

OUTREACH ATHLETE TRAVEL & ACCOMMODATION POLICY effective September 1, 2020

The MESI outreach athlete travel fund is established to subsidize, in whole or in part, travel expenses incurred by MESI outreach athlete members while competing at MESI hosted events. Based on the approved budget for this support, 50% will be retained for support for the MESI winter championship meet/s. The initial 50% will be distributed on a first come first serve basis. If there are extra funds, other meets may be considered for reimbursement by the Board of Directors. Disbursement of funds by the MESI Treasurer will be made under the direction of the Board.

Eligibility - In order to be eligible to apply for these funds:

1. A swimmer must be an MESI registered outreach athlete in good standing.
2. Swimmers competing in only relay and/or time trial events are not eligible.
3. In order for an athlete to receive reimbursement from the travel fund, a representative from their club team must be present at the annual HOD meeting. The reimbursement eligibility period will be the calendar year following the annual HOD.

Outreach Travel Subsidy:

Applications - Application for reimbursement must be made on the form designated for this purpose within 30 days of the event. Outreach Athletes may receive up to the IRS per diem allotment for the location in which the meet is held as approved for the fiscal year and reported on the [GSA website](#).

Additional criteria: Athletes must compete in at least three individual events a day in all meets except the Bowdoin Open, the winter championship meet/s and open water meets.

Outreach Accommodation Reimbursement:

Application for reimbursement must be made on the form designated for this purpose for approval no later than three days before the first day of the event. Approval must be received prior to the meet to guarantee reimbursement. Hotel accommodations for meets shall be reserved by the Outreach Athlete's family or team and a reimbursement check will be provided by MESI upon arrival at the meet. Hotel reimbursement rate is based on IRS allotment for hotels in the area of the event for the fiscal year and reported on the [GSA website](#).

The following is available for the Bowdoin Open and all Maine Swimming sponsored events two days in length or longer.

Additional criteria:

1. Athletes must compete in at least three individual events a day in all meets except the Bowdoin Open, winter championship meet/s and open water meets. In the Bowdoin Open and the winter championship meet/s, swimmers must compete in all events in which they have qualified up to the maximum event limits per the meet information.
2. Outreach Athlete must live at least 75 miles away from the event location.
3. If a room is reserved and the swimmer does not attend the meet and the cancellation procedure is not followed, the athlete's family will be responsible for the entire cost of the hotel.