

USA Triathlon Board of Director's Meeting  
Saturday - Sunday, November 1-2, 2008  
USOC – Presidents Room Colorado Springs, CO

Present:

Board of Directors:

Rob Kasper, President (via conference call)  
Brian Harrington, Vice President  
Celeste Callahan, Secretary  
Jeff Matlow, Treasurer  
Jim Donaldson  
Melissa Merson  
Mike Greer  
Eric Averill  
Joe Umphenour, Pro/Elite  
Andy Kelsey, Pro/Elite

Absent: Mark Fretta, Pro/Elite

Committee Chairs:

Mike Plumb, Duathlon Committee Chair  
Candy Cheatham, Regional President Committee Chair

Staff:

Skip Gilbert, Executive Director  
Sharon Carns, Executive Coordinator  
Kathy Matejka, Event Services Director  
Gordon Weldon, Operations Director  
Jeff Dyrek, National Events Director  
Tim Yount, VP of Marketing and Communications  
Scott Schnitzspahn, Sport Performance Director  
Rachel Roebke, Intern

**Note:** Information may be reported according to topic and not in chronological order.

**Note:** Rob Kasper, President joined the meeting via teleconference for portions of the meeting.

**Presiding:** Brian Harrington, Vice President

**Call to order** 2:00 pm

**Saturday, November 1**

## **CEO Opening Remarks**

In thanking the Board for its support, Skip Gilbert passed out a Travel Guideline for review.

USAT University and its appearance online/webinar were discussed.

The need for a Federation diversity plan was addressed.

## **Treasurer's Report**

Prepared by: Jeff Matlow, Treasurer

### **Overview**

The US economy in Q3/Q4 2008 has seen dramatic downturn. The collapse in the market has had an effect on most organizations and USAT is no different. In the past four months the value of our investment portfolio (the "rainy day fund") has decreased by approximately 20%, from \$2MM to \$1.6MM. And though that is not the direction we want our investments to go, we also recognize that we are in a very good cash position and have no pending issues that may require us to liquidate our rainy day fund.

In mid-October we had approximately \$2MM in cash at our Wells Fargo account, separate from our rainy day fund. Because this is not an interest-bearing account, and because only \$250k is FDIC insured, we recently decided to reallocate a large portion of those funds.

USAT requires \$300k-\$350k in cash reserves to maintain at least 3-6 months of operations. With that understanding, the Investment Committee, in conjunction with our financial advisor at Smith Barney, decided to keep \$400k in the Wells Fargo account for operational needs. The remaining \$1.6MM was reallocated to our rainy day fund so that USAT can:

1. insure the money beyond the standard FDIC coverage at Wells Fargo
2. get a return on our cash, and,
3. capitalize on the investment opportunities in the down market

We understand that various factors in the marketplace can cause a downturn in USAT membership revenue in the coming years. Because of this, we want to make sure that we maintain maximum funds in our liquid accounts to cover any unexpected needs in 2009.

Pursuant to the USAT Investment objectives as well as the concepts laid out above, USAT has reallocated the \$1.6MM in the following ways

- Certificates of Deposit: \$500k
  - 6-month: \$125k
  - 12-month: \$125k
  - 18-month: \$125k
  - 24-month: \$125k
- Equity investment: \$800k
- Fixed Income investment: \$300k

The reallocation occurred on Monday, October 23, 2008.

**Assessment**

USAT is in a very strong cash position enabling us to address any unforeseeable business needs.

**Approval of Minutes**

Jim Donaldson motioned to approve the September 18 and October 6, 2008 minutes as corrected.

**Motion passed**

**USAT Foundation**

Skip Gilbert introduced the concept of a USAT Foundation, a concept to be presented at the January conference.

**Recessed: 4:15 pm**

**Reconvened: 4:30 pm**

**Resolutions**

**Resolution for Board Action**

**Amended**

**November 2, 2008**

**Subject: Increase the adult event sanction fee to \$200 for non-USAT Certified Race Directors.**

**Increase the youth and camp/clinic sanction fee to \$50 for non-USAT Certified Race Directors.**

**Background:** Currently, sanction fees are set at \$150 for an adult event and \$25 for youth events and camps/clinics for all race directors. In 2005, the sanction fees were \$250 for an adult event and \$75 for youth events and camps/clinics for all race directors. The fees were restructured to their current level in 2006 as the sanction rebate program was discontinued.

**Financial Impact:** In 2008, it is estimated that 1,800 sanction applications will be submitted, 1,250 of which will be on adult applications. Estimating that 450 of those applications were from USAT Certified Race Directors, USAT would earn \$40,000 more in revenue if non- USAT Certified Race Directors paid \$200 instead of \$150.

The total number of sanction applications received for youth events and camp/clinics will be around 550 in 2008. Estimating that 100 of those applications were from USAT Certified Race Directors, USAT would earn \$11,250 more in revenue if non-USAT Certified Race Directors paid \$50 instead of \$25.

Total revenue increase in 2008 = \$51,250.

## **Relevant and Affected Bylaws, Rules, and Procedures**

### **Bylaws**

N/A

### **Rules**

N/A

### **Procedures**

Two procedures to support the resolution will be created as follows:

1. USAT Certified Coaches who sanction a camp or clinic will have access to an educational sanction compliance credential so they may attain the \$25 per camp/clinic fee.
2. A youth and camp/clinic sanction grant program will be created to provide budgetary relief from the higher fee for programs in need.

**Whereas** USA Triathlon should support the race directors that have supported the federation by becoming certified;

**Whereas** the development of a more robust technology solution for the online sanction system will allow for tiered sanction fees;

**Now therefore be it resolved** that the sanction fee for an adult event be raised to \$200 and the sanction fee for youth events and camp/clinics be raised to \$50 for all non-USAT Certified Race Directors. USAT Certified Race Directors and Coaches will continue to pay \$150 for adult events and \$25 for youth events and camp/clinics.

**Submitted by: Jim Donaldson, USAT Board**

Concern was expressed regarding grants for programs in need of help.

Resolution reflects friendly amendments to add two procedures.

Melissa Merson motioned, Eric Averill seconded to accept the above resolution with friendly amendments.

**Motion passed.**

**Note:** Above resolution was discussed on November 1 and was presented (amended) on November 2, 2008.

**Subject:** Athletes Advisory Council (AAC) Composition

**Issue:** Whether the Athlete Advisory Council should include the Athlete Directors and be reduced by one position.

**Background:** USA Triathlon has two distinct groups of elite athlete representatives who provide a voice and a vote for the broader elite athlete constituency – the five members of the Athlete Advisory Council (“AAC”) and the three Athlete Directors on the Board of Directors (“Directors”). The AAC is a standing committee per the USAT Bylaws. The Directors fulfill the 20% athlete representation requirement on the 11-member USAT Board of Directors legislated in the Ted Stevens Amateur Athletic Act.

