

	Policies and Procedures	
Subject: Coach Education Reimbursement	Document Number: 315 Version Number: 01	Effective Date: September 13, 2024 Last Revision: September 11, 2024

1. Education Reimbursement is available for coaches attending workshops, clinics, or taking continuing educational courses:
 - 1.1. USA Swimming workshops and clinics
 - 1.2. USA Swimming University courses
 - 1.3. USOPC clinics
 - 1.4. USOPC courses
 - 1.5. ASCA clinics
 - 1.6. ASCA courses
 - 1.7. ISCA clinics
 - 1.8. ISCA courses
 - 1.9. Eastern States clinics
2. The funding program is available for events from January 1 – December 31 of each year.
 - 2.1. Total reimbursements are capped at \$1000 per year per club
 - 2.1.1. The maximum reimbursement is \$500 per year per coach or the maximum of submitted receipts
 - 2.2. Reimbursements are for attached coaches and are paid to the club, not the individual.
3. Receipts covering the amount being requested are required.
4. Reimbursement Request must be submitted within 30 days of the conclusion of the workshop/clinic/course using the online form at oks.org.

Change Log					
Version	Date	Description of Change / Sections	Author or Editor	Authority	Control Number
01	09-11-24	New Policy	J. Salcher	BOD	OKS-0017