

**Volunteer Commitments:**

1. Club members assigned to work a casino\_shift or a bingo are responsible to find a replacement if the member cannot work his or her shift(s).

**Competition and Travel policies:**

2. Travel Expense reimbursement: Any athlete requesting to travel to a meet must have the coach's approval prior to the travel.
3. Travel costs for meets where the athletes do not compete in Spartans' colours or where the Club would normally not compete (such as the Corporate Challenge meet or triathlons) are not eligible for reimbursement.
4. The Club will not reimburse an athlete who chooses to travel on their own instead of with the Club if the Club provides transportation and accommodation.
5. All athletes wanting to attend a meet where the Club does not provide transportation and accommodation must obtain the coach's approval of the budget prior to making travel arrangements. The coach will assess the request in accordance with the travel budget available to him or her for all athletes, and make a decision.
6. Funding cap for Masters athletes' national competitions: Each Masters athlete will have a total annual budget of \$1,500 available to fund reasonable expenses for CDN and US indoor and outdoor national competitions.
7. Chaperone policy: The coaches are encouraged to put forward their choice of chaperone when one is required. The board must grant approval of the coaches' recommendation and authorize the expenses associated with the chaperone's travel and accommodation prior to the event. The board will make a case-by-case decision as to who is the most appropriate person to act as a chaperone, choosing from the list of coaches' spouses, associate/senior female athletes, and parents. A certain amount of rotation is necessary so that all interested and qualified members get a chance if they agree to be a chaperone.
8. Transportation policy: The Club will compensate the drivers (Masters athletes or parents) recruited to drive mini vans with athletes to meets by offering to pay for their accommodation at the meet.

**Membership/Funding:**

9. Calgary Spartans applies Alberta Athletic Development Program (AADP) funding, when received from Athletics Alberta, to directly benefit the athlete for whom funding is received. AADP funds are first used to assist the Club with the substantial costs of sending these athletes to premiere national and international track and field events. Any remaining AADP funds can then be made available to the athlete for other purposes as outlined in the specific guidelines found on the Athletics Alberta website.
10. Athletes' assistance fund: The assistance is available to any athlete, regular or associate. Any board member or coach can bring forward a case for consideration. A committee consisting of the president, treasurer and registrar will review the request. The committee's recommendation will be brought to the board for approval.

11. Associate membership summer program: This program is an extension of the associate membership. It is only available for the months of April through August for a monthly fee of \$90 plus applicable AA fees (to secure insurance through Athletics Alberta). The commitment is on a month-to-month basis. The first monthly period can start on the first or the 15<sup>th</sup> of the month. The fees will be credited towards full membership fees if the athlete joins.

**Coaches:**

12. Coaches cannot enter athletes into competitions unless they are first registered with the Club.