The AAC appoints athlete representatives to USAT committees, and provides recommendations to the USAT Board regarding elite athlete policies (see below). The Board, including the Athlete Directors, ultimately approves, rejects, or modifies the recommendations. All members of the Elite Pool are eligible to serve on the AAC. Candidates for Director must meet eligibility requirements that demonstrate experience in World Championship, Olympic, or other Operation Gold-level competition (see qualifications below). The eligibility requirement exists to ensure that Directors have a minimum understanding of the challenges at the highest level of competition before passing judgment on policy directed at maximizing results of U.S. Athletes.

In practice, Directors are also AAC members. Directors participate in all AAC e-mail discussions, and conference calls. Directors give opinions on policy recommendations before being submitted to the Board. One thing Directors cannot do with the AAC is vote as AAC members. This AAC Composition Resolution would make Directors AAC members *in fact*, and give them a vote in the initial policy-recommendation process. This would ensure that AAC appointments and policy recommendations were executed with a minimum understanding of the challenges at the highest level of competition.

Combining the Directors with the AAC creates an eight (8)-member committee. This resolution would reduce the AAC committee from eight (8) to seven (7) to keep the committee odd-numbered in order to avoid tie votes and facilitate final rulings. The final Athlete Advisory Council would be comprised of three (3) Directors and four (4) elite athletes. Note that “elite athlete” includes athletes who may also meet the criteria to serve as Directors, so the committee may be comprised entirely of athletes meeting the Director eligibility criteria.

**Financial Impact:** None.

**Relevant & Affected By-Laws and Procedures:**

Bylaw Article X1, Section 2, (e):

*The Athletes' Advisory Council shall consist of five (5) members, each of whom shall be selected by and each of whom shall be a member of the Elite Pool (as defined in Article VI, Section 2 above). For the year 1997, the members of the Athletes' Advisory Council shall be the persons serving on the Board of Directors*

*of the United States Professional Triathlete and Duathlete Commission immediately prior to the dissolution of the United States Professional Triathlete and Duathlete Commission.*

**Whereas,** USA Triathlon has two distinct groups of elite athletes who provide a voice and a vote for the broader elite athlete constituency – the Athletes Advisory Council, which appoints athlete representatives to USAT committees and provides recommendations, and the Athlete Directors, who vote and serve on the Board of Directors;

**Whereas,** including Athlete Directors on the AAC ensures that the committee has a minimum understanding of the challenges at the highest level of competition before passing judgment on policy directed at maximizing results of U.S. Athletes;

**Whereas,** reducing the number of committee members on the AAC to seven (7) will keep the committee odd-numbered in order to avoid tie votes and facilitate final rulings;

**Now therefore be it resolved** that Bylaw Article X1, Section 2, (e) be changed to the following:

*The Athletes' Advisory Council shall consist of seven (7) members. The three (3) Athlete Directors shall automatically serve as members of the AAC. The remaining four (4) AAC members shall be selected by and each of whom shall be a member of the Elite Pool (as defined in Article VI, Section 2 above).*

This change will take effect January 1, 2009.

Submitted by:  
Ryan Bickerstaff, Athlete Advisory Council Member  
Joe Umphenour, Board Member

## **1. AAC Duties**

### **a) AAC Scope of Recommendations:**

Bylaw Article XI, Section 4, (c):

*The Athletes' Advisory Council shall make recommendations to the Board of Directors on issues related to the needs and concerns of the elite athlete members of USA Triathlon including but not limited to:*

- (1) the selection of elite athlete races;*
- (2) the determination of qualification procedures for the selection of members to USA Triathlon's Elite National Team;*
- (3) the establishment and maintenance of elite rankings for USA Triathlon;*
- (4) the adoption, amendment and enforcement of rules relating to competitions in which elite athletes compete; and*
- (5) the procedure for the appointment or election of elite athletes to the United States Olympic Committee's Athlete Advisory Council.*

Bylaw Article XI, Section 2:

USA Triathlon shall create a class of membership known as an elite athlete membership with criteria to be established by the AAC and approved by the Board of Directors.

**b) AAC Appointments:**

Bylaw Article IX, Section 2:

*The Executive Committee shall consist of the regularly elected officers of USA Triathlon then in office and an Athlete Director (as designated in Article VII, Section 4.a.4. above). The Athletes' Advisory Council, as created in Article XI, Section 2 below, shall appoint the Athlete Director member of the Executive Committee. The Executive Director shall be an ex-officio member of the Executive Committee*

Bylaw Article XI, Section 2, (f):

*Subject to the provisions of sub-paragraph (d) above of this Section 2, any USA Triathlon committee that prepares, approves or implements programs regarding (i) the expenditure of funds allocated to USA Triathlon by the United States Olympic Committee; or (ii) the selection of international, Olympic and Pan American Games Team members, including athletes, coaches, administrators and support staff, shall have not less than twenty (20) percent of its membership and voting power held by athletes actively engaged in amateur athlete competition in the sports of triathlon. All appointments to any such committee, of an athlete actively engaged in amateur athletic competition in the sports of triathlon, shall be made by the Athletes' Advisory Council. Athletes "actively engaged in amateur athletic competition" shall mean those persons who are members of the Elite Pool (as defined in Article VI, Section 2 above).*

**2) Athlete Director Eligibility Criteria**

**a. Athlete Directors must meet the criteria outlined in USOC Bylaws Section 8.8.2. In summary:**

*An athlete must have "represented the United States in the Olympic, Pan American or Paralympic Games, World Championships, or an event designated as an Operation Gold event within the ten (10) years preceding election."*

*Alternatively, an athlete may qualify by finishing in the top half of a USAT Elite National Championship in the past twenty-four (24) months.*

*At least two (2) of the three (3) Athlete Directors must meet these criteria in the Olympic format. At most one (1) Athlete Director can meet these criteria through another discipline recognized by the International Triathlon Union.*

**The AAC Composition resolution will affect bylaw Article XI, Section 2, (e), therefore; as mandated by USAT bylaws any such resolution to amend the bylaws by vote of the Board of Directors shall be posted on the USA Triathlon website with a prominent link from the home page for a period of not less than 30 days prior to being voted upon.**

**Resolution will be presented on the December 08 BOD Teleconference call.**

**Note: Above** resolution was discussed on November 1 and was presented (amended) on November 2, 2008.

Resolution for Board Action

October 22, 2008

**Subject: 2008 Athlete BOD Member Election**

**Background:**

In 2004, prior to inception of the current set of bylaws, interpretation of USOC guidelines resulted in election of 3 athlete members to the Board of Directors every two years to serve two year terms. Subsequent changes to USAT bylaws voted in by membership in 2004 now require elections to be staggered, taking place every year. No phase-in provisions were incorporated in this change, therefore the Board of Directors needs to act in order to provide for an orderly transition.

**Financial Impact:**

Minimal. Athlete elections will now be held every year rather than every two.

**Relevant and Affected Bylaws, Rules, and Procedures**

**Bylaws**

Article VII, Section 4 (b) Athlete Directors. Three (3) directors shall be Athlete Directors, who shall be members of and who shall be nominated and elected exclusively by the members of the Elite Pool (as defined by Article VI, Section 2 above).

