

4.0 Travel

4.1 Athlete Travel Assistance

A. General

1. Middle Atlantic Swimming (MAS) will provide Travel Assistance to athletes traveling to and participating in USA Swimming National Championships (“Nationals”), Olympic and/or World Championship Trials - when held as separate meets (“Trials”), the Eastern Zone Speedo Sectional Meets (“Sectionals”), the NCSA Junior National SC Championships (“NCSA”) and/or the USA Swimming Junior LC National Championships (“Juniors”), the US Open, the USA Swimming Open Water National Championships, the USA Swimming Adapted National Championships or other comparable meets designated and approved by the MAS Board of Directors (the “MEETS”).

To receive Travel Assistance for any of the MEETS, an athlete must qualify for and participate in (see 4.1.A.2 below) at least one Individual Event at the MEET. Bonus events shall not qualify to meet this participation requirement. Athletes applying for Travel Assistance to a Sectionals meet must meet additional Time Standard requirements (see 4.1.B.2 below.)

“Nationals” shall be understood to include the USA Swimming Spring Championships and the USA Swimming Short Course Championships, when held.

MAS will also provide travel support for swimmers attending the Eastern Zone (EZ) SC and LC Age Group Championships (see section 4.1.F below). 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 take a Declared False Start, or 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 an event for which they have qualified and count that event toward participation.) 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 MAS Board of Directors.
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 Sectional meet may also receive assistance for the Zone Age Group Championships.
 - d) When approved by the Board of Directors, Travel Assistance may be provided for participation at alternative meets in lieu of the EZ Sectional Meets.
4. Travel allowances are not automatic. All awards are subject to review by the MAS Travel Fund Committee, Senior Committee and/or the Board of Directors.

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 (no Bonus).
 - (3) Third registration year in MAS – 100% of Destination Award (no Bonus).
 - (4) Fourth and subsequent registration years in MAS – 100% of Destination Award plus Bonus Award.
2. Time Standards for Eastern Zone Sectionals
- a) In order to obtain Travel Assistance 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) In order to obtain Travel Assistance 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 2000 USA-S Junior Championships. These Time Standards are posted on the MA website.

3. MAS Meet Participation

- a) To receive **Travel Assistance** for a **MEET**, 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 as 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 sanctioned Time Trials, Dual, Intra-Squad or other Closed meets does not qualify toward the MAS participation requirement.
- c) As participation at MAS Meets by athletes receiving Travel Assistance 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) Middle Atlantic registered athletes who attend and board at a Prep School (i.e., high school) outside of the MAS region must participate in a minimum of three (3) individual events at MAS-Sanctioned meets in the preceding twelve month period, as described in 3(d)(1) above for college students.

- f) Zone Age Group Championships and Adapted Swimming:
 - (1) Participation (as defined in 4.1.A.2 and 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 MAS Travel Fund Committee shall propose a **Meet Support Amount** for each Group of MEETs as designated as in Table 4.1, which shall be approved as part of the annual MAS Budget process. The **Meet Support Amount** shall be based on the level of the MEETs in that Group, as well as the location and expected cost for travel to the meet locations. For 2006-07, the US Open shall receive a separate Meet Support Amount.
2. The **Travel Assistance** for each athlete (except US Open) shall consist of two parts: the **Bonus Award** and the **Destination Award**. The total Bonus and Destination Awards for each individual Meet shall be calculated and referred to as the **Granted Meet Award**.
 - a) The **Bonus Award** for each MEET is awarded to all swimmers who meet the participation (see 4.1.B.3) requirement and the specific registration criteria of Section 4.1.B.1.c.4. The **Bonus Award** is based on the level of each meet, and shall be as follows:

Olympic/World Champ Trials	\$ 150
National Champs (when not also Olympic/World Champ Trials)	\$ 100
USA Swimming Spring or SC Championships	\$ 100
National Open Water Championships	\$ 100
USA Swimming and NCSA Junior Champs	\$ 50
Speedo Sectionals	\$ 50
USA Swimming Adapted Champs	\$ 50

Note: it is the intention that the **Bonus Award** shall be awarded to all eligible swimmers qualified for that Meet, regardless of the total funds budgeted or available for the Meet – subject to approval by the MAS Board of Directors.

- b) The **Destination Award** will be awarded within each **Group** (see Table 4.1) in the following order. **Destination Awards** (up to the **Max** amount) will be granted to all eligible athletes attending the Meet listed first in the Group (e.g., the USA Swimming National or Spring Championships). The total **Granted Meet Award** for that meet is subtracted from the total **Meet Support Amount** for the **Group**. The **Destination Awards** (up to the **Max** amount) for the Meet listed next in the **Group** are then granted to all eligible attending that Meet. The total **Granted Meet Award** for that meet is subtracted from the total **Meet Support Amount**, and the **Destination Award** for the next Meet is determined in the same manner.

