

Region I Tournament Fee Reimbursement Policy

Travel teams that are required to participate in the Region I tournament as a direct result of winning the Virginia State Cup are eligible to apply for a partial reimbursement of team-related tournament expenses. Expenses eligible for reimbursement include the tournament fee, coach travel expenses, and travel expenses for players receiving ASA financial aid. Reimbursement for these expenses is conditional on the team's participation in a "give-back" program. The "give-back" program exists to foster an environment where players learn the value of service to the Club, as well as help partially defray the Club's cost to fund this tournament expense reimbursement policy.

Process

- ASA will cover costs up to \$1,500 for Region I tournament team registration fees, coaches' travel expenses, and travel expenses for players receiving ASA financial aid.
- Working with the requesting team's coach, the team manager will notify his/her team parents of the opportunity to seek reimbursement from ASA as well as the condition of participation in the "give-back" program. Once affirmed by the team's coach and parents the reimbursement request will be submitted to the Travel Committee.
- Requests should be for financial assistance to teams, not individuals. As such, any awarded funds will be deposited into the team's legacy account.
- Requests for assistance should be submitted no later than one month before the tournament. The tournament fee may be reimbursed prior to the tournament; travel expenses will be reimbursed after the tournament with appropriate documentation.
- Working with the appropriate Age Group Director, the Travel Committee will identify a younger age group team to receive the give back training session(s).
- Participation in the "give-back" program will be tracked and if the agreed upon "give-back" obligation is not fulfilled, ASA will request repayment of part or all of any reimbursement.

"Give-Back" Training Procedure

- The two age group head coaches develop a mutually agreed time, location, duration, frequency and content for the training session(s).
- The give-back should be scheduled in a timely fashion, taking into account both team's schedules, but must be completed before the beginning of the next State Cup cycle.
- Each coach is responsible for notifying his/her team manager of the training session(s) details. The manager in turn notifies the team's players and parents.
- The training session(s) will be run at the direction of the younger age level coach and supported by the upper age level coach.
- The upper age group players will participate in the lower age group practice with the simple goal to improve, achieve and enjoy.
- Older players will share knowledge, advice and encouragement by participating in team drills, skill work and scrimmages, where appropriate.

- Within a week of the training session, the upper age group coach will follow up with the Age Group Director to share best practices to improve future give-back planning. The Age Group Director will notify the Travel Committee when the give-back obligation has been fulfilled.