- (1) In the event these Bylaws are subsequently amended to alter the number of members of federation's Board of Directors, the number of Athlete Directors shall always be equal to or greater than twenty-five percent (25%) of the total number of members of the Board.
- (2) Each of the Athlete Directors shall be an annual member in good standing of the Elite Pool. At the time of nomination and election, each shall be a citizen of the United States of America.
- (3) In the event of a vacancy in an Athlete Director seat, the Elite Pool shall select a replacement. The replacement shall meet all of the standards of Article VII, Section 4(b) (3) above.

Article VII, Section 4 (d) Terms and Term Limits.

- (1) Terms of Office. All Directors shall serve two-year terms commencing on January 1 of year following their election and ending on the second December 31 thereafter. ... Of the three (3) Athlete Directors one (1) shall be elected in the odd-numbered years and two (2) in the even-numbered years.

Article XXI, Section 7 (b) Nomination of Athlete Directors. The entire election process for Athlete Directors shall be subject to rules established by the Elite Pool.

N/A

### **Rules**

N/A

### **Procedures**

This will be a onetime election procedure for 2008. Future athlete election procedures will be in full compliance with the bylaws of USA Triathlon.

**Whereas**, no transition procedure to staggered athlete BOD terms is provided for in USA Triathlon's bylaws,

**Now therefore be it resolved** That for 2008 there will be an election for 3 athlete members to serve on the board of directors of USA Triathlon. The two athletes receiving the highest number of votes will serve 2 year terms, with the next highest vote-getter serving a one year term. Beginning in 2009, one shall be elected in odd numbered years, and two in even numbered years in compliance with USA Triathlon's bylaws.

**Submitted by: Andy Kelsey**

Andy Kelsey motioned, Mike Greer seconded to accept the 2008 Athlete BOD Member Election resolution.

**Motion passed**

### **Discussion Items**

#### Committee Goals

The Board was asked to review a draft of the 2009 Draft Committee Guide. At some point in the future the Board will be asked to approve this Guide so that committee chairs can define 2009 goals.

The Board discussed several inactive committees; Emerging Sports, National Coaching Ethics, and National Coaching. Rob Kasper suggested that discussion of these committees be revisited in the January 09 meeting as this is the time of year that the Board ratifies and populates or disbands USAT committees.

Once the committees are populated in January the chairs will be asked to set 2009 goals.

**Action item:** The Sport Performance Business Unit will craft a plan to find interested coaches to populate the National Coaching Committee prior to January 2009. In addition, a survey will be sent to solicit the needs of the coaching constituency.

## **Qualifying Criteria**

### **2009 Duathlon Nationals: Single Event Qualifier for Team USA**

#### **Advantages:**

1. Adds more prestige to the National Championships, currently with a multi qualifying system, there is not a need to go to Nationals if all someone wants to do is go to Worlds. They can just qualify at a race closer to home and avoid going to the National Championships.
2. Increases the number of participants at the National Championships. Since anyone that wants to qualify for Team USA has to go to Nationals, the number of entrants at Nationals should increase. As the numbers for Nationals increases, the ability to sell this event to future host cities is easier allowing for possible better locations and more favorable race dates.
3. Part of the reason for going to a multiple qualifier system was to help grow the sport of Duathlon. While the individual races (qualifiers) saw growth, the sport as a whole has been stagnant. Possibly it is time to try something different to hopefully see growth. With a single qualifier (Nationals), athletes will still need to compete in additional races as part of their preparation for Nationals and Worlds and this could be used as a requirement for gaining admittance into Nationals or Team USA in the future.

#### **Disadvantages:**

1. Places a greater burden on the athletes and travel budgets in a time when travel is becoming very expensive. With multiple qualifiers most people can at least drive to a qualifier that is closer. This of course will vary from one individual to another. Myself for example, it was cheaper for me to travel to the two nearest regional qualifiers this past year combined compared to travel just to Nationals alone.
2. Qualifying for Team USA becomes an all or nothing proposition with a single qualifier. A mechanical issue, bad day, etc can be the difference between making the team and not making the team with no further chance to still qualify.

#### **Problems as they Relate to Richmond 2009:**

1. Event date is too early in the year for a significant number of athletes. Athletes in the northern half of the country are at a distinct disadvantage with an early date. While it is expected that athletes should be able to show up and race whatever conditions are present on race day, we are not doing the athletes justice and possibly even hindering the growth of the sport by placing Nationals so early in the year. Someone for example in Minnesota may just look at the date and see that they could possibly not even be able to get any meaningful training done outside before the Nationals race date and decide not to even consider Duathlon this particular year. Bad race date selection is actually causing a lack of growth in the sport.
2. The idea of making it a requirement to do another event to qualify for Nationals is impossible for many because of the early date.

3. The race course itself has major problems. This course (Richmond) hosted the ITU World Championships in 2007 and then USAT Nationals in 2008. Both times post race we have heard the same complaints about the course, not swept clean, too many laps led to too much congestion on the bike course. While Jeff says these are simple fixes, they remain unfixed. Poor course management is then causing a decline in numbers. I have heard from many athletes that regardless of how this issue turns out with regard to qualifying status, they will not return to compete at Richmond because of the course conditions the past two years and the fact that USAT has not done anything to remedy this situation. These issues are magnified even more if we go to a single qualifier. We are presenting the athletes with a dangerous course and then telling them that competing on this course is the only way to qualify for Team USA.
4. So far the other ideas that have been presented regarding using other means to add athletes to Team USA are not acceptable. At this late stage the rankings can not be used since we have not given enough notice to the athletes that this is a possibility. This would have to be communicated at least a year in advance so that athletes would be aware of this possibility and set their race schedule accordingly. Presently most athletes do not have enough faith in the actual validity of the rankings. In addition to that, it is the people that are typically at the top of each age group that are going to show up at Nationals regardless so this alternative just puts a band aide on a place where a problem does not exist. It is the people that typically finish in the 10<sup>th</sup> thru 20<sup>th</sup> place and make up the bottom half of Team USA that need the alternatives, not the top half.

#### **Recommendations of the Duathlon Commission:**

1. While a majority of the Duathlon Commission are willing to accept the single qualifying status, it is not without certain provisions. The roadblock to this remains the course in Richmond. On two occasions we have presented a course that has not instilled much faith in our athletes. This remains the single biggest roadblock to gaining acceptance of this move.
2. We would recommend that for 2009 that we use one or two additional qualifiers in addition to Nationals. It could be split with the majority of the Team USA slots being awarded at Nationals. An ideal situation would be to have a qualifier in the west before Nationals (Desert Classic in Phoenix or The OC International Duathlon in Orange County) and then a second regional qualifier someplace else after Nationals in May or early June. Each of these two regional qualifiers could have 3 slots per age group and then we could award 10 – 12 slots per age group at Nationals. We believe there should be a limit to the number of regional qualifiers so that there is still an importance attached to Nationals since the majority of the slots will be awarded there.
3. For Richmond we need to gain the trust of the athletes back. We need to show that we are listening and fix the very apparent problems. Clean the roads before the race and figure out a course that is not 4 x 10km loops for the bike. Show the athletes that Richmond is worthy and that USAT can put on a first class event, then in 2010, which is an option year for the Richmond location, we can announce right after this years event that for 2010 Nationals will be the sole qualifier, right when it is fresh in everyone's mind that the necessary changes were made to accommodate their needs.

