



To: U.S. Paralympics Track & Field National and Emerging Team athletes
From: U.S. Paralympics Track & Field
Date: August 21, 2018

U.S. Paralympics Track & Field will continue its Resident Athlete and Rotation Program at the Chula Vista Elite Athlete Training Center (CVEATC) beginning in October 2018. The program is designed for U.S. athletes competing in the sport of Paralympics Track and Field.

The program is reserved for elite athletes and guides of athletes who have demonstrated the potential to medal at the 2020 Games. Guides should be included and termed as athletes in this program. The program will be available for athletes who are prepared to make a full-time commitment to training and competing under the direction and leadership of Joaquim Cruz, U.S. Paralympics Track & Field Resident Head Coach and U.S. Paralympics Track & Field staff. Additional coaching staff may be added and approved at any time by the Director and the Resident Head Coach.

As part of the Resident Athlete and Rotation Program, athletes will have the option of participating in the program on either a full time or temporary rotation period. Full-time resident athletes are expected to reside at the CVEATC unless otherwise approved by the Resident Head Coach and Director. The rotation time and availability will be agreed upon at the discretion the Director and Resident Head Coach. Both programs are subject to the requirements outlined in this memo.

Specific training and competitions will be geared to the individual athlete's needs, but generally will include mandatory daily prescribed workouts, multiple weekly scheduled weight room sessions, six IPC approved competitions per year (with the 6th being the national championships), specified nutrition counseling and sport performance related assessments. Designated competitions will be outlined in the Sport and Program Plan and/or the Athlete Personal Performance Plan as agreed by the Director and Resident Head Coach. Other mandatory components of the program may include sport science testing, sport psychology sessions, community outreach and involvement and media training.

APPLICATION & ACCEPTANCE

Applications and other necessary forms for the Resident Athlete and Rotation Program will be available at www.usparalympics.org. Any athlete who wishes to participate must apply and be accepted into the program. Acceptance to the program will be at the sole discretion of U.S. Paralympics Track & Field staff and all positions available in the program will not necessarily be filled. *All resident and rotational athletes will be required to re-apply every six (6) months.*

For consideration, applicants must:

- Athlete must be a current U.S. citizen
- Not be enrolled part-time in school and/or employed part-time where the combined total of school and/or work hours exceeds twenty (20) hours per week.
- Maintain a 2.0 GPA for college courses taken while in the program.
- Be willing to submit to a complete a health profile coordinated by the USOPC Sports Medicine division, including a thorough medical history and comprehensive physical examination.
- Be able to live independently and take care of all personal needs which shall include, but not be limited to, attending practices, meetings, showering, dressing, residing, eating, etc.

Evaluation of athletes for acceptance to the Resident Athlete and Rotation Program will consider a wide range of factors including:

- Space availability
- Athletes must have met national team standards or be considered a viable competitor or medalist at the international level, as determined in the sole discretion of U.S. Paralympics Track & Field staff
- Athlete's desire and willingness to commit fully to the training outlined or approved by the Resident Head Coach and Director.
- Training compatibility with other resident athletes, coaches and staff
- Other relevant performance data from current quadrennium

U.S. Paralympics Track & Field may add additional athletes after the application deadline has passed and after the program start date if additional slots remain. Late applications will be accepted at the sole discretion of the Director and the Resident Head Coach. Unless special circumstances are cited and approved by the U.S. Paralympics Track & Field staff, resident and/or rotation programs will be awarded at one training center only.

IMPORTANT DATES (2018-2019):

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|---------------------|--|
| August 21, 2018 | Application for Resident Program Term 1 opens |
| August 31, 2018 | Application for Resident Program Term 1 closes |
| September 2018 | Notification of acceptance to Resident Program Term 1 |
| October 1-7, 2018 | Resident Program athlete move-in |
| March 15, 2019 | Application for Resident Program Term 2 opens |
| March 31, 2019 | Term 1 ends |
| April 30, 2019 | Term 1 move out (if not approved for Term 2) |
| April 1, 2019 | Term 2 begins |
| April 1-May 1, 2019 | Term 2 move in (based on bed availability) |
| August 1, 2019 | Application for Resident Program 2019-20 Term 1 closes |
| September 30, 2019 | Term 2 ends |
| October 1, 2019 | Resident Program athlete move-in |

** Application dates beyond September will be forthcoming*

Applications for the Temporary Rotation Program are accepted on a rolling basis and must be submitted no later than **six (6) weeks** in advance of athlete's requested start date unless otherwise discussed with the Director.

