

BAY AREA & WESTERN CHAPTER SPORTS FUNDING GUIDELINES

To be eligible to participate in sports or recreation programs with financial sponsorship by the Bay Area & Western Chapter of PVA (BAWPVA) you must be a member in good standing of the BAWPVA and a registered volunteer with the BAWPVA.

Members of BAWPVA who have never competed in an event before will be considered novices and may compete in one event on a first time basis without earning enough volunteer points.

All sponsored athletes must earn enough volunteer points during the prior fiscal year (Jul 1 – Jun 30) to be eligible for sponsorship in the current year. The number of volunteer points required for an event will be set by the Chapter Board of Directors in the budgeting process each year. Activities and their point value are listed on the back of the Volunteer Program & Sports Program Points Time Sheet (time sheet).

Members that require personal care services to attend national events may petition the Chapter Board of Directors for additional funding for attendants. No member will be denied support for a national event solely because he/she needs assistance of a care giver to travel or participate. Shared team care givers may be required if practical.

Participation in local recreational sports (shooting, fishing and hunting), does not require volunteer points. BAWPVA will provide a guide/coach for these events but participants are responsible for all of their own expenses (travel, meals, shells, licenses, lodging caregivers, etc.). The chapter has limited equipment for these activities which may be used if available.

To earn volunteer points, you must be a registered volunteer of BAWPVA and submit a volunteer time sheet to the BAWPVA volunteer coordinator on a monthly basis. Time sheets are due in the chapter office by the 5th of each month. Claims for points over 90 days old will not be accepted. Claims for points may be verified.

The National Veterans Wheelchair Games (NVWG) is the primary event for BAWPVA sponsorship. Other events may be substituted for the NVWG if desired. The board of directors may authorize other competitions and events. If the Chapter Sports Budget is adequate, members may use volunteer points to qualify for a second event at a 50% sponsorship rate.

Volunteer points are not transferable and may not be carried over to another year.

General Terms and Conditions

Travel: Travel by air will be based on the most economical fares available 45 days in advance for coach, round trip airfare. If travel is by other means (automobile, train or bus), reimbursement will be at rates authorized by the board of directors and will not exceed the roundtrip coach airfare for the same travel.

Lodging: Hotel/motel accommodations will be reimbursed based on one half the double occupancy rate of the approved facility.

Entry Fees: Entry fees or registration fees for events authorized will be reimbursed by BAWPVA.

Meal Expenses: Meal expenses for sporting events will not be reimbursed by BAWPVA.

Reporting of expenses: All persons sponsored by BAWPVA for a sporting event must submit an expense report (BER) to the chapter within 15 days of the close of the event. If a travel advance is issued, eligibility for future sponsorships may be withheld until satisfactory reporting of advance payment is completed.

Team Uniforms: If team uniforms are available, participants, coaches and support personnel will be provided team uniforms without charge subject to budgetary limitations and availability.

Practice Sessions: Team members must attend scheduled practice sessions and qualifying sessions if needed.

Sporting/recreation events and practice sessions are not eligible for volunteer points or mileage payments unless you are actually working at the event.

Exceptions to these Policies: All exceptions to these policies must be approved in advance by the BAWPVA Board of Directors.

Points may be earned in the following manner:

<u>Activity:</u>	<u>Amount of Points:</u>
<u>Chapter Participation or Voluntary Service:</u>	
Attend a chapter general membership meeting or BOD meeting	25*
Sign up a new member or transferred member	100
Become a Certified Member of BAWPVA	25
Work at special functions as a representative of BAWPVA (per hour at expos, fairs, speaker at a program, or other authorized activity)	25*
Attend a function of BAWPVA (Annual Banquet, Christmas Party, Parade, picnic or other approved event)	10*
Volunteer at a VA Medical Center (per hour)	25*
Run for an office of BAWPVA or serve as committee chairperson	50
Serve on a BAWPVA committee (per meeting)	50
Volunteer at BAWPVA office or attend meetings as an authorized representative of BAWPVA (per hour)	25*

Sports Participation:

Attend or participate in an adaptive sporting event	10
Attend or participate in an adaptive sporting event wearing PVA apparel	20

Write Letters or Articles:

Write a letter at the request of the Chapter to elected officials	50
Write an article published in <i>The Bridge</i>	75
Write an article or letter published in the Paraplegia News or other news media	100

Donate:

Donate your mileage reimbursement to BAWPVA	\$0.50 = 1 point
Arrange a tax deductible donation to BAWPVA	\$1.00 = 1 point

Other Activities:

Other activities may be approved at the discretion of the BAWPVA Sport Director.

If event or activity takes place more than 100 highway miles (one way) from your home of record you may double points for activities marked with an *.

Exceptions to these policies must be approved by the BAWPVA Board of Directors.



BAWPVA SPORTS PROGRAM POINTS TIME SHEET

First Name: _____ Middle Initial: _____ Last Name: _____

Member Identification Number: _____ Month: _____ Year: _____

Date	Hours	Miles	# of Points Earned	Brief Description of Activity

***Use additional sheets if necessary.
Must be submitted to the chapter office by the 5th of each month.
Please provide TOTALS per program (hours, miles, \$ reimbursed & sports points) for current month.***

Member's Signature: _____ Date: _____

Sports Director's Signature: _____ Date: _____