Presented by Mike Plumb, Chair of the Duathlon Commission.

Brian Harrington motioned, Celeste Callahan seconded to adopt paragraph #2 under Recommendations of the Duathlon Commission. Brian Harrington clarified that this is for 2009 only and allows up to two additional qualifiers.

**Motion passed.**

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Scott Schnitzspahn provided an overview of the USA Triathlon Project 2012 Qualification Criteria, Resident Program Criteria, USA Triathlon National Team Qualification Criteria, USA Triathlon Project 2016 Qualification Criteria, and Coaching Stipend.

## ***USA Triathlon Project 2012 Qualification Criteria***

### ***2009-2012***

#### **Introduction**

The primary objective of USA Triathlon's Project 2012 development program is to provide an administrative, performance, and financial support structure to assist athletes in their development towards podium performances on the international stage, qualification for the Elite National Team and ultimately the 2012 Olympic Team. The main focus of the Project 2012 development program is achieving international success in events such as the ITU World Championships, PanAm Championships, and World Cup events.

#### **Application Process**

Athletes that meet the Project 2012 development program eligibility criteria must request, complete and submit an application to the USA Triathlon Sport Performance unit. Submitted applications will be processed in the order in which they are received and athletes accepted to the Project 2012 development program will be issued a contract to sign.

The purpose of the application process is for eligible athletes (in cooperation with their coaches) to submit an annual training and competition plan that outlines specific performance goals, key competitions, performance limiters, training emphasis periods, and performance support needs (e.g., performance services, facility and equipment needs, etc.). The plan then serves as a tool between USA triathlon's Sport Performance staff and Project 2012 development athletes to foster greater cooperation, communication, performance monitoring, feedback, accountability, and financial support.

Please contact Athlete Development Manager Justin Trolle for an application at [justin@usatriathlon.org](mailto:justin@usatriathlon.org).

#### **Evaluation Dates**

Project 2012 development program athletes will be evaluated every six months for eligibility and continuance in the program. For the June 30 evaluation, current Project 2012 development program members must be making satisfactory progress towards maintaining their Project 2012 development program status or achieving Elite National Team status for the next year including meeting the race requirement as outlined in Contract Summary #6 below.

Evaluation dates for the Project 2012 Development program are November 30 and June 30.

### **Eligibility Criteria**

In addition to being eligible to race for the United States at the time of qualification, an athlete must meet at least one of the following criteria in order to qualify for the specified funding level. Eligibility and support priority for the Project 2012 program lies in the following order:

1. Top 12 finish at an ITU Elite World Championships event in the current season.
2. Top 3 finish at the most recent U23 World Championships
3. Top 3 finish at the most recent Pan American Championships
4. For 2008- Two events resulting in either a top 15 World Cup finish or top 3 Continental Cup finish. (Must include 1 World Cup top 15 finish).  
For 2009-2012- To be announced pending announcement of ITU schedule and format for each year.
5. Invitation of the Athlete Development Manger. Contract benefits provided to these athletes may differ from benefits provided to athletes who qualify through criteria one through four. Also included within this category are athletes who have been granted Project 2012 Development program status through the Injury, Illness and Pregnancy provision.

### **2009 Contract Summary**

1. Each contracted athlete not living at an Olympic Training Center will receive a \$400 monthly living stipend. Project 2012 Development program athletes living at an Olympic Training center under the Long Term On-Campus Resident Program will not receive a monthly living stipend. Living stipends will be paid 6 months at a time in advance in January and July.
2. All travel expenses to selected World Cup and World Championship team events will be covered by USA Triathlon for those athletes traveling with the team. Please see World Cup and World Championship Qualification Criteria.
3. Additional financial support may be provided to Project 2012 Development program members based on their own yearly development plans, the level of funding support for each event outlined on an athletes development plan will be decided upon and approved by the Athlete Development Manager. (Athletes should be aware that funding my not be equally distributed between all athletes with in the Project 2012 Development program and is at the discretion of the Athlete Development Manager.)
4. The designated coach of each Project 2012 Development program athlete will receive financial support plus performance bonuses provided the coach meets all requirements. Please see the Coaching Stipend document.

5. Each athlete will receive access to facilities and support services at the United States Olympic Training Center(s) and USAT Performance and Training Centers. Please see the Resident Program Criteria.
6. All athletes within the Project 2012 Development program must race the Elite USA National Championships unless they are prevented by illness or injury. In addition to the US Elite Nationals Project 2012 Development program athletes are required to race the events outlined on their approved development plan. The USAT Athlete Development Manager should be notified of any changes to the planned racing schedule as soon as possible.

### **Injury, Illness, and Pregnancy Provision**

In the event an Project 2012 Development program athlete suffers a long term injury, illness, or becomes pregnant during the eligibility period and, for strictly health-related reasons, has not met the eligibility criteria as outlined on Page 2 of this document, he or she may make written application to the Athlete Development Manager to maintain full Project 2012 Development program support during the rehabilitation period. The athlete will be considered for this provision subject to the following conditions:

1. A long term injury or illness is considered to be a condition which prevents the athlete from being able to train and/or compete for 8 or more weeks depending on when the condition occurs during the athlete's competition calendar.
2. The athlete has fulfilled all reasonable training and rehabilitation requirements and, despite making every reasonable effort to achieve the applicable Project 2012 Development program selection criteria during the year in which the injury, illness or pregnancy occurs, fails to achieve the selection criteria for reasons strictly related to the injury, illness, or pregnancy.
3. The athlete (and/or athlete's coach) will provide a complete, documented medical description of the injury, illness, or pregnancy to the Athlete Development Manager. The medical report must be signed by the attending physician(s) and must include the nature of the medical condition, time of injury/illness (if applicable), anticipated rehabilitation time, and estimated return to full and uninterrupted training. The athlete's submission will also include a record of achievement that details current and previous season's competition results, national and international rankings, USA Project 2012 Development program status, as well as his/her rationale for applying for an injury, illness, or pregnancy provision.
4. The athlete, athlete's coach, and medical service providers (if available) will meet directly with the Athlete Development Manager (and designated staff) to create and implement a reasonable rehabilitation, training, and return to competition plan. The plan will contain specific rehabilitation and training performance benchmarks and evaluation periods to ensure measured, objective progress. The athlete's coach, based on his or her technical judgment and that of the qualified, attending physician(s), will indicate in writing to the Athlete Development Manager that the athlete has met the rehabilitation plan objectives and that the athlete is deemed "race ready" to achieve at least the minimum standard required during the upcoming year.
5. The athlete continues to demonstrate his or her long-term commitment to the Project 2012 Development program and objectives, as well as his or her intention to pursue full high-performance training and competition throughout the current period for which he or she wishes to be named to the Project 2012 Development program despite not having met the selection criteria.
6. Athletes who are granted Project 2012 Development program support under the injury, illness, or pregnancy clause shall retain the Project 2012 Development program level of support that they were

receiving prior to the rehabilitation period. Athletes will not be named to the Project 2012 Development program for more than 24 consecutive months under the Injury, Illness, and Pregnancy Provision.