Athletes will be given a thirty (30) day notice of move-out date in accordance with their term

application. If you are no longer training, competing, or for non-compliance with rules and guidelines, you could receive a thirty (30) day move-out notice mid-term. Athletes are expected to apply for each individual term. Resident or rotation athletes who do not apply for each term by the required deadline should consider to aforementioned term end dates as their thirty (30) day notice for term move-out. If Athletes must take all their belongings at the time of move out, communicate their move-out date with U.S. Paralympics Track & Field staff, check out with Resident Head Coach, and follow CVEATC check-out procedures. Extenuating circumstances for move-out will be considered, but resident application deadlines are strict.

Athlete competition requirements will be outlined in each year's Sport and Program Plan. Required team events, competitions or a resident required proof-of-fitness test outside of the Sport and Program Plan may be added at the discretion of the Resident Head Coach or Director. In order for times to be considered approved by the International Paralympic Committee (IPC), the meet must be submitted to U.S. Paralympics Track & Field for IPC approval by the athlete or designee by the four-week deadline.

WAIVER AND PARTICIPATION FORMS

Upon acceptance into the program, all participants are required to sign the following forms:

- USOPC Waiver and Release of Liability
- Resident Program Participation Consent/Letter of Intent (see **Attachment B**)
- Athlete Code of Conduct for both the USOPC and CVEATC (see **Attachment D**)
- Resident Athlete Application
- USOPC Participant Biography
- Medical History Questionnaire
- HIPAA Form
- Any additional documents required by U.S Paralympics Track & Field, the USOPC or CVEATC

EXPECTATIONS OF PARTICIPANTS

All participants in the program are responsible for fulfilling program commitments as detailed in this memo and each of its Attachments. Failure to meet program requirements may result in removal from the program. Additional expectations are as follows:

- Full-time athletes/guides are expected to cover his/her own expenses for moving to/from Chula Vista (U.S. Paralympics Track & Field will provide travel for initial move in only; all other costs are the responsibility of the athlete/guide).
Athletes/guides are responsible for their travel when moving back to the CVEATC in between terms.
- Unless special circumstances are cited, resident and/or rotation programs will be awarded at one training center only.
- Athletes are selected to the program to focus on full-time training. Any involvement in school, part-time employment and/or volunteer schedules must be arranged around training times with a maximum of 20 hours unless approved in writing by director of U.S Paralympics Track & Field. *Work and school schedules must be reviewed as a part of the application and **approved** by the director prior to beginning school, employment or residency.*
- Each athlete must demonstrate progress in training and competition, including

reaching performance measurements established by the athlete and Resident Head Coach in collaboration with the Director and any specific outside coach for the year. Coaches

- Progress in international standings will be a consideration in evaluating both program and individual resident athlete applications and renewals. Coaches will report each athlete's progress and specific performance standards throughout each year as determined by the Director.
- Athletes are expected to have a Personal Development Plan (PDP) for their residency. Personal Development Plans may address education, part-time employment, community service opportunities or other areas of interest to the athlete. Each athlete is responsible for checking with the Resident Coach and Director for PDP requirements during their stay.
- Each athlete member of a program must complete a health profile as soon as possible following their arrival with the USOPC Sports Medicine. The scheduling of the health profile will be coordinated by Sports Medicine with consideration for training and competitive obligations and health provider availability. The health profile includes a thorough medical history and comprehensive physical examination.

The Resident Head Coach will serve as the liaison for resident and rotation athletes on campus. Full compliance with the goals and guidelines put forth by the Resident Head Coach is expected.

