

**IOWA SWIMMING, INC.**  
**ATHLETE**  
**APPLICATION FOR TRAVEL FUNDS**

“An amateur cannot accept reimbursement for board and traveling expenses in excess of the actual justifiable amount incurred by the swimmer.”

**INSTRUCTIONS:** This form must be **COMPLETELY** filled out. Application for travel funds must be made within 30 days of the last date of the competition. Forward application, together with receipt for lodging, travel receipt (airfare, gas purchases) or mileage (receipt not required), per diem \$25 (receipt not required) and a statement of all funds received from other sources, if any, to the ISI Office. **IT IS MANDATORY THAT YOU SHOW THE REQUIRED IOWA MEETS ATTEND:** 3 Meets for season applying and minimum of 3 individual events per meet. *See page 2 of this form for additional information.*

**NAME:** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_

**CITY:** \_\_\_\_\_ **STATE:** \_\_\_\_\_ **ZIP:** \_\_\_\_\_ - \_\_\_\_\_

**PHONE:** (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ **EMAIL:** \_\_\_\_\_

**SWIM CLUB REPRESENTED:** \_\_\_\_\_

**ID #** \_\_\_\_\_

**IOWA MEETS ATTENDED THIS SEASON:** \_\_\_\_\_

**NAME OF EVENT ATTENDED:** \_\_\_\_\_

**LOCATION:** \_\_\_\_\_

**DATE OF EVENT:** \_\_\_\_\_

**EVENTS SWAM** \_\_\_\_\_

**TRANSPORTATION** (Air & Gas Receipt required or mileage): \_\_\_\_\_

**LODGING** (Receipt required): \_\_\_\_\_

**FOOD PER DIEM:** \_\_\_\_\_ **DAYS @ \$25 = \$** \_\_\_\_\_

**OTHER FUNDS APPLIED FOR:** \_\_\_\_\_

**OTHER FUNDS RECEIVED:** \_\_\_\_\_

**SIGNATURE OF APPLICANT:** \_\_\_\_\_

**DATE OF REQUEST:** \_\_\_\_\_

Send request to ISI - Elaine Sortor, 2715 Pioneer Ct, Davenport, IA 52804-1099

## ATHLETE TRAVEL REIMBURSEMENT

1. Athlete must be a registered annual member of Iowa Swimming, Inc. at the time of competition for which the athlete is seeking reimbursement. Further, athletes must be members of ISI at the time of participation in qualifying meets during the season that reimbursement is requested.
2. Athletes must compete in three (3) ISI sanctioned open invitational during the season reimbursement is requested. Swimmers must compete in a minimum of three (3) individual events per qualifying meet. In a prelims/finals meet, swimmers must participate in finals, if qualified, in order for the event to count.
3. Any athlete who believe that he/she is worthy of reimbursement despite not meeting the qualifying requirements may file a written request for a waiver with the ISI Board of Directors. Such request shall contain an explanation as to why the athlete did not meet the qualifying requirements, but feels reimbursement is warranted. Each case will be handled on an individual basis.
4. A maximum of \$6,000 per season will be allocated to athlete reimbursement.
5. The following are a list of meets for which reimbursement will be granted and the maximum allowable reimbursement. ISCA is responsible for designated meets as drive-to and fly to.

### A – LEVEL REIMBURSEMENT

| <i>Meet</i>                   | <i>Maximum allowable<br/>Fly-To</i> | <i>Maximum allowable<br/>Drive-to</i> |
|-------------------------------|-------------------------------------|---------------------------------------|
| Olympic Trial                 | \$450                               | \$350                                 |
| World Championship Trials     | \$450                               | \$350                                 |
| US National Championships(SC) | \$450                               | \$350                                 |
| US Open                       | \$450                               | \$350                                 |
| Junior Nationals              | \$450                               | \$350                                 |
| Short Course Nationals        | \$450                               | \$350                                 |
| Short Course Junior Nationals | \$450                               | \$350                                 |
| Disability Championship       | \$450                               | \$350                                 |

### B – LEVEL REIMBURSEMENT

| <i>Meet</i>                          | <i>Maximum allowable</i> |
|--------------------------------------|--------------------------|
| Speedo Champions Series (Sectionals) | \$250                    |
| Senior Zones                         | \$150                    |
| Relay only swimmers at A-level meets | \$250                    |

### C – LEVEL REIMBURSEMENT

| <i>Meet</i>     | <i>Maximum allowable</i> |
|-----------------|--------------------------|
| Age Group Zones | \$150                    |
| Grand Prix      | \$150                    |
| National IMX    | \$150                    |

6. No reimbursement shall be given to relay only swimmers at the B-level or C-level. No reimbursement shall be given to athletes who swim at these meets with an unproven time and do not meet the qualifying standards at the meet.
7. Eligibility
  - a. All swimmers eighteen and under, who have not yet graduated from high school, shall be eligible for full reimbursement regardless of length of membership in ISI.
  - b. Swimmers 19 and over who were registered members of ISI prior to high school graduation shall be eligible for full reimbursement.
  - c. Swimmers 19 and older whose first registration with ISI is after high school and have been registered members of ISI for less than one full calendar year shall be eligible for 50% reimbursement. Swimmers 19 and older whose first registration with ISI is after high school and who have been registered in ISI for greater than one full calendar year shall be eligible for full reimbursement.
  - d. Swimmers who register with ISI for the first time after high school graduation, but who have not yet enrolled in college, are not eligible for any reimbursement.
8. Swimmers are eligible for reimbursement for up to two meets per season.
9. The athlete registration fund will be allocated as follows:
  - a. The initial reimbursement for athletes at A-level meets will be allocated first.
  - b. The second reimbursement for athletes at A-level meets will be distributed next.
  - c. Any remaining funds will be distributed to initial requests for athletes at B-level meets. Athletes, who have received reimbursement for an A-level meet and who request reimbursement for a B-level meet, will have that request treated as an initial B-level request. The amount available will be divided by the number of requests in determining the amount of fund distributed to each athlete.
  - d. Any remaining funds will be allocated to second requests for B-level meets. The amount available will be divided by the number of requests in determining the amount of funds distributed to each athlete.
  - e. Any remaining funds will be allocated to C-level meets. The amount available will be divided by the number of requests in determining the amount of funds distributed to each athlete.
10. A maximum of \$25 per diem for food is allowed. Receipts are not necessary
11. Submittal Deadline – Travel reimbursement requests must be made on ISI form APP-18a 30 days after the final day of competition. Mailed reimbursement forms must be postmarked by that date. If the request is sent an email attachment, the sender will receive an email from the ISI office stating that the form has been received. Any claims rejected on the basis of failing to meet the deadline may appeal to the ISI Board of Directors. Each case will be handled on an individual basis.
12. APP-18a along with actual travel receipts shall be sent to the ISI office. Funds received from other sources shall be listed on this request.