6. In the event the Athlete Development Manager denies the athlete's request for such an exemption the athlete has the right to file an appeal under USA Triathlon's appeal procedures.

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## Resident Program 2009-2012

### **Introduction**

USA Triathlon's OTC Resident Program is an elite performance-based program that provides selected athletes a focused training environment at the United States Olympic Training Centers (OTC) in Colorado Springs, Colorado or Chula Vista, California. The primary purpose of the program is to provide a professional, supportive atmosphere to assist athletes in achieving optimal results at the highest levels of international triathlon competition (Olympic distance, drafting format) under the guidelines established by the International Triathlon Union (ITU). Ultimately, the program is designed to help produce present and future US Olympians. There are two components to this program, and applications for both must be submitted by November of each calendar year with re-evaluations done by mid-year.

### **Long Term Resident Program**

This Program is performance-based and thus the selection criteria uses very specific elite performance measures, consistent with current international triathlon competitive standards. The Long Term Resident Program provides 'on-campus' and 'off-campus' living options for qualified athletes training at the OTC's. An evaluation of each athlete will be performed mid-way through the year by June 30, to determine continuance in the program along with space availability. An athlete must have completed at least one short term program stay prior to submitting a request for the Long Term Resident Program. Also, new to this program is a requirement that athletes have achieved, or be in the process of obtaining, a post secondary degree/diploma as it is USA Triathlon's aim to help develop the "whole athlete."

### **Short Term Program**

This program has 3 main priorities:

1. Development camps aimed at junior, U23, and emerging elite athletes to develop the skills, fitness, and experiences necessary to achieve domestic and international competitive success in Olympic format racing.
2. Provide opportunities for National Team athletes who live away from the OTCs to attend individual or pre-scheduled USA Triathlon training/testing camps that would aid in their preparations.
3. Camps and mentorship opportunities for USA Triathlon's elite coaches.

Short-term options allow athletes and coaches to stay for selected periods of time (typically from 5 to 90 days), depending on the specific needs of each individual. These short term options cannot be extended

past 90 days, however they can apply for other short term, non-consecutive stays within the same year. Selection to the Short Term Program is more flexible in terms of its selection and entry requirements, and evaluations are made based on a mixture of both training and competitive benchmarks.

Performance services, coaching support and training opportunities are coordinated in conjunction with the athlete's personal coach through USAT Sport Performance staff.

## Program Eligibility Criteria

Athletes must meet **at least one** of the following criteria in priority order to be eligible **to apply** for a specific program. Application is no guarantee of acceptance due to the limited resources of a particular OTC. Athletes may be removed at any time due to misconduct or reduced capacity at the OTCs.

<b>PROGRAM</b>	<b>SUPPORT DETAILS</b>	<b>ELIGIBILITY CRITERIA</b>
<p><b>LONG TERM PROGRAM (LT)</b>  <i>Long term opportunities are available with on-campus and off-campus housing options.</i></p> <p><i>*Athlete must have an undergraduate degree/diploma or be in the process of attaining one, and maintain a 2.0 GPA.</i></p>	<ol style="list-style-type: none"> <li>1. USOC Housing and Meals</li> <li>2. USOC Training Facilities</li> <li>3. USOC Sports Medicine and Sport Science Services</li> <li>4. Individualized training and competition planning support.</li> <li>5. Personal coaching by USA Triathlon Resident Coaching Staff if requested.</li> <li>6. Performance product support.</li> </ol>	<ol style="list-style-type: none"> <li>1. A member of USA Triathlon's Elite National Team.</li> <li>2. A member of USA Triathlon's Project 2012 program (provided athlete has previously completed a ST program).</li> <li>3. Invitation by USA Triathlon Sport Performance unit.</li> </ol>
<p><b>SHORT TERM PROGRAM (ST)</b>  <i>Includes only Short Term (ST) Program opportunities from 1 to 90 days as determined by the athlete, the athlete's coach, and the Resident Coaching Staff. Short term opportunities are available with on-campus and off-campus housing options.</i></p>	<ol style="list-style-type: none"> <li>1. Training options of up to 90 days at USOC Olympic Training Center facilities. Extensions will not be allowed. Athletes can apply for future stays in same year.</li> <li>2. USOC Housing and Meals</li> <li>3. USOC Training Facilities</li> <li>4. USOC Performance Services.</li> <li>5. Individualized training and competition planning support.</li> <li>6. Personal coaching or consulting with athlete and their personal coach by USA Triathlon Resident Coaching Staff.</li> </ol>	<ol style="list-style-type: none"> <li>1. Meet Criteria #1 or #2 of LT Program.</li> <li>2. A member of USA Triathlon's Project 2016 program.</li> <li>3. Sport Performance approved camps and/or clinics for coach(es) and/or athlete(s)</li> <li>4. Invitation by USA Triathlon Sport Performance unit. Time standards in table below will be used as a guide for coaching staff to select eligible applicants.</li> </ol>

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**SHORT TERM PROGRAM (ST)**  
*USA Triathlon Time Standards guide*

	Swim Times			Run Times			
	400m LC	500yd	1500m LC	1650yd	3km	5km	10km
Men	4:45	5:18	18:23	18:01	9:15	16:05	33:05
Women	5:05	5:40	19:28	19:05	10:25	17:50	37:05

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**Application Process**

All applicants must:

1. Note which program (Long or Short Term) the application is for along with which eligibility criteria met.
2. Provide official results (with split times) of the applicant's best 5 races of the past season (at least 3 results must come from ITU format races). Include any current season results for Short Term applications.
3. Supply a reference for consultation on any matters pertaining to the applicant's performance. This person should preferably be a certified USAT coach or a certified swim or run coach.
4. Submit a basic racing and training outline for the season.
5. If applying for LT program, supply post secondary school information.

Applications for **both** Resident Programs must be submitted by **November 22**. Long Term Resident Program acceptance will be communicated by **December 1**. Short Term Program acceptance will be dependent on OTC Operations timelines.

Applications for the Short Term Resident Program may be submitted after this date, but acceptance may be more limited.

Send Long Term and Short Term applications to the respective USA Triathlon staff below. If you wish to fax an application, please fax it to the USA Triathlon Office with the proper addressee below and topic highlighted:

- Elite National Team athletes: National Team Program Manager Katie Baker ([katie@usatriathlon.org](mailto:katie@usatriathlon.org))
- Project 2012 & Project 2016 and other non-National Team and non-Junior athletes: Athlete Development Manager Justin Trolle ([justin@usatriathlon.org](mailto:justin@usatriathlon.org))
- Junior (19 years old and under) athletes: Junior National Coach Andy Schmitz ([andy@usatriathlon.org](mailto:andy@usatriathlon.org))

USA Triathlon Office  
USA Triathlon  
1365 Garden of the Gods  
Suite 250,

## *USA Triathlon National Team Qualification Criteria*

### *2009-2012*

#### **Introduction**

The primary objective of USA Triathlon's National Teams Program (NTP) is to provide an administrative, performance, and financial support structure to assist athletes in achieving optimal results for themselves and Team USA at the Olympic Games, Pan American Games, and ITU World Championships. In order for athletes to excel at these major events, it is essential that they have extensive international competitive experience and exposure to top level ITU World Cup racing with medal winning results. The USA Triathlon National Team is composed of those athletes with proven performance capability at World Cups, World Championships, and Olympic Games.

