

County Accreditation

2020-21



Special Olympics Indiana - _____ County makes the following commitments and representations to Special Olympics Indiana in connection with the Program's request to operate as an accredited program in the 2020-21 program year.

Assurance:

Our County Program certifies that all the information contained in this accreditation is true and correct.

Rules and Regulations:

Our County Program will follow, to the best of its ability, the rules and regulations of Special Olympics, including:

- 1) Registration of all athletes (medical forms, applications, etc.)
- 2) Registration of all Class A Volunteers (volunteers, coaches, chaperones, Unified Sports® partners) in the Volunteer Management System.
- 3) Observance of the Special Olympics Code of Conduct by all participants.
- 4) Solicit and expend funds in accordance with State, Local, and Special Olympics Indiana regulations, and submit financial documentations to the State Office.
- 5) Authorized use of Special Olympics name and logo.
- 6) Refraining from entering into any written agreement (contract) without the agreement being reviewed and signed by Special Olympics Indiana State Office.

Our Program will notify Special Olympics Indiana immediately if there are any changes in compliance with the standards outlined above.

Territory:

Our County Program will operate within its boundaries in the solicitation of funds and recruitment of athletes and volunteers. We understand that any requests for exception to this rule must be submitted in writing to the State Office, and subject to their approval.

Accreditation Period:

The completed Accreditation must be submitted by the County Coordinator to the Special Olympics Indiana State Office **no later than September 13th.**

Failure to Comply:

The County Program understands that failure to follow these agreements or submit an accreditation may result in immediate suspension of rights to conduct the Special Olympics County Program and/or temporary restrictions to funds.

Request Signature:

Under these conditions, we request accreditation as a County Program in Special Olympics Indiana.

Signature of County Coordinator

Date

Approval:

Signature of Special Olympics Indiana State Office

Date

GOALS AND ACHIEVEMENTS

NO.

1	As it relates to the Strategic Plan; What is one County Goal for next Calendar Year?

2	What was your Program's biggest accomplishment over the last 12 months?

3	What does your Program do well?

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County Management Team

List Individuals who currently serve on the County Management Team. Any person who is responsible for more than one job, list that person more than once. All team members **MUST** be Class A volunteers registered in the Volunteer Management System.

<i>Position</i>	<i>Name</i>	<i>Mobile Phone</i>	<i>Email</i>
County Coordinator	_____	_____	_____
Assistant County Coordinator	_____	_____	_____
Secretary	_____	_____	_____
Treasurer	_____	_____	_____
Sports Coordinator	_____	_____	_____
Volunteer Coordinator	_____	_____	_____
Assistant Volunteer Coordinator	_____	_____	_____
Technology Representative	_____	_____	_____
Community Relations Coordinator	_____	_____	_____
Athlete & Family Coordinator	_____	_____	_____
Fundraising Coordinator	_____	_____	_____
Athlete Input Council Chair	_____	_____	_____
ALPs Coordinator	_____	_____	_____
Athlete Representative	_____	_____	_____
LETR Officer Representative	_____	_____	_____
UFC Co-Coordinator	_____	_____	_____
UFC Co-Coordinator	_____	_____	_____
Utility Player	_____	_____	_____
Other:	_____	_____	_____

Budget - 2020

Budget for financial activities for January 1, 2020 through December 31, 2020.

REVENUES		
CATEGORY	REVENUE	COMMENT
40100	Special Events Revenue	Fundraising events: Polar Plunge, Plane Pull
40125	Special Event Revenue Received from Chapter	State Office Use Only: Polar Plunge, Plane Pull share from State
40275	Fundraising Event Revenue	Program Hosted Fundraisers
40400	Contributions	Financial donations to program
40525	In-Kind Revenue	Goods or services provided to program
40800	Grant Revenue	Grant revenue achieved
41100	Games Entry Fee	Games entry fees paid by non SO Agencies
43025	Concessions Revenue	Revenue from concession sales
48500	Games Revenue from Other Counties	State Office Use Only: Host Tournament or Invitational
	TOTAL REVENUES	\$0.00

EXPENSES		
CATEGORY	EXPENSE	COMMENT
50275	Consulting & Professional Fees	Fees paid to someone for their services, ex: DJ Services, Bands - W-9 needed
50300	Office Supplies	Paper, printer ink, pens, computer renewal, etc.
50315	Supplies - Other	Water bottles, sports equipment, etc.
50350	Banners & Signage Expense	Signs, banners, etc.
50400	Telephone - General	Cell phone, conference calls, etc.
50500	Postage & Shipping - General	Mailings postage
50600	Printing - General	Commerical printing (FedEx Kinko) expenses
50700	Office & Storage Space Rental	Equipment Storage facility rental fees
50725	Equipment Rental	Rental of equipment
50775	Facility Rental Expense	Practice, competition, fundraising event rental fees
50800	Insurance - Other	Liability insurance coverage obtained for events
51100	Travel & Transportation	Gas, Bus, mileage reimbursement, etc.
51105	Travel & Transportation Services	Bus Charters, Driver Stopends, Bus Transport - W-9 Needed
51125	Meals & Lodging	Overnight hotel stays, Meals
51150	Volunteer Recognition and Memorials	Funeral flowers, recognition gifts for volunteers
51200	Conference Registration Fees	Budget Use Only: ALPs University, State Conference fees
53050	Fundraising Expense (A & L's only)	Hosted fundraising expenses
54125	Incentives & Awards	Banquet gifts and awards
56000	Medals & Ribbons	Event medals and ribbons
56050	Staff and Volunteer Shirt Expense	Shirts purchased for volunteers, coaches, board
56055	Uniform Expense	T-shirts, uniforms, etc.
56060	Athlete Training Expense	Lessons, Golf greens fees, bowling fees, NOT facility rental
56075	Referee & Umpire Stipends	Officials for basketball, softball, lifeguards, etc.
56100	Games Expense Paid to State Office	Budget Use Only: State Entry fees
57000	In-Kind Expense	Budget Use Only: Item or service costs if they were not donated
58025	Concessions Expense	Items to sell at concession stand
58500	Games Expense to Other A & Cs	Budget Use Only: Area entry fees or entry fees to county events
59000	Dues & Subscriptions	Not computer related renewals
59100	Depreciation	Budget Use Only: Spreads the cost of a larger asset
59125	Miscellaneous Expense	Medical expenses and other expenses
	TOTAL EXPENSES	\$0.00