- All new applicants will be placed on a 90-day probation period. After 60 days, the Resident Head Coach will be asked to review the athlete's progress and acclimation to the program. This is designed to allow both the coach and the athlete to determine if the athlete has the potential to be successful, both in training and socially, within the structure of the current U.S. Paralympics Track & Field Program.
- Athletes are expected to meet weekly with the Resident Head Coach, attend all scheduled practices and participate in all scheduled competitions throughout the program period unless excused by the Resident Head Coach prior to the scheduled activity.
- Athletes must attend other team activities (meetings, media training, community appearances, special events, etc.) as directed by the Resident Head Coach or Director.
- Athletes must develop and achieve short and long-term performance goals as defined and approved by the Resident Head Coach and Director.
- Athletes must complete and pass a proof of performance test for each term as determined by the Resident Head Coach and Director.
- Athletes participating in the program are specifically prohibited from soliciting training programs from external coaches without consent and inclusion of the Resident Head Coach and Director.
- All resident and program participants must maintain apartment, room and property cleanliness at all times.
- Any issues that occur with other residents must be reported to the Resident Head Coach and Director no later than the next business day.
- Guests should not be in a shared bedroom without the consent of the athlete's roommate.
- Athletes who will leave the CVEATC for a period of two weeks or longer will be expected to remove all belongings from room unless approved by the Director.

- Athletes are expected to be mature and considerate roommates, responsible teammates and represent U.S Paralympics Track & Field accordingly at the CVEATC and at all team activities and events.
- Sports medicine resources will be utilized to keep athletes healthy and injury-free. However, if an athlete sustains a long-term illness or serious injury that compromises his/her ability to train over an extended period of time, continued participation in the program may not provide the athlete with a significant performance benefit and thus the athlete may be removed from the program.
- Athletes are required to wear U.S. Paralympics Track & Field uniforms, competition gear and other issued clothing at official team or resident team competitions and functions as directed by the Resident Head Coach and USOPC staff.
- *You can find the policy regarding "specialized equipment" and NGB agreements here under "Paralympic Personal Performance Gear List"*
<https://www.teamusa.org/athlete-resources/athlete-ombudsman/commercial-terms>.
You'll also hear "specialized equipment referred to as "personal performance gear" which is the same thing.

For anything on the list, the athlete may choose the manufacture of this clothing/gear/equipment s/he wears in "protected competition," (generally when you are competing internationally on behalf of the US, or any domestic event used to qualify for the international competition). It looks like for Paralympic Athletes an athlete can choose to wear the following gear: Braces (all components), Racing chair (all components), Eyewear, Shoes/Spikes, Gloves, Throwing chair (all components), Helmet, Throwing implements, Hydration container, Undergarment (support,) Joint and abdominal support/Weight belt, Visually impaired tether, Prosthetics (all components), and Watch. (updated April 1,2019)

REMOVAL FROM THE PROGRAM

Athlete participation in the program may be terminated at any time by U.S. Paralympics Track & Field for any reason. Notice of removal from the program will be provided to the athlete in writing and will be effective immediately upon such notice or as specified in the notice. An athlete may appeal removal from the program pursuant to the USOPC Complaint Procedures for U.S. Paralympics National Teams and Programs (Attachment E). Removal from the program may result from any of the following or any other reason, as determined by the Director or Resident Head Coach:

- Failure to meet the requirements to qualify for the national team.
- Failure to qualify for the national team at major international competitions (such as world championships and/or Paralympic Games).
- Failure to meet performance metrics or other elements of the athlete's personal performance plan.
- Failure to comply with U.S. Paralympics Athlete Agreement, USOPC Code of Conduct, CVEATC Code of Conduct, CVEATC Rules and Guidelines, SafeSport Code for the U.S. Olympic and Paralympic Movement, U.S. Paralympic Athlete Sport and Program Plan or team policies.
- Violation of USADA/WADA Anti-Doping policies, which may include a failed test, missed test and non-compliance with quarterly whereabouts filing updates.
- Persistent incompatibility with the Resident Head Coach, USOPC staff and/or other resident athletes that detracts from the training or performance of any member of the

CVEATC community.