#### **Team Size**

The USA Triathlon Elite National Team will be limited to six male and six female athletes. If there are open slots available of one gender, and more than six qualified athletes of the other gender, USAT reserves the right to fill the open slot(s) with a qualified athlete of the opposite gender. However, those athletes of lowest priority who were added under the opposite gender quota will be removed from the National Team upon later qualification of an athlete of the gender that has initially less than six athletes.

#### **Application Process**

Athletes that meet the National Team eligibility criteria must request, complete and submit a National Team application to the USA Triathlon Sport Performance unit. Submitted applications will be processed in the order in which they are received and athletes accepted to the USAT National Teams Program will be issued a contract to sign.

The purpose of the application process is for eligible athletes (in cooperation with their coaches) to submit an annual training and competition plan that outlines specific performance goals, key competitions, performance limiters, training emphasis periods, and performance support needs (e.g., sport science and medical services, facility and equipment needs, etc.). The plan then serves as a tool with the Elite National Team sport performance staff to foster greater cooperation, communication, performance monitoring, feedback, accountability, and financial support.

#### **Evaluation Dates**

National Team athletes will be evaluated every six months for eligibility. Changes and/or additions to the teams will only be made on these dates. However, in the event that vacant slots are available on a particular team, an athlete who meets the criteria between the evaluation dates may be placed on a respective team and evaluated again at the nearest Evaluation Date. For the June 30 evaluation, current National Team members must be making satisfactory progress towards maintaining their National Team status for the next year including meeting the race requirement as outlined in Contract Summary #7 below.

Evaluation dates for the USA Triathlon National Team are:

1. Following the last competition date of the year for ITU World Cup or World Championship events.
2. June 30

### **Eligibility Criteria**

In addition to being eligible to race for the United States at the time of qualification, an athlete must meet at least one of the following criteria in order to qualify for the specified funding level. If more athletes qualify for the Elite National Team than the maximum designated number, eligibility priority lies in the following order:

1. Priority number one for the Elite National Team for each year of the quadrennial will be:
  - 2009- Athletes selected for the 2008 OLYMPIC TEAM, including first replacements.
  - 2010- Same as #2 below.
  - 2011- Gold Medalists from 2011 Pan American Games.
  - 2012- Gold Medalists from 2011 Pan American Games and Athletes selected for the 2012 OLYMPIC TEAM.
2. Top 8 finish at the most recent ITU World Championships (finale). Order of finish decides priority.
3. Top 3 finish in an “Olympic Format Race” during the twelve (12) months prior to the ensuing evaluation date. Olympic format race for 2008 will include all ITU World Cup events. For races after 2008, “Olympic Format Race” will be understood to be the most internationally competitive Olympic format (draft legal) races, in whatever series they may be. USAT will publish a list of events that qualify for this criterion on the [www.usatriathlon.org](http://www.usatriathlon.org) website once the race schedule for each year is announced. A points ranking (to be announced) on the evaluation date decides priority and any ties within this point system.
4. Winner of the most recent USA Triathlon Elite National Championships.
5. Invitation of the Sport Performance Director. Contract benefits provided to these athletes may differ from benefits provided to athletes who qualify through criteria one through four. Also included within this category are athletes who have been granted Elite National Team status through the Injury, Illness and Pregnancy provision.

### **2009 Contract Summary**

1. Each contracted athlete not living at an Olympic Training Center will receive a \$1500 monthly living stipend. Elite National Team athletes living at an Olympic Training center under the Long Term On-Campus Resident Program will only receive a \$1000 monthly living stipend. Living stipends will be paid 6 months at a time in advance in January and July.
2. Each contracted athlete will receive an additional \$5,000 at each evaluation date for making satisfactory progress towards completing their contract and maintaining a top ranking (to be determined) on that date.

3. All travel expenses to selected World Cup TEAM and World Championship events will be covered by USA Triathlon for those athletes traveling with the Team. Please see World Cup and World Championship Qualification Criteria.
4. Financial support for performance needs such as massage, nutrition counseling, specialist coaching, and other needs as approved by the Sport Performance unit up to a cap of \$2000 before June 30 and an additional \$2000 from July 1 to December 31.
5. Elite Athlete Health Insurance (EAHI) provided through the United States Olympic Committee.
4. The designated coach of each Elite National Team athlete will receive financial support plus performance bonuses provided the coach meets all requirements. Please see the Coaching Stipend document.
6. Each athlete will receive access to facilities and support services at the United States Olympic Training Center(s) and USAT Performance and Training Centers. Please see the Resident Program Criteria.
7. Each eligible athlete must race a minimum of 6 ITU races (2 of these by the June 30 Evaluation Date) to include:
  - a. a minimum of 4 ITU World Cup Events
  - b. the 2009 ITU World Championships
  - c. the 2009 USA Triathlon Elite National Championships

If an athlete does not compete in the ITU World Championships or USAT Elite National Championships due to non-selection, injury or illness, or other approval from the Sport Performance Director, the minimum number of ITU World Cups to be raced would be increased by one (1) for each of those major competitions.

### **Injury, Illness, and Pregnancy Provision**

In the event an Elite National Team athlete suffers a long term injury, illness, or becomes pregnant during the eligibility period and, for strictly health-related reasons, has not met the eligibility criteria as outlined on Page 2 of this document, he or she may make written application to the Sport Performance Director to maintain full Elite National Team support during the rehabilitation period. The athlete will be considered for this provision subject to the following conditions:

1. A long term injury or illness is considered to be a condition which prevents the athlete from being able to train and/or compete for 8 or more weeks depending on when the condition occurs during the athlete's competition calendar.
2. The athlete has fulfilled all reasonable training and rehabilitation requirements and, despite making every reasonable effort to achieve the applicable Elite National Team selection criteria during the year in which the injury, illness or pregnancy occurs, fails to achieve the selection criteria for reasons strictly related to the injury, illness, or pregnancy.
3. The athlete (and/or athlete's coach) will provide a complete, documented medical description of the injury, illness, or pregnancy to the Sport Performance Director. The medical report must be signed by the attending physician(s) and must include the nature of the medical condition, time of injury/illness (if applicable), anticipated rehabilitation time, and estimated return to full and uninterrupted training. The athlete's submission will also include a record of achievement that details current and previous

season's competition results, national and international rankings, USA Triathlon Elite National Team status, as well as his/her rationale for applying for an injury, illness, or pregnancy provision.

