



**OKLAHOMA
SWIMMING**

GUIDELINES TO COACH EDUCATION FUNDING POLICY REVISIONS:

POLICY REVISION WILL INCLUDE THE ALLOWANCE FOR CLUB EDUCATION SEMINARS OR CONFERENCES WHICH PROMOTE THE DEVELOPMENT OF THE MISSION OF THE CLUB.

REIMBURSEMENT OF EXPENSED FUNDS UNDER THIS POLICY MUST BE PRESENTED FOR REVIEW AND APPROVAL TO THE OKS GENERAL CHAIR AND THE CURRENT OKS COACH REPRESENTATIVE PRIOR TO BEING DISPERSED BY THE OKS TREASURER.

**ALL NECESSARY INFORMATION FOR REIMBURSEMENT MUST ACCOMPANY THE OKS COACH EDUCATION APPLICATION FOR REIMBURSEMENT FORM.
NO APPLICATIONS WILL BE ACCEPTED FOR REIMBURSEMENT FUNDING PAST 40 DAYS FROM THE ORIGINAL DATE OF COACH / CLUB FUNDING EXPENDITURE. EACH FUNDING REQUEST MUST BE SUBMITTED USING SEPARATE FORMS.**

EDUCATION REIMBURSEMENT POLICY WILL BE CAPPED AT \$400.00 ANNUALLY PER CLUB. THERE IS NO PROVISION TO ACCUMULATE UNUSED FUNDS FROM ONE YEAR TO THE NEXT. FUNDING IS BASED ON A YEARLY APPLICATION FOR REIMBURSEMENT BEGINNING SEPTEMBER 1 –AUGUST 31.