- Long-term illness, injury or inability to maintain self-care and independence.
- Failure to comply with requests of USOPC, CVEATC staff or coaches representing the program.

STAFF

If you have any questions about the program or the guidelines, please contact one of the staff members below:

Joaquim Cruz | Resident Head Coach

U.S. Paralympics Track & Field

Joaquim.Cruz@usopc.org

Sherrice Fox | Associate Director

U.S. Paralympics Track & Field Sport Operations

Sherrice.Fox@usopc.org

Jeremy Fischer | Chula Vista Resident Coach

John Dagata | Chula Vista Resident Coach

Erica Wheeler | Chula Vista Resident Coach

ATTACHMENT A

U.S. Paralympics Track & Field Resident and Rotation Program

Participation in the Resident Athlete and Rotation Program does not entitle or confirm the athlete will be selected to participate in World Para Athletics Championships, Paralympic Games or other major international competitions. In order to be named to these competitions, an athlete must qualify through the respective selection procedures for each competition. Participation in the program does not affect national team status or any of the related benefits. Participation in the program is voluntary and is contingent upon agreement to and compliance with the specific terms and conditions of the program.

Athlete Benefits

Athletes accepted to the program will be eligible to receive the following benefits:

- Double occupancy room at the CVEATC (for full-time and rotational on campus athletes only; roommate preferences are not guaranteed).
- Meals provided by CVEATC.
- CVEATC facility usage.
- Daily training led by the Resident Head Coach.
- Access to sports medicine, strength and conditioning, nutrition counseling, sports psychology and other USOPC sport performance services as directed by the Resident Head Coach and approved by USOPC Paralympic Sport Performance. Level of access for certain performance services is dependent on U.S. Paralympics Track & Field National Team status. Only national team athletes have gold access, which includes massage.
- Paid entry and support to attend specific approved competitions (to be identified by Resident Head Coach).

ATTACHMENT B

U.S. Paralympics Track & Field Resident and Rotation Program Letter of Intent and Athlete Acceptance

Letter of Intent

It is important to carefully read this entire document before signing. It establishes a commitment between you, U.S. Paralympics Track & Field, the United States Olympic Committee (USOPC), and the Chula Vista Elite Athlete Training Center (CVEATC).

By signing this Letter of Intent, I understand that I will be agreeing to participate in the U.S. Paralympics Track & Field/USOPC's Resident Athlete and Rotation Program, made available by funding from the USOPC. To receive this privilege, I agree to comply with all the requirements described in this memo and each of its Attachments. Further, I agree to:

- Commit myself to a program of training with the intent of qualifying for and competing in the Paralympic Games. I realize that satisfactory progress in my performance is a requirement for continued resident status; all resident athletes will be required to re-apply at the conclusion of each resident athlete cycle.
- Understand that the you are free to work with approved coaches while at the center, however, resident head coach, Joaquim Cruz, is your program contact while on campus.
- Weekly check ins, submission of annual, monthly and weekly training plans and meetings with you and your coach must occur to ensure you are being provided the appropriate support in your training regime
- A detailed program of training and competition one week prior to arrival.
- The resident coach and/or director of U.S. Paralympics Track & Field must approve your training to ensure you are able to receive the appropriate support while at the center.

- Attend all scheduled practices and participate in all scheduled competitions throughout the program period, unless excused by the resident head coach prior to the scheduled activity.
- Be mature, responsible and behave accordingly at CVEATC and at all resident team activities.
- Report all injuries and illnesses to the training room and Resident Head Coach within 24 hours of injury/illness occurring to ensure proper coverage and support services are provided
- Subject myself to drug testing, including no advanced notice, short-notice and/or out of competition basis, conducted by WADA, USADA, the USOPC, Olympic Training Center, U.S. Paralympics Track & Field, or the International Paralympic Committee (IPC), in accordance with the procedures of those bodies.
- Participate in evaluation and testing programs as conducted by the USOPC or U.S. Paralympics Track & Field; this includes a physical examination by sports medicine to establish a medical history and required check-ins from sport performance staff, including

nutritionist Liz Broad.