4. The athlete, athlete's coach, and medical service providers (if available) will meet directly with the Sport Performance Director (and designated staff) to create and implement a reasonable rehabilitation, training, and return to competition plan. The plan will contain specific rehabilitation and training performance benchmarks and evaluation periods to ensure measured, objective progress. The athlete's coach, based on his or her technical judgment and that of the qualified, attending physician(s), will indicate in writing to the Sport Performance Director that the athlete has met the rehabilitation plan objectives and that the athlete is deemed "race ready" to achieve at least the minimum standard required during the upcoming year.
5. The athlete continues to demonstrate his or her long-term commitment to the Elite National Team Program and objectives, as well as his or her intention to pursue full high-performance training and competition throughout the current period for which he or she wishes to be named to the Elite National Team despite not having met the selection criteria.
6. Athletes who are granted Elite National Team support under the injury, illness, or pregnancy clause shall retain the Elite National Team level of support that they were receiving prior to the rehabilitation period. Athletes will not be named to the Elite National Team for more than 24 consecutive months under the Injury, Illness, and Pregnancy Provision.
7. In the event the Sport Performance Director denies the athlete's request for such an exemption the athlete has the right to file an appeal under USA Triathlon's appeal procedures.

#### **National Team Incentive Plan**

USA Triathlon will provide individual and in some cases Team performance bonuses to athletes achieving top results in international events. The performance bonus incentive plan will be announced following the announcement of the ITU World Championship Series schedule and format each year.

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## ***USA Triathlon Project 2016 Qualification Criteria***

***2009-2012***

### **Introduction**

The primary objective of USA Triathlon's Project 2016 Development Squad criteria is to provide an administrative, performance, and financial support structure to assist athletes towards achieving world class performance levels at international events with the realistic goal of representing the USA at the 2016 Olympic Games. The focus main of the Project 2016 development squad during the 2012 Olympic Quadrennial (2009-2012) will be towards achieving national and international success in events such as ITU World Cups, ITU U23 World Championships, FISU World University Championships, and PanAm Championships and becoming Olympic eligible for participation in the 2012 Olympic Team selection process.

### **Application Process**

Athletes that meet the Project 2016 Development Squad eligibility criteria must request complete and submit an application to the USA Triathlon Sport Performance unit. Submitted applications will be processed in the order in which they are received and athletes accepted to the Project 2016 Development Squad will be issued a contract to sign.

The purpose of the application process is for eligible athletes (in cooperation with their coaches) to submit an annual training and competition plan that outlines specific performance goals, key competitions, performance limiters, training emphasis periods, and performance support needs (e.g., sport science and medical services, facility and equipment needs, etc.). The plan then serves as a tool between USA triathlon's sport performance staff and Project 2016 Development athletes to foster greater cooperation, communication, performance monitoring, feedback, accountability, and financial support.

### **Evaluation Dates**

Project 2016 development program athletes will be evaluated every six months for eligibility and continuance in the program. For the June 30 evaluation, current Project 2016 development program members must be making satisfactory progress towards maintaining their Project 2016 development program status or achieving Project 2012 status for the next year including meeting the race requirement as outlined in Contract Summary #7 below.

Evaluation dates for the Project 2016 Development program are November 30 and June 30.

### **Eligibility Criteria**

In addition to being eligible to race for the United States at the time of qualification, an athlete must meet at least one of the following criteria in order to qualify for the specified funding level. If more athletes qualify for the Project 2012 Development Squad than the maximum designated number, eligibility priority lies in the following order:

7. Top 10 finish at the most recent U23 World Championships or FISU University Championships.
8. Two top 6 finishes within five percent of the winning time at ITU Continental Cup races or the 2008 PANAM Championships.
9. Invitation of the Athlete Development Manager. Contract benefits provided to these athletes may differ from benefits provided to athletes who qualify through criteria one and two. Also included within this category are athletes who have been granted Project 2012 Development Team status through the Injury, Illness and Pregnancy provision.

### **2009 Contract Summary**

1. All travel expenses to selected World Cup TEAM and World Championship events will be covered by USA Triathlon for those athletes traveling with the Team. Please see World Cup and World Championship Qualification Criteria.
3. Additional financial support may be provided to Project 2016 Development Squad members based on their own yearly development plans, the level of funding support for each event outlined on an athlete's development plan will be decided upon and approved by the Athlete Development Manager. (Athletes should be aware that funding may not be equally distributed between all athletes with in the Project 2016 Development Squad and is at the discretion of the Athlete Development Manager.)

4. The designated coach of each Project 2016 Development Squad athlete will receive financial support plus performance bonuses provided the coach meets all requirements. Please see the Coaching Stipend document.
6. Each athlete will receive access to facilities and support services at the United States Olympic Training Center(s) and USAT Performance and Training Centers. Please see the Resident Program Criteria.
7. All athletes within the Project 2016 Development Squad must race the Elite USA National Championships or USA Junior National Championships unless they are prevented by illness or injury. In addition to the US Elite Nationals or USA Junior Nationals Project 2012 Development Squad athletes are required to race the events outlined on their approved development plan. The USAT Athlete Development Manager should be notified of any changes to the planned racing schedule as soon as possible.

### **Injury, Illness, and Pregnancy Provision**

In the event an Project 2016 Development Squad athlete suffers a long term injury, illness, or becomes pregnant during the eligibility period and, for strictly health-related reasons, has not met the eligibility criteria as outlined on Page 2 of this document, he or she may make written application to the Athlete Development Manager to maintain full Project 2016 Development Squad support during the rehabilitation period. The athlete will be considered for this provision subject to the following conditions:

1. A long term injury or illness is considered to be a condition which prevents the athlete from being able to train and/or compete for 8 or more weeks depending on when the condition occurs during the athlete's competition calendar.
2. The athlete has fulfilled all reasonable training and rehabilitation requirements and, despite making every reasonable effort to achieve the applicable Project 2016 Development Squad selection criteria during the year in which the injury, illness or pregnancy occurs, fails to achieve the selection criteria for reasons strictly related to the injury, illness, or pregnancy.
3. The athlete (and/or athlete's coach) will provide a complete, documented medical description of the injury, illness, or pregnancy to the Athlete Development Manager. The medical report must be signed by the attending physician(s) and must include the nature of the medical condition, time of injury/illness (if applicable), anticipated rehabilitation time, and estimated return to full and uninterrupted training. The athlete's submission will also include a record of achievement that details current and previous season's competition results, national and international rankings, USA Project 2016 Development Squad status, as well as his/her rationale for applying for an injury, illness, or pregnancy provision.
4. The athlete, athlete's coach, and medical service providers (if available) will meet directly with the Athlete Development Manager (and designated staff) to create and implement a reasonable rehabilitation, training, and return to competition plan. The plan will contain specific rehabilitation and training performance benchmarks and evaluation periods to ensure measured, objective progress. The athlete's coach, based on his or her technical judgment and that of the qualified, attending physician(s), will indicate in writing to the Athlete Development Manager that the athlete has met the rehabilitation plan objectives and that the athlete is deemed "race ready" to achieve at least the minimum standard required during the upcoming year.