NET PROFIT		
TOTAL REVENUES	TOTAL EXPENSES	NET PROFIT (total revenue minus total expenses)
\$0.00	\$0.00	\$ -

Equipment Storage Information

Please fill out the storage information below. Then proceed to the inventory list.

Storage Location: _____

Address: _____

City/State/Zip: _____

Phone: _____

Do you rent above storage space? Yes

No

If yes. . . Contract Dates: _____

Lease Name: _____

Is equipment insured? Yes

No

If yes. . . Insurance Company Name: _____

Agent Name: _____

Address: _____

City/State/Zip: _____

Phone: _____

Policy Contract Dates: _____

Equipment Inventory

Equipment Inventory please include anything with a combined value of \$100 or more. Use additional lines and page for items not listed

QTY	Item	Storage Location	QTY	Item	Storage Location
	Basketballs			Popcorn Machine	
	Basketball Goal			Possession Sign	
	Bats			Scale	
	Batting Cage (portable)			Score Boards (electronic)	
	Batting Tee			Score flip boards	
	Bocce Courts			skis	
	Bocce Ball Sets			Snow boards	
	Bowling Ball (with handle)			Snow Shoes	
	Bowling Balls			Soccer Goal	
	Bowling Ramp			Softball bases	
	BP Cuff			Softball helmets	
	Bull horns		\$	Souvenir/Merchandise Inventory	
	Canopy Tents			Swimming belts	
	Chairs			Tables	
	Coolers/Water Jugs			Torch	
	Corn Toss Boards and bags			Trailer	
	Event banners			Trophy Case	
	Flag Football belts			Uniforms (Basketball)	
	Flag Football Cone sets			Uniforms (Flag Football)	
	Footballs			Uniforms (Softball)	
	Floor Hockey Goal			Uniforms (Track n Field)	
	Floor Hockey Sticks/Pucks			Uniforms (Volleyball)	
	Game clocks			Utility bases for Event Fencing	
	Golf Clubs			Wagon/ Utility Cart	
	Grill			Wheelchair	
	Long Jump Mat			yard signs	
	MATP kits				
	Oxi-meter				
	Pitching Machine				
	Pizza Warmer				

Note: Attach equipment list separately if accessible by electronic file (Excel, Word). No need to retype.

Participation Report

Evaluate participation and activities from July 1, 2018 through June 30, 2019. Include athletes and partners who participated in the sport, but did not compete in a game/competition. Count the number of games played for team sports (basketball, flag football, soccer, softball, volleyball) and competitions for individual sports.

Sports	Number of Athletes	Number of Unified Partners	Number of Games Played/Competitions	Number of Coaches
SPORTS:				
Alpine Skiing				
Basketball <i>(include 5-v-5; 3-v-3; Individual Skills)</i>				
Bocce				
Bowling <i>(includes Ramp, Singles, Doubles, Unified)</i>				
Corn Toss				
Cycling				
Distance Run & Walk				
Equestrian				
Flag Football <i>(include Traditional, Unified, Individual Skills)</i>				
Golf <i>(include Individual Play, Individual Skills, Unified Team)</i>				
Horseshoes				
Powerlifting				
Snowboarding				
Snowshoeing				
Softball <i>(include Traditional, Unified, Individual Skills)</i>				
Swimming				
Track & Field <i>(include Spring and Summer Games)</i>				
Volleyball <i>(include Traditional, Unified, Individual Skills)</i>				
OTHER:				
Ballroom Dancing				
Cheerleading				
Figure Skating				
Floor Hockey				
Gymnastics				
MATP				
Soccer				
Speed Skating				
Tennis				
Unified Fitness Club				
<i>Other Sport List: _____</i>				
<i>Other Sport List: _____</i>				
TOTAL PARTICIPATION COUNT	0	0	0	0

Athlete Leadership	Number of Athletes
Athlete Input Council Members	
Athlete Leaders	
Attended ALPs University	
Coach or Assistant Coach	
Global Messenger / Public Speaker	
Member of committee or management team	
Volunteer with a fundraising event	
Volunteer at special event	
Other _____	
Total Athlete Leadership Participation	0