

## APPENDIX 2-D

### YMCA REQUEST FOR APPROVED MEET (YMCA Club hosting as YMCA Club)

This form should be used if a YMCA Club is requesting an "Approval" from MS, Inc. and intends to host a **CLOSED (only YMCA teams)** YMCA Invitational, Clusters, State or Zone Meet. Dual, Tri, Quad YMCA meets are *not* eligible for Approval from USA Swimming. Requests should be submitted directly to MS Program Operations at least 30 days prior to the meet. Program Operations will authorize the request so long as all applicable rules are followed (see next page). The fee is \$250 payable with the request prior to the meet. Should your meet be Approved, the achieved times will be submitted to the USA SWIMS Database by the MS Office.

Please review the attached rules governing YMCA meets. Also, attach a copy of the Meet Announcement.

**Host YMCA:** (Name, address and Phone)

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**Name of Meet:** \_\_\_\_\_

**Dates of Meet:** \_\_\_\_\_

**YMCA Sanction # (if applicable):** \_\_\_\_\_

**Names of the minimum two USA certified officials you expect to work the meet:**

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**Describe the facility you will use for this meet:**

Name of facility: \_\_\_\_\_ City: \_\_\_\_\_

Length of pool: \_\_\_\_\_yards/meters      Number of lanes: \_\_\_\_\_

Depth: At start end: \_\_\_\_ feet \_\_\_\_ inches      At turn end: \_\_\_\_ feet \_\_\_\_ inches

**Contact information:**

Meet Director/Club Contact Person: \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Email: \_\_\_\_\_

**Print Name:** \_\_\_\_\_

## **7.0 TIME VERIFICATION PROCESS – APPROVED YMCA MEETS**

### **7.0.1**

Effective September 1, **2006**, the YMCA of the USA adopted the USA Swimming technical rules for the conduct of all of its swimming competitions. As a result, there are no longer any differences in the technical rules by which swimmers will be judged when participating in swimming competitions hosted by either USA Swimming or the YMCA. As a further result, YMCA swimming competitions (multi-team meets, large invitationals, and championship competitions) should be eligible to be treated as an “approved” meet as defined under Article 202.4 of our Rules and Regulations and there is no longer a need for “observed swims” with respect to YMCA swimming competitions.

### **7.0.2**

**The following is a list of the requirements for a swim meet hosted by a YMCA swimming club** to be considered an Approved Competition as defined under Article 202.4 of the USA Swimming Rules and Regulations. “Approved Competitions” are competitions conducted in accordance with certain USA Swimming technical rules and whose participants include both members and non-members of USA Swimming. Requests for approved meets should be submitted to the LSC Sanction Chairman of the LSC in which the meet will be conducted. \*\* YMCA clubs who are also USA Swimming clubs may host sanctioned competitions, but only in their capacity as a USA Swimming club and only if all competitors in the competition are members of USA Swimming. \*\*

**A.** Approvals can be issued to YMCA/USA Swimming member or non-member clubs for meets, conducted in accordance with USA Swimming technical rules, in which not all participants are members of USA Swimming.

**B.** Written application for approval shall be made not later than the period established by the LSC prior to the competition. The LSC may establish a fee for processing such applications. Application for approval shall be accompanied by a complete meet or event information and statement of the nature and value of prizes to be awarded. Payment of a fee or expenses to the assigned USA Swimming officials shall not be a requirement for the approval.

**C.** No competition shall be approved unless a sufficient number of USA Swimming officials, certified by the LSC at a minimum of stroke and turn level are present to observe and certify that the conduct of the competition and that all times achieved in such competition were in conformance with all applicable USA Swimming rules. In the case of a YMCA club applying for approval, a sufficient number of USA Swimming officials is deemed to be at least two who may also work as officials during the competition. The applicable USA Swimming rules to which the competition must conform include, but are not limited to, the following:

(1) All of Article 101 and, if applicable, Articles 105 (Disability) and 701 (Open Water).

(2) Article 102.2.2 & .3 which limit the number of events which may be entered during any day of the competition.

(3) Article 102.16.4A (1) & (2) regarding the requirements for official time/performance.

(4) 102.16B & C regarding the timing resolution.

(5) 102.16.5 regarding determination of official time.

(6) Articles 103.2.3 (minimum depth for racing starts, 103.3.1 (length of racing course), 103.4 (racing course walls, 103.12.1 & .2 (starting platforms), 103.14 (backstroke flags and lines) and, if applicable, Article 702 (Open Water).

Because the YMCA has adopted Part One of the USA Swimming Rule Book as its technical rules, there should normally not be an issue with conformance of the above listed articles.

**D.** At least one USA Swimming official must be permitted to be on the deck at both ends of the course where they, if not actually officiating, can properly observe stroke and turns.

**E.** An issued Approval is not transferable.

**F.** No further Approvals shall be given if the YMCA club has failed to satisfy expense obligations to athletes or to award prizes as stated on its entry blank or meet information until such obligations are satisfied or the prizes awarded.

**G.** No Approval will be granted if the words "Olympic", "World," "Nationals," "United States of America" or any derivative thereof is used in any manner in connection with the competition unless consent for such usage is obtained from USA Swimming.

**H.** The following clause must appear on all approval forms and on all forms upon which official approvals are granted: "In granting this approval it is understood and agreed that USA Swimming shall be free and held harmless from any liabilities or claims or damages arising by reason of injuries to anyone during the conduct of the event."

**I.** Complete results shall be submitted to the LSC within a period of time established by the LSC.

**J.** All approvals must be authorized by the designated representative of the LSC and record kept by the LSC.

**K.** An Approval may be withheld or withdrawn by the LSC if the competition was not conducted in accordance with the above requirements.

**L.** If an event is to be contested in more than one LSC's or country's jurisdiction, the application for approval shall be submitted to the LSC in which the event begins. The LSC granting the Approval shall notify the other LSC(s) and/or the governing body of the other country in which the event is being contested of the details of the event.

**M.** **YMCA clubs who are also registered as USA Swimming clubs should be aware that USA Swimming insurance may not provide coverage when hosting an approved competition or when attending an approved competition if not all competitors from the club are USA Swimming members.**

#### **7.1 Mutual Guidelines for YMCA Teams and USA Swimming Officers for SWIMS Database**

The following are criteria that must be met if a YMCA team wishes to have times for its athletes entered into SWIMS:

**A.** The meet must be run according to the guidelines of PART One, Technical Rules, USA Swimming Rules and Regulations.

**B.** The meet shall be "Approved" by the host LSC according to its by-laws or formal policies and in accordance with Article 202.4 Requirements for Approval in the USA Swimming Rules and Regulations.

**7.1.1** Upon completion of a swimming competition and within seven (7) days of the end of the meet, the Meet Manager Back-up File should be sent to the SWIMS Times Officer in the LSC. The LSC may also require that a back up file be sent to the LSC Registrar for review. The SWIMS officer will export a meet results file which will include the times for USA Swimming registered athletes for loading into SWIMS.

**7.1.2** Times loaded into SWIMS will show the athletes attached to the USA Swimming club name if that name is the same as the YMCA team name. If the name of the team is different, the times may show up as LSC UN.

**In accordance with USA-S rule 202.4.10, for Approved Meets, "In granting this approval it is understood and agreed that USA-S shall be free and held harmless from any liabilities or claims for damages arising by reason of injuries to anyone during the conduct of the event."**