5. The athlete continues to demonstrate his or her long-term commitment to the Project 2016 Development Squad and objectives, as well as his or her intention to pursue full high-performance training and competition throughout the current period for which he or she wishes to be named to the Project 2016 Development Squad despite not having met the selection criteria.
6. Athletes who are granted Project 2016 Development Squad support under the injury, illness, or pregnancy clause shall retain the Project 2012 Development Squad level of support that they were receiving prior to the rehabilitation period. Athletes will not be named to the Project 2016 Development Squad for more than 24 consecutive months under the Injury, Illness, and Pregnancy Provision.
7. In the event the Athlete Development Manager denies the athlete's request for such an exemption the athlete has the right to file an appeal under USA Triathlon's appeal procedures.

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## Coaching Stipend 2009-2012

### **Introduction**

In order to support the coaches who are developing Elite National Team athletes and those athletes in the USAT athlete development pipeline, USAT will provide a coaching stipend to the designated coach of each athlete per the schedule below provided all required training plans and reports are completed by the applicable deadlines. Each athlete must also provide a written or email statement to the Sport Performance Director designating the coach as their personal coach and indicating when they began working with their coach. If an athlete has more than one coach, the athlete must assign one coach as their lead coach who must meet the requirements below. Dispersing payment to the other coaches will be up to the lead coach. The lead coach must meet the criteria specified below and attend all mandatory meetings to receive the stipends.

### **Coach requirements:**

- **USAT Certified Coach** in good standing with USA Triathlon.
- **Six months of experience** working with the designated athlete. For athletes working with a new coach, that coach will receive 6 months worth of stipends after the 6<sup>th</sup> month.
- **Attendance** at all individual and group coaching meetings coordinated by USA Triathlon to fit the majority of the coaches' schedules. Travel to meetings will be paid for by USA Triathlon. Two in-person meetings and multiple conference calls are anticipated per year.
- **Present** at one (1) USAT coach certification clinic or Art and Science of Triathlon Conference each year. All travel related expenses and a stipend will be paid.

### **Required documentation:**

- **Personal Periodization Plan** for the individual athlete showing short and long term goals, all competitions, training focus for each period, general volume and intensity plans, skill and strength work, and other modalities if utilized such as nutritional periodization, mental conditioning, etc.
- **Monthly Progress Report from the coach** describing any deviations from the Periodization Plan, successes, and areas for improvement due by the 7<sup>th</sup> of each month for the prior month's progress.

- **Monthly Progress Report from the athlete** as specified in their National Team or Project 2012 / 2016 contract naming coach(es) involved.
- **Invoice from the coach quarterly** by the 7<sup>th</sup> of each month following the quarter (April 7, July 7, Oct 7, January 7, etc.), for the coaching stipend for each athlete coached and any bonuses earned during the preceding month.

**Payment Schedule:**

- Elite National Team Athlete- \$500 per month, paid quarterly
- Project 2012 Athlete- \$200 per month, paid quarterly
- Project 2016 Athlete- \$100 per month, paid quarterly
- Bonus for athlete winning a medal at Olympic Games- \$5,000
- Bonus for athlete winning a medal at ITU Olympic Distance Elite, U23 or Junior World Championships- \$1,000

**Additional Opportunities for Coaches:**

Coaches of National Team and Project 2012 / 2016 athletes who are receiving a stipend will be eligible for:

- Access to US Olympic Training Centers to work with their National Team athlete(s) on a regular basis.
- USAT clothing and sponsored product support.
- Specialized High Performance Continuing Education opportunities.

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## Coaching Stipend

**Coaching Stipend Agreement**

All required documentation must be received by the program manager before payments are issued. Personal Periodization Plans are due upon execution of this agreement. Monthly Progress Reports and Quarterly Invoices are due by the 7<sup>th</sup> day of the following month. Stipend payments will be submitted for payment upon receipt of all documentation received by the deadlines. No late reports or invoices will be paid. Bonus payments will be made with the quarterly stipend if the coach and athlete are current with all documentation and reports at the time of the bonus winning performance. Please submit a separate Coaching Stipend Agreement for each National Team athlete coached.

Coach Name \_\_\_\_\_ Coach Certification  
 Level \_\_\_\_\_

Athlete Name and Program (National Team, 2012,  
 2016) \_\_\_\_\_

Date coaching relationship with above athlete  
 commenced \_\_\_\_\_

Stipend checks should be made to:

---

Coach Signature \_\_\_\_\_  
Date \_\_\_\_\_

Athlete Signature \_\_\_\_\_  
Date \_\_\_\_\_

Periodization plans, monthly reports and quarterly invoices should be send electronically to the program manager: National Team- Katie Baker, katie@usatriathlon.org; 2012 / 2016- Justin Trolle, justin@usatriathlon.org. This signed Agreement, should be sent by mail or fax to USA Triathlon at:

USA Triathlon  
Attn: Katie Baker or Justin Trolle  
1365 Garden of the Gods Road  
Suite 250  
Colorado Springs, CO 80907

Fax (719) 597-2121

Melissa Merson motioned, Mike Greer seconded to adopt the USA Triathlon Project 2012 Qualification Criteria, Resident Program Criteria, USA Triathlon National Team Qualification Criteria, USA Triathlon Project 2016 Qualification Criteria, and Coaching Stipend.

**Motion passed.**

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## Strategic Plan

Eric Averill updated the Board on the Strategic Plan. Two documents were provided to the Board for informational purposes: Strategic Plan Responses and USAT Regional Structure.

Melissa Merson presented a Mid-Atlantic approved resolution that supports the strategic plan with the exception of governance restructure.

Rob Kasper referenced reports that were emailed to the Board on 10-28-08 that support best business practices and regional governance reform. Eric Averill stated that eight of the regions are in favor of the restructure; however, two regions are concerned about the changes.

Board and Regional Presidents will continue to work together to define regional governance.

**Action item:** Eric Averill will have the Strategic Plan ready for a Board vote in the January 09 meeting.

**Meeting adjourned 6:05 pm**

**Reconvened Sunday, November 2**

**Call to order – Brian Harrington, 7:00 am**

### **2009 Budget**

The Board reviewed Budget Wish List items and 2009 budget for each business unit, Sport Performance, Operations, National Events, National Office, Marketing & Communications, and Event Services.

The Board asked questions about the Ambassador Program, USADA, Triathlon Life Magazine, USOC funding for ITU Officials and surplus from 2008 sliding into 2009.

Eric Averill motioned, Melissa Merson seconded to accept the budget wish list.

**Motion passed.**

Celeste Callahan motioned, Jeff Matlow seconded to accept the 2008 surplus to be allocated for IT in 2009.

**Motion passed.**

Melissa Merson motioned, Joe Umphenour seconded to accept the proposed budget with the note that the amount budgeted for the Ambassador Program be revisited when regional funding is addressed as part of the ongoing governance restructure.

**Motion passed.**

### **Other Business**

Candy Cheatham's term expires on 12-31-2008. Candy served four years as the Regional President Committee Chair and deserves recognition for her efforts.

Melissa Merson motioned, Jim Donaldson seconded to provide Candy Cheatham a certificate commending her on her service and dedication to USAT.

**Motion passed.**

**Meeting adjourned at 11:00 am**

