

Sierra Nevada 2024 Olympic Trial Funding

The purpose of this program is to support Athletes and their Clubs who participate in the 2024 U.S. Olympic Trials. It is also to support SNS Officials who have been picked by USA Swimming to officiate for the 2024 U.S. Olympic Trials. For Athletes and Officials, this fund is to reimburse for some of their actual expenses at the 2024 U.S. Olympic Trials. For Club Teams it is a stipend to assist with off-setting costs of having a coach at the 2024 U.S. Olympic Trials.

All potentially eligible Athletes and Officials must comply with the current SNS Travel and Entertainment Expenditure Policy. SNS will not reimburse for expenses incurred that are not covered by the SNS Travel and Entertainment Policy. [Please review the FAQs at the end of this document for a quick reference about reimbursable expenses]

Athlete Reimbursement Requirements \$1,500 maximum in reimbursements

Eligible Reimbursement

- All Athletes that meet criteria are eligible for a maximum \$1,500.00 in reimbursement from Sierra Nevada Swimming based upon proof of costs incurred.
- Eligible expenses are: hotel, airfare, rental car, meals. Expenses are only for those incurred on behalf of the athlete. Entry fees are not reimbursable.
- The SNS Travel and Entertainment Expenditure Policy provides more details about allowable reimbursement expenses.
- All travel expenses submitted must be directly related to the Athlete's participation in the Olympic Trials and must be within 3 days of the Trials (before and after).
- Athletes may not submit for reimbursement any expense that is being reimbursed by another third party source.

Athlete Eligibility Criteria

- Only Athletes that qualify and represent a Sierra Nevada Club Team (Primary Team - not Secondary) at the 2024 U.S. Olympic Trials are eligible for this Reimbursement.
- The Athlete must have represented the SNS Club Team in 2 meets in the 12 months before the 2024 U.S. Olympic Trials (June 2023-June 2024)
- For a non-college Athlete to be eligible, they must hold continuous Sierra Nevada Swimming registration for the following periods of time and be in good standing with their Club Team to receive reimbursement:
 - Athletes who have represented Sierra Nevada for at least 18 continuous months prior to June 2024 will be eligible for reimbursement-and be in good standing with SNS LSC and their Club (if they are attached to one).
- College Athletes that swam with a Sierra Nevada Club Team for a minimum of one continuous year before entering college and will be representing a Sierra Nevada Club, as

their Primary Team, at 2024 U.S. Olympic Trials are eligible for reimbursement based on their Club Team membership prior to college.

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- The Athlete need not meet the 2024 U.S. Olympic Trials qualifying standard while representing their SNS Club Team to be eligible.

Reimbursement Process

- All Athletes must fill out a reimbursement form, completely, including submission of receipts and submit within 2 weeks of the completion of the Trials.
- Receipts sent digitally can only be .jpeg or .pdf formats. (No iPhone .HEIC files.)
- SNS will acknowledge receipt of reimbursement request
- Athletes will have 10 days to cure all errors after being notified by SNS.
- Once an Athlete's submission is confirmed and approved, the following applies:
 - Once the application is received, the Athlete will receive receipt confirmation from the SNS Executive Director.
 - Checks not deposited or cashed within 60 days will be considered forfeited and a stop payment issued. One warning will be issued by the SNS Executive Director to the submitted contact email at 30 days for any outstanding checks at that time. At 60 days the check will receive a stop payment.
- Checks will not be made out to teams or coaches.
- Payment will be made to the athlete and/or their family.
- Payment can be made electronically, through SNS approved electronic transfers, at the election of the Athlete.

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FAQs Regarding Reimbursable Expenses

For a complete understanding of what is reimbursable, please review the SNS Travel and Entertainment Expenditure Policy. Below are some of the more common answers to questions that arise with the submission of a reimbursement request.

1. Meals/Food is for Athletes or Official only. If you travel as a family, or in a group, denote on the receipt how many people the bill is for, and divide the total for the Athlete's / Official's portion. That is the only amount that will be reimbursed. For each meal that this is not done, it will not be reimbursed by SNS.
2. Alcohol is never reimbursable.
3. For any travel expense (hotel, airfare, rental car, mileage) it must be a direct expense for participation in the Meet. To be eligible for reimbursement, the travel must be within three (3) days of the Meet (before or after).
4. Car travel in your own vehicle is either (a) direct receipts for gas/tolls/parking, or (b) standard mileage reimbursement. If claiming mileage reimbursement, the Athlete will need to list the exact mileage being requested. The SNS Treasurer will apply the current IRS mileage reimbursement set for the year. For example: if the round trip mileage from home to the Pool is 68 miles and the Athlete attended for 4 days the total mileage is 272 OR if the Athlete drives to a meet and stays in a hotel, the mileage to calculate is the roundtrip mileage from your home to the pool (if it is 429 from the Athlete's home to the pool, the Athlete or Official will request reimbursement for 858 miles).
5. Entertainment, personal items, caps, goggles, swimsuits, meet shirts, pharmacy items like cold medicine or sunscreen, and person services like a masseuse are not reimbursable.