

June to August 2026 Ongoing P&P Approved Changes

June 2026

- Page 31 approved the following additional wording, For **championship meets**, PVS shall be responsible for securing a hotel room block to support meet operations. The room block shall include accommodations for designated officials, designated hospitality staff, and the Meet Director. PVS shall reimburse lodging expenses, supported by receipts, for designated officials, for up to two (2) hotel rooms to support hospitality staff and one (1) hotel room for the Meet Director. Reimbursement shall not exceed the contracted room-block rate established by PVS.

July 2026

- Nothing Added

August 2026

OFFICIALS EDUCATION TRAVEL REIMBURSEMENT

The Officials National Meet Educational Stipend is intended to assist with an official's travel expenses to work national level competition. This may include the following: World Aquatic Meets, meets sponsored by international swim federations to which USA Swimming officials are invited, USA Swimming National Meets, Eastern Zone Championship Meets, and US Paralympics National Meets.

An official may receive up to three (3) travel stipends in each competition year, a maximum of two (2) for meets at or above the USA Swimming 18&Under Spring Cup (1 ½ stars) level. A third travel stipend request must be from an Eastern Zone sponsored meet (Eastern Zones, Eastern Zone Speedo Sectional Championships). Officials' reimbursement will be distributed subject to the rules below.

In addition to the 3 national and sectional meets indicated above, an official may also be reimbursed for World Aquatics or International meets to which they are invited or for additional national meets three star and above if they are part of the assigned team but do not have expenses covered by USA Swimming or the host.

In order to receive travel assistance from PVS, an official must meet certain minimum eligibility requirements:

- The official must be registered with PVS for at least six months prior to the meet and be registered with USA Swimming through PVS as an official during the time of the meet for which 60 As of June 2026 Potomac Valley Swimming Policies and Procedures Handbook they are requesting assistance.
- The official must work a minimum of four sessions at the event for which they are requesting travel assistance.

- The official must have worked at least twelve sessions at a minimum of four PVS sanctioned meets during the 12 months immediately preceding the request for reimbursement. Approved and Observed meets are not valid for these purposes.
- The official should notify the PVS Officials Chair of the intent to request a reimbursement upon acceptance to officiate at the designated meet, and prior to the date of the meet.
- Meets held within the geographical boundaries of PVS are not eligible for reimbursement.
- Officials who are eligible for reimbursement for expenses by the host club/LSC/Zone/USA Swimming/etc. are not eligible to submit a request for reimbursement to PVS for that meet.
- Completed PVS requests for travel assistance are due not later than thirty (30) days after the competition for which travel assistance is being requested and must be submitted prior to the end of the Fiscal Year (August 31).
- The standard travel reimbursement formula for national/international meets:
 - Base Amount: \$300 per meet
 - Plus: \$100 per day of the meet
 - If a meet has full days only, i.e. no evening distance/relay session, or requires officials to be there a day in advance for additional training/orientation to the meet, an additional \$100 is allowed
- Zone/sectional meets will continue a maximum of \$500 per meet.
- To request a travel stipend, officials need to complete the PVS Officials' Travel Stipend Application and submit a PVS Expense Report, listing the expenses incurred, to the Officials' Chair. Receipts for all expenses listed on the report are required. If driving to a meet, the standard IRS mileage rate for cars should be used, and only mileage from originating point to and from the meet location will be reimbursed. Food expenses are eligible as part of the stipend up to a maximum of \$70 per day (alcohol not included). The PVS Officials Committee Chair will certify that the Official is eligible and meets all requirements. The PVS Officials Committee Chair submits the names of those officials that meet all the eligibility requirements to the PVS Finance Vice Chair within ten days after the submission deadline for reimbursement. The Officials Committee Chair, through the Operations Vice Chair, will submit to the Board lists of any reimbursements approved since the last board meeting.

- The PVS Officials Committee Chair will notify any official not meeting the requirements. That official can then submit an appeal which will be heard by the PVS Board of Directors at the next meeting. The Board will vote on the appeal at that time.

Any PVS Official who has been invited to work at Olympic Trials will be awarded the same full share amount the Athletes are reimbursed. A recommendation from the Officials Committee Chair will also be requested from the Board to ensure the Official is in good standing with PVS.