASSISTANCE**

	<u>Meet Support Amount</u>	<u>Bonus Award</u>	<u>Max Award</u>
2003			
Spring Sectionals, Sewell, NJ	\$ 14,000	\$ 50	\$ 400
Spring Nationals, Indianapolis, IN	\$ 10,000	\$ 100	\$ 500
Summer Sectionals, Baltimore, MD	\$ 16,000	\$ 50	\$ 250
Summer Nationals, College Park, MD	\$ 22,000	\$ 100	\$ 500
Disability Championships, Minneapolis, MN	\$ 1,000	\$ 50	\$ 500
US Open	\$ 4,000	0	\$ 400
2004			
Spring Nationals, Orlando, FL	\$ 10,000	\$ 100	\$ 500
Spring Sectionals, George Mason, VA	\$ 14,000	\$ 50	\$ 250
Disability Championships, Minneapolis, MN			
Olympic Trials, Long Beach, CA	\$ 22,000	\$ 150	\$ 650
Summer Nationals, Palo Alto, CA	\$ 13,000	\$ 100	\$ 500
Summer Sectionals, Buffalo, NY	\$ 16,000	\$ 50	\$ 250
US Open, San Antonio, TX	\$ 4,000	0	\$ 350
2005			
Spring Nationals, Indianapolis, IN	\$ 12,000	\$ 100	\$ 500
Spring Sectionals, Fairfax, VA	\$ 15,000	\$ 50	\$ 250
Summer Nationals, Irvine, CA	\$ 17,000	\$ 100	\$ 500
Junior Nationals, Irvine, CA	see Summer Sectional		\$ 350
Summer Sectionals, St. Mary's, MD	\$ 18,000	\$ 50	\$ 250
US Open, Auburn, AL			
2006			
Spring Nationals, Federal Way, WA			
Spring Sectionals,			
Summer Nationals, Irvine, CA			
Summer Sectionals, Buffalo, NY			
US Open,			

(2004-05 Awards approved in '04 Budget; revised 10/4/04)