

Niagara Swimming Officials Travel Expenses Reimbursement Policy

Purpose:

To encourage Niagara Swimming officials to participate in National/International level meets and Officials Qualifying Meets (OQMs) outside of and within the Niagara LSC in order to enhance the local level of officiating by:

- Exposing our officials to higher level meets;
 - interacting with officials from other LSCs
 - learning and/or reinforcing deck protocols, and
 - raising understanding of rules, their applications, interpretations, and resolving situations.
- Providing additional opportunities for advancement/sustainment within the National Officials Certification Program.
- Developing/sustaining National Evaluators and Mentors to support advancement and training opportunities at Niagara LSC meets. Beneficiaries of this policy are expected to share their experience through mentoring or other teaching opportunities for local officials.

Policy:

Niagara Swimming officials who officiate a National/International level or Officials Qualifying Meet outside of the Niagara LSC and/or within the Niagara LSC if travel exceeds 50 miles (one way from home) may be reimbursed actual travel-related expenses not to exceed \$500 per meet, up to two meets per fiscal year (September 1 through August 31). Travel-related expenses are reasonable and customary coach airfare, hotel room, rental car, gas, and parking fees (receipts must accompany the request). The first meet for which an official seeks reimbursement will be processed immediately by the Officials Chair. Subsequent meets requested by the official will be held until the end of the fiscal year. The remaining funds available in the travel reimbursement budget will be divided proportionally to the requested reimbursement amounts.

In order to receive reimbursement for a given meet, a Niagara Swimming official must:

- Seek prior written approval from the Officials Chairperson. This approval is to be sought prior to applying to officiate the meet.
- Be registered with NI Swimming as an official for at least one year prior to the meet.
- Be registered with NI Swimming as an official during the time of the meet.
- In the twelve months prior to the meet, have worked a minimum of 8 sessions in at least 4 NI sanctioned meets plus at least 3 sessions of a Niagara Swimming LSC Championships meet.
- Have worked all sessions of the meet.
- Submit a completed Niagara LSC Reimbursement Voucher to the Officials Chair no later than 30 days after completion of the meet. If the voucher is supplied to the Officials Chair after the 30 days, the reimbursement may be approved at the Officials Chair's discretion. In the event the Officials Chair is seeking reimbursement, s/he should submit the voucher to the Officials Committee for approval.
- Qualifying meets for reimbursement include: National level meets including Eastern Zone Age Group Championships (SC and LC), Speedo Championship Series (Sectional Championships, SC and LC), Tyr Pro Series meets, US Open, Olympic Trials, and USA Swimming Championships level meets identified in USA Swimming Rules and Regulations, Article 207.1. International Meets are those such as the Olympics, World Cup, FINA World Championships, and the Pan American Games. Officials Qualifying Meets are those meets (including those hosted by Niagara Swimming) approved by the National Officials Committee for National Certification evaluations. The last category includes NI LSC Championship meets (see above for travel criteria).

A Niagara Swimming official (in an assigned position) may not receive more than their actual expenses in travel expenses reimbursement from USA Swimming/Meet Host and Niagara Swimming combined. If an official is eligible for reimbursement from another source (e.g. Meet Host), reimbursement should be sought from that entity first. An official may be reimbursed the balance of any actual expenses not reimbursed by the meet host (or other entity) up to the maximum amount of \$500 as described above.

The Niagara Officials Committee may waive an eligibility criterion under special circumstances. Reimbursement payment will be sent directly to the official.

This policy will be effective as of September 1, 2022

Approved Apr 28, 2022
Fred Leff, Officials Chair