

USAWP Southwest Zone Referee Fee and Reimbursement Policy
Revision 1 – January 2, 2018

Purpose and General Policy:

This document describes the fee and reimbursement structure defaults for events in the USA Water Polo Southwest Zone. All fees, charges, and obligations described within are the responsibility of the event host. The goal is to provide guidance and policy for event planners and referees, yet allow for flexibility to address changes and unique needs. Any desired changes should be worked through in advance between the Zone Head Referee and the tournament host. NOTE – there is a special section on part time Referees.

Failure to adhere or resolve to mutual satisfaction, any of these guidelines, may result in actions by the SW Zone that will impact the host's future event viability.

Definitions:

Assignor – The Zone Head Referee or his/her designee that both solicits sufficiently qualified referees far in advance of a event and then assigns the confirmed referees to game slots of each contest once the event schedule is released and confirmed.

Event – A USA Water Polo (USAWP) sanctioned game or tournament consisting of multiple games.

Head Referee – The designated on-site referee that handles issues that arise during the event, such as protests, illness or injury to referees and rescheduling of referees due to conflicts or unexpected absence. The Assignor will designate the Head Referee based on available staff if the Assignor is not the Head Referee.

Local Referee – Referees that live within 50 miles one-way driving distance of the event's main pool.

Non-local Referee – Referees that live further than 50 miles one-way driving distance of the event's main pool.

Part-time Referee – Referee-registered players or coaches who choose to referee on a less than full time basis at an event in addition to their playing or coaching duties.

Per Game Fees:

Referee fees are paid by game in accordance with the referee's rating with USAWP per Table 1. There are NO conditions that require higher or lower fees.

Table 1

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|---------|---------|
| Rookie | \$20.00 |
| Level 1 | \$22.50 |
| Level 2 | \$27.50 |
| Level 3 | \$32.50 |

| | |
|---------|---------|
| Level 4 | \$39.50 |
| Level 5 | \$46.00 |

Game Fee Payment Obligations:

If a referee is assigned and accepts the assignment to work a game, then the referee is to be paid for that game. There are NO exceptions for unplanned incidents (e.g. weather, forfeits, etc.).

Assignor Fees:

The Assignor of an event will be paid a fee of \$1 per referee scheduled per game. The Assignor will also prepare a fee breakdown for payment for the event host.

Zone Referee Development Fees:

In addition to the assignor fees, each host must pay a zone development fee in the amount of \$1 per referee scheduled per game. The development fee is to be paid to the designated account set forth by the zone head referee on the referee invoice sent to the host.

Head Referee Fees:

Each Head Referee for an event is to be paid \$25 for a single day event. Head Referees will be paid a flat fee of \$50 total for multiple day events. The Head Referee Fee does not get charged if the Assignor also serves as the Head Referee. If an event is held at multiple pool locations, then all pools where the assignor is not present may charge a Head Referee fee.

Reimbursements – Mileage/Tolls:

Driving reimbursement is \$0.35 a mile. The following list describes eligible mileage to declare:

1. Distance from the referee's home to the main pool.
2. Distances travelled between pools, where applicable, for games assigned to the referee.

Tolls and/or parking fees (if any) incurred by a referee to or from the pool are to be fully reimbursed by the Host.

Referee Lodging:

Hosts will make arrangements for lodging and prepay hotel fees for non-local referees that require a hotel room. A room will have at a minimum of two double beds. With the exception of hotel parking fees, incidental costs incurred by the referee at the hotel (e.g. room service, damage, etc.) are not paid or reimbursed by the host. Referees will be required to share hotel rooms in pairs, except when special circumstances dictate otherwise (odd numbers of referees requiring hotel rooms, gender split, etc.).

Referee Meals/Per Diem:

Hosts will fund meals for referees. The meals may either be provided for by the host OR paid for in the form of a per diem. The per diem/meal provision policy is described in Table 2. Regardless of the choice of the host, the host will provide drinking water for referees.

Table 2

| | |
|--|-----------------------------|
| If Host opts for Per Diem: | |
| Non-Local Referees | \$50 / day |
| Local Referees | \$25 / day |
| If Host opts to provide Meals: | |
| Referee scheduled before 9am | Breakfast must be provided. |
| If games are scheduled over lunch time | Lunch must be provided. |
| Referee scheduled after 6pm | Dinner must be provided. |

Reimbursements – Airfare:

A tournament host may elect to fund air travel for a non-local referee. The amount is to be agreed upon between the host and the air travelling referee in advance.

Reimbursements – Auto Rental:

A tournament host may elect to fund auto rental for a non-local referee. No mileage reimbursement will be paid if a rental vehicle is obtained. The range of expenses to be covered are:

1. Auto rental fee;
2. Fuel expenses;
3. Tolls; and
4. Parking Fees (if any).

Special Note – Part-time Referees (e.g. player/coach):

Except for game fees, in order to qualify for any of the reimbursements discussed in this document, part-time referees must be scheduled at least 2/3 of the average number of games assigned to the regular referees for that day. Example – if the average number of games assigned to a referee is 10 then the minimum number of games worked would be 7 ($10 * 2/3 = 6.66$). Local referees that do not play or coach, but who only work part of a tournament day are entitled to mileage reimbursement and meals provided by the host, in addition to game fees.

Revision History

0: 10/4/2016 – Original Issue

1: 1/2/2018 – Added clarification for Assignor definition, cases where assignor is head referee, head referee fees for multiple event locations and zone development fees.