- Participate in all sport science testing, sport psychology sessions and nutrition counseling as directed by the resident head coach.
- Attend training sessions, competitions and other team activities (meetings, media training, community appearances, special events, etc.) as directed by the resident head coach.
- Be responsible for my personal coaches and guests when visiting the CVEATC. All personal coaches and guests must abide by the rules outlined in Attachment C.
- Accept and defer to the authority of U.S. Paralympics Track & Field, its International Federation (IF), the USOPC, the IPC, and any properly constituted adjudicatory body, for any and all matters relating to my participation in programs, activities and events of those parties, including all hearing procedures and appeal procedures established by those bodies.
- Follow established check-in/check-out procedures, maintain an appropriate level of sanitation of USOPC/OPTC/CVEATC property for health reasons, and understand I may be charged for undue wear and/or damages to USOPC/OPTC/CVEATC property, missing keys/cards, or other offenses. In addition, I understand the USOPC or CVEATC may require access to my room for health and safety inspections, or for reasons of security.
- Subject myself to removal from the program and termination of CVEATC and OPTC residency if I violate any condition herein, or if in the judgement of U.S. Paralympics Track & Field or the USOPC, any of my actions impact negatively on the reputation of the USOPC, U.S. Paralympics Track & Field or the program. Failure to abide by any of these guidelines is grounds for loss of privileges, sanctions and/or removal from the Program by U.S. Paralympics Track & Field and/or the USOPC and all further USOPC resources and facilities;
- Agree to and abide by the U.S. Paralympics National Team Athlete Agreement.

ATHLETE ACCEPTANCE OF TERMS AND CONDITIONS OF LETTER OF INTENT

I certify that I have read all terms and conditions of the Letter of Intent, and fully understand, accept, and agree to be bound by them. I declare to the best of my knowledge and belief, that all statements and information provided by me in this application are complete and true. It is my intent to participate fully in the programs offered at the CVEATC and OPTCs in order to do the best I can to realize my full potential, as an athlete and a student, employee, and/or volunteer.

I understand that I have qualified for this support based on a program approved by U.S. Paralympics Track & Field and the USOPC. I understand that if I do not meet the standards established and agreed to by me in this application and the U.S. Paralympics Track & Field performance recommendation, I may be released from the resident program within the time period established for my stay. In order to qualify for support in future years, I will have to demonstrate progress toward the goal of excellence in international competition according to the standards established by

U.S. Paralympics Track & Field. If attending an educational institution, I will also have to demonstrate satisfactory progress in my course of study as determined by the public schools or the college/university I attend, according to my educational PDP for the year. I understand that I am representing the USOPC and U.S. Paralympics Track & Field in the community and at any service agency where I may volunteer. I am a current member in good standing of my national governing body, U.S. Paralympics Track & Field.

ATTACHMENT C

U.S. Paralympics Track & Field Resident and Rotation Program Personal Coach and Guest Guidelines

Access protocol for CVEATC and OPTC guests

The United States Olympic Committee (USOPC) endeavors to provide a safe environment for all athletes and other individuals who reside, train, work or compete at CVEATC and USOPC Olympic Training Centers. Each individual who registers to reside, train, or compete at a CVEATC and an OPTC shall comply with the disclosure requirements as set forth in the CVEATC (Attachment D) and OPTC Code of Code of Conduct. These are the written expectations unless further review is needed.

Additionally, it is a privilege, not a right, for any person to access and/or train at the CVEATC and USOPC OPTC's.