When calculating the **Destination Award** for each Meet, the **Bonus Awards** for that Meet shall first be calculated and the total subtracted from the (remaining) **Meet Support Amount** for that Group. The remaining **Meet Support Award** amount is dividing by the number of qualifying athletes (adjusted as 4.1.B.1c) to obtain the **Destination Award**, which shall not be more than the **Max Award** for that Meet. The total of the **Destination Awards** is then subtracted from the remaining budget for the Group. The Travel Award for the next Meet in the Group is then computed in the same manner as above.

When all available funds in the Meet Support Amount are expended, then no further travel support will be granted for meets in that Group, except for Bonus Awards that may be granted by the Board of Directors.

3. The **Travel Assistance** for the US Open will be computed by dividing the **Meet Support Amount** by the number of eligible and qualifying swimmers, but not to exceed the Max Award; there is no Bonus Award for the US Open.
4. Following completion of all MEETS, the Board of Directors will determine whether and on what basis any un-awarded **Meet Support Amount** funds may be distributed to those qualified athletes that did not receive full support funding under the above procedures.
5. Travel support for MA Zone Team members attending the EZ Age Group Championships (SC or LC) will be determined by the Age Group and/or Zone Committees. Total costs for the Spring (SC) 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 (LC) 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** (see Table 4.2) 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 approved 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 (see Table 4.2) will be equally divided among those qualifying for support, with a maximum award of \$500 per swimmer.

F. Application Procedure

1. EZ Age Group Championships travel assistance:
 - a) Athletes who have been selected for the Spring (SC) 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.
 - b) There is no individual reimbursement or support for Summer (LC) 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 at the MEET to the MAS Office, Attn: Travel Administrator. The form should include any UN-attached swimmers associated with the Club. UN-attached 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) for WINTER MEETS, by April 15 or fifteen (15) days following the last day of any of the WINTER MEETS, whichever is later. When a 'Nationals' meet is held in November/December, the deadline for submission of the Request form for that meet shall be December 20.
- (2) for SUMMER MEETS, by August 25 or fifteen (15) days following the last day of any of the SUMMER MEETS, whichever is later.
- (3) for any other MEET, fifteen (15) days following the last day of the MEET.

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 UN-attached 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 participation 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 UN-attached swimmer) to the Board of Directors by submitting a letter to the MAS Office.

(approved Nov '01; revised Apr '04, Nov '04, Sept '06, May '07, June '07)

4.2 Foreign Athletes/Travel

- A. USA Swimming coordinates international travel and exchanges for athletes and clubs. Approval is needed from 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.
 - 1) **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.
 - 2) **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.
 - 3) **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>
2005-06			
US Open, Auburn, AL	\$ 8,000	0	\$ 400
Spring Nationals, Federal Way, WA	\$ 10,000	\$ 100	\$ 500
Spring Sectionals, Annapolis, MD	\$ 15,000	\$ 50	\$ 250
Summer Nationals, Irvine, CA	\$ 15,000	\$ 100	\$ 500
Summer Sectionals, Buffalo, NY	\$ 12,000	\$ 50	\$ 250
Junior Nationals, Irvine, CA	\$ 6,000	\$ 50	\$ 350
2006-07			
US Open, W.Lafayette, IN	\$ 6,000	0	\$ 400
I. SPRING Meets	\$ 25,000		
a. Spring Championships, Long Island, NY		\$ 100	\$ 500
b. NSCA Junior Champs, Orlando, FL		\$ 50	\$ 250
c. Spring Sectionals, Rockville, MD		\$ 50	\$ 250
II. SUMMER Meets	\$ 35,000		
a. Summer Nationals, Indianapolis, IN		\$ 100	\$ 500
b. USA Junior Champs, Indianapolis		\$ 50	\$ 400
c. Summer Sectionals, St. Mary's, MD		\$ 50	\$ 250
2007-08			
I. WINTER Meets	\$ 35,000		
a. USA-S Short Course Nationals, Atlanta, GA		\$ 100	\$ 400
USA-S LC Time Trials, Atlanta, GA			
b. NSCA Junior Champs, Atlanta, GA		\$ 50	\$ 350
c. Spring Sectionals, East Meadow, NY		\$ 50	\$ 250
Spring Sectionals, Univ of Maryland			
II. SUMMER Meets	\$ 35,000		
a. Summer Nationals, Minneapolis, MN		\$ 100	\$ 500
b. USA Junior Champs, Minneapolis, MN		\$ 50	\$ 400
c. Summer Sectionals, State College, PA		\$ 50	\$ 250
OLYMPIC TRIALS, Omaha, NB	\$ 24,000	\$ 150	\$ 700

Table 4.2**MIDDLE ATLANTIC - Other TRAVEL ASSISTANCE**

	<u>Meet Support Amount</u>	<u>Bonus Award</u>	<u>Max Award</u>
2007			
5K OW National Championships	\$ 1000		\$ 500
10K OW Championships	\$ 1000		\$ 500
25K OW Championships	\$ 1000		\$ 500
Disability / Paralympic Championships	\$ 1000	\$ 50	\$ 500

(Meet Support Awards approved in annual MAS Budget)