

	POLICY & PROCEDURE	POLICY NUMBER: 201-P
	Subject: CLUB INCENTIVE	REVISED DATE: 3-15-2023

A. Purpose:

- a. AZSI has established a Club Incentive Program to provide annual monetary incentives for clubs and volunteer participation in LSC activities, committees, etc.
 - i. Eligible clubs are classified as small or large club based upon athlete membership of a club as of the last day of the previous membership registration year (“Registration Period), August 31. For purpose of this policy, there are two classes of membership:
 1. Small club is defined as those with 150 or fewer athletes as of the end of the Registration Period.
 2. Large club is defined as those with 151 or greater athletes as of the end of the Registration Period.
 - ii. Award Period for these Club Incentives, starts on September 1 of each year and ends on August 31 of each year.
 - iii. Awards under this policy are determined based on point system the clubs with the club with the greatest number of points winning.

B. Procedure:

- a. In order to be considered for an award under this policy, clubs must be a current Safe Sport Recognized Club Program, The Safe Sport Recognized Club must submit to the office the Club Incentive Tally sheet providing their achievements under the policy and the points allocated to them as a result.
 - i. Clubs must submit their qualifying information no later than October 1 of each year.
 - ii. All items submitted as part of the qualifying process are subject to verification.
- b. Using the Club Incentive Tally sheet provide names of each of the participants in each category
 - i. Participants may be athletes or non-athletes.
 - ii. Participation must be able to be verified by meeting minutes, workshop sign in sheets, or other records held provided to the LSC office during the award period.
 - iii. On the Club Incentive Tally sheet “active” refers to verifiable participation.
 - iv. A club must have earned a minimum of 20 points to be considered for any level of award.

C. Awards,:

- a. Monetary awards under this policy shall be based on total points awarded during the Award Period. The Operations Director shall verify items submitted as part of this program and shall notify the General Chair of the award winners prior to distribution of the Awards, paid by check to the clubs.

- b. Such awards levels shall be in the amount of:
 - i. First place \$750
 - ii. Second place \$500
 - iii. Third place \$250
- c. Should there be a tie for any award levels the teams with the same score shall split the sum of the two levels equally.
- d. Protests regarding the award shall be forwarded to the Board of Directors within ten calendar days following the original awards. The decision of the Board of Directors shall be final

UPDATES

Date	By whom	Abstract	Section	Control #
11/18/2015	HOD	various	All	16-018
6/19/2019	BOD	clarify	Various	16-080
7-15-2020	BOD	Safe Sport	IIA	20-7
10-15-2021	BOD	Bylaws	Various	21-
6-15-2022	BOD	Housekeeping	All	22-012
3-15-2023	BOD	Housekeeping	All	23-002

Category	Points	
	Small Club	Large Club
Per AZSI Board Member	30	30
Per Active Committee Chair(requires participation)	15	15
Per Active Committee Member (requires participation)	6	5
Per Workshop Presenter, Camp Director, Camp Coach	10	10
Per Newly Certified Official(registered and certified during award period - NEW)_	15	5
Per non-athlete voting delegates at House of Delegates	5	5
Per Athlete Rep present at House of Delegates meeting	5	5
Per AZSI member(athlete or non-athlete) attending AZSI workshop, Swimposium, Athlete Camp	5	5
Athlete designated on club registration as the Club Athlete Representative	3	3
Safety Coordinator named on club registration	3	3
Safe Sport Coordinator named on club registration	3	3
Safe Sport Presentation presented to your club by the LSC Safe Sport Chair	5	5
Club Safety Kit(provide pictures and listing of all items in kit)	3	3

Arizona Swimming

Club Incentive Tally Sheet

Award period begins on the date of the Fall House of Delegates meeting
and concludes on the last day of the month prior to the next Fall HOD meeting.

<u>Category</u>	<u>Points</u>	
AZSI Board Member (please list names during award period)		
1 _____		
2 _____		
3 _____		
		Subtotal
Active Committee Chair(requires participation)		
1 _____		
2 _____		
3 _____		
		Subtotal
Active Committee Member(requires participation)		
1 _____		
2 _____		
3 _____		
		Subtotal
Workshop Presenter, Camp Director, Camp Coach		
1 _____		
2 _____		
3 _____		
		Subtotal
Newly Certified Officials (registered & certified for the first time during award period)		

1	_____		
2	_____		
3	_____		
			Subtotal
Non-Athlete Voting delegates at House of Delegates (Nov & April)-PROVIDE names*			
1	_____		
2	_____		
			Subtotal
Club Designated Athlete Rep present at House of Delegates(provide names)			
1	November _____		
2	April _____		
			Subtotal
Club members attending AZSI workshop, Swimposium, Camps, etc (attach separate list if needed/include name of wkshp /swimposium/camp			
1	_____	6	_____
2	_____	7	_____
3	_____	8	_____
4	_____	9	_____
5	_____	10	_____
			Subtotal
Athlete listed on club registration as Club Athlete Representative			
1			Subtotal

Safety Coordinator named on club registration		
1	Subtotal	
Safe Sport Coordinator named on club registration		
1	Subtotal	
Safe Sport presentation (provide date)	Subtotal	
Club Safety Kit(provide contents listing & picture)	Subtotal	
List on separate page		

See policy for points awarded for each listed item.

Grand
Total

NAME_____

CLUB_____

DATE_____