All guests and coaches consent to abide by the below described guidelines and protocols for athletes, staff, and guests of the CVEATC and OPTC. All coaches and guests are not guaranteed the same level of access to training center as their athlete. Each application will be reviewed on a case-by-case basis and the following must be considered in the application process:

- If granted resident or rotation access, staff members and coaches are prohibited from entering or residing in any athlete's room and athletes are prohibited from entering or residing in any staff member or coach's room.
- All training requests or sport performance needs must be clearly communicated in writing and included in the resident application. The resident head coach and director of U.S. Paralympics Track & Field will review all requests during the application process.
- Guest and individual coaches are prohibited from making any direct requests to CVEATC and OPTC staff members and are expected to direct all request to a U.S. Paralympics Track and Field staff member.
- All personal coaches granted access to training sessions must be SafeSport trained and have passed a USOPC background check.
- The transportation, possession or unauthorized use of alcoholic beverages on the premises is prohibited.
- Marijuana and marijuana paraphernalia in any form is not permitted in the CVEATC and OPTC dormitories or facilities.
- The transportation, possession or unauthorized use of illegal drugs, drug paraphernalia, and/or banned substances, as defined by the International Olympic Committee (IOC), International Paralympic Committee (IPC), World Anti-Doping Agency (WADA), the United States Anti-Doping Agency (USADA), or the United States Olympic Committee (USOPC) rules, on the premises is prohibited.
- Visitors/unregistered guests are prohibited in the dormitory areas or on the premises between 11:00 PM and 7:00 AM daily. When on-site, visitors must be accompanied by the registered athlete/guest at all times.
- Quiet hours are from 10:00 PM – 7:00 AM daily.
- Users must keep their ID card on them at all times.

- Scanning an ID card by an unauthorized person(s) for any reason is prohibited. This includes passing cards to access the dining hall and acquiring to-go meals for persons who do not have meal access.
- Any physical damage to a facility or loss of items from a dormitory room (e.g., blankets, lamps, etc.) will be charged back to the individual assigned to the room in which the damage or loss occurs.
- The OPTC/CVEATC is not responsible for loss or damage to the personal property of athletes, coaches, guests or residents on site. USOPC risk management recommends the purchase of tenant insurance by individuals residing on site.
- Space heaters, electric frying pans, toaster ovens, microwaves, hot plates, or any appliance, equipment rated above six amps and/or 750 watts, candles, incense, or any other type of open flame items are strictly prohibited in the dormitories.
- If you need additional outlets, a multiple outlet strip is required. Extension cords and plug-in adapters are not acceptable.
- Tactical sports equipment (e.g. firearms, ammunition, archery arrows, and bows) must be stored in appropriate location. Oversized sports equipment may not be stored in the dormitory.
- The dormitory hallways must remain clear of debris at all times. No athlete may store bicycles, furniture or other items in the hallways.
- Animals are strictly prohibited in the dorms and on-site with the exception of service animals. All service animals must be reported upon check-in.

Checkout from the dorms on day of departure is 9:00 a.m. All belongings must be removed from your room prior to 9:00am, but you are allowed to keep your access card until after you eat breakfast/lunch. Additional charges may be incurred if rooms are not vacated before 9:00 a.m.

The willful disabling of any smoke detector or tampering or interfering in any way with any fire alarm system, including causing a false fire alarm (by pulling the fire alarm handle) will result in immediate dismissal from the OPTC/CVEATC.

Unacceptable behavior will not be tolerated, including but not limited to, the following:

- Any act in violation of federal, state, or local laws, or a violation of USOPC policies.
- Gross misconduct and/or; Willful destruction of property.

Violations of any of the offenses listed above may result in the following consequences:

- **1st offense:** A fine and/or up to three-month forfeiture of CVEATC/OPTC privileges (housing, meal access and/or training at the OPTC)
- **2nd offense:** A fine and/or up to six-month forfeiture of CVEATC/OPTC privileges (housing, meal access and/or training at the OPTC)
- **3rd offense:** A fine and/or up to life-time forfeiture of CVEATC/OPTC privileges (housing, meal access and/or training at the OPTC)
- **Severe violations (i.e. SafeSport violations, PED violations, etc.)** – may receive a more severe consequence on a case by case basis

Athletes subject to any of the above consequences shall not be barred from any protected competition (as defined in the USOPC bylaws) that takes place at the CVEATC or OPTC. Should a protected competition take place at the CVEATC or OPTC, restrictions may be placed on the athlete, such as, but not limited to, locations beyond the venue.