

	<h2 style="text-align: center;">Policies and Procedures</h2>	
<p>Subject: Athlete Meet Reimbursement</p>	<p>Document Number: 312 Version Number: 03</p>	<p>Effective Date: January 17, 2022 Last Revision: April 8, 2023</p>

1. The Athlete Meet reimbursement program has the following goals:
 - 1.1. To financially assist our top athletes in participating at the most elite levels of competitive swimming.
 - 1.2. To encourage the exposure of our top Oklahoma swimmers to the best swimmers in the country.
 - 1.3. To improve Oklahoma Swimming by increasing athlete participation at the sport's highest levels. Great Athletes return to our clubs and inspire future success.

2. Funding Guidelines:
 - 2.1. Athletes must provide documentation (event results and expense receipts)
 - 2.2. This proposal removes the travel day stipend for all meets
 - 2.3. Daily Stipend is paid starting the first day the athlete competes and stops after the last event they swim. There is no change in funding for days between start and finish regardless of competition. So, if you swim day 1 and day 4 of Nationals you receive 4 days of stipend money.
 - 2.4. Guideline removes the 'outside Oklahoma' requirement for sectional support. Athletes **MUST** confirm hotel lodging in order to receive funding.
 - 2.5. Tiers 1 and 2 also receive support from Region 8
 - 2.6. No support for "relay only" participants- all meets
 - 2.7. All payments will be sent to the athlete (family)

3. Funding Limits- (Jan. 1-Dec. 31 of each year)
 - 3.1. A swimmer can receive up to \$2,000 in total support from OKS in a single year
 - 3.2. Tier 1- swimmer can receive funding from up to 2 meets a year
 - 3.3. Tier 2- swimmer can receive funding from up to 2 meets a year
 - 3.4. Tier 3- swimmer can receive funding from up to 2 meets a year
 - 3.5. Tier 4- swimmer can receive funding from up to 2 meets a year
 - 3.6. Tiers are independent. You may go to as many meets as you wish and receive funding for two in each tier and up to \$2,000 total.
 - 3.7. Tiers 1 and 2 also include para-events of parallel level of competition.

4. A link to the reimbursement form, yearly funded meets, and guiding principles can be found at oks.org

5. Reimbursement request must be submitted within 30 days of the conclusion of the meet using the online form at oks.org

Change Log					
Version	Date	Description of Change / Sections	Author or Editor	Authority	Control Number
01	09-27-19	Restatement of previous policy in new format	D. Mink	BOD	OKS-0008
02	01-17-22	Update to place funding forms, yearly funded meets, and guiding principles on website	B. Staab	BOD	OKS-
03	4-8-2023	Update to include reimbursement deadline	B. Staab	BOD	OKS-0010