

## **BAC Home Team Participation Program Guidelines**

1. All BAC families are required to complete their Home Team share of BAC swim meet and other activities as illustrated in the attached program chart. Families may choose from various activities to accumulate their hours. Each Home Team activity has a corresponding number of hours which will be tracked and totaled throughout the program period. Depending upon the number of hours achieved at the end of the program period (July 31), families will be eligible for awards. If a family fails to fulfill their Home Team requirements, they will be assessed \$10 per hour not achieved.
  
2. After fulfillment of the Home Team portion of the program, families will have the opportunity to earn additional hours that will accumulate and qualify them for different volunteer status levels: "Big Dawg", "Super Dawg", and "Extreme Dawg" volunteers. Upon fulfillment of the minimum hours associated with each level, families will be eligible for the award corresponding to the level they have achieved.
  
3. Families are required to work the entire scheduled sessions for which they signed up to receive credit for that session.  
**Example:** if you have signed up to work a session as a meet timer, you are responsible for timing that entire scheduled session, as determined by the meet director. If you need to be relieved of timing, it is your responsibility to find someone to take over your position and fulfill your commitment. Please do not ask to leave after your child's last race if you have not finished your entire session -- partial credit will not be given. You need to fulfill your entire session to earn the corresponding hours. Your relief timer will not receive credit -- only the family who has signed up for the slot will receive credit.
  
4. A family's Home Team commitment may be fulfilled by any member of the family or a family friend. Some positions may have minimum age requirements and/or training requirements.
  
5. Only the number of positions offered online for a meet may be staffed to fulfill your required commitment. Example: if only 3 positions are needed to run the concession stand for a meet session, then only the 3 families who signed up for those slots will get credit for working. A fourth person cannot "help out" the day of the meet and obtain credit for working the concession stand if the three allotted slots are already filled unless the meet director or away meet coordinator determines that a need exists.
  
6. The BAC Home Team Volunteer program will run from the beginning of each short course season (August 1) through the end of each long course season (July 31).

7. A family's level of commitment is based upon their most senior swimmer.  
**Example:** if a family has a swimmer in Level 1 and one in Level 4, then the family's Home Team commitment will be based on the Level 4 swimmer.
8. A family's level commitment will stay the same during the duration of the program year based upon the most senior swimmer's group assignment at the beginning of the program, regardless of whether the child is moved up to a more advanced group.  
**Example:** if your child begins the year swimming in the Level 3 group and during the

Swimmer's Level	Total Credit Needed
Level 5 / Level 6	25 credits
Level 4	20 credits
Level 3	15 credits
Level 1 / Level 2	8 credits

program period is moved up to Level 4, your Home Team commitment in terms of hours remains at Level 3 throughout the year.

### BAC HOME TEAM VOLUNTEER REQUIREMENTS

9. BAC has a number of families that do not participate for the entire year (August - July). If you have paid dues for six or more months of the year, but are not a dues-paying member at the final assessment of the year, you will still be responsible for your Home Team hours for that year. If you wish to rejoin BAC again in the fall of 2010, you will be required to pay the assessment fee for any unearned hours from the previous year.  
**Example:** Your children swim in the Level 3 group from September 2010 until May 2011. You do not pay dues in June, July, or August. Your Home Team commitment for the year is 15 hours. When you stop in May, you have only worked 10 hours. When joining BAC in the fall, you will be required to pay for the 5 hours of unearned time at the \$10 per hour rate. *If you know that your child does not swim during the summer months or during certain other portions of the year, it is suggested that you earn as many hours as possible early in the year.*
11. The BAC Home Team Volunteer Program is automated so that families are able to sign up for activities online. Families are also able to review their Home Team

account standing online to see if their Home Team requirement has been met for the current assessment period.

**12. Find your Home Team balance**

- a. Log into your account at [www.bulldogaquatics.com](http://www.bulldogaquatics.com).
- b. Click on the [\\$My Invoice / Payment](#) link on the left side of the page. At the top of this page is a "Volunteer Hours" tab.
- c. Click on this tab and you will see a list of all the activities for which you've received Home Team hours.
- d. Scroll over to the right and you will see your total number of accumulated hours. This will appear as a negative number as the system assumes you begin with a requirement of zero hours and subtract earned hours from zero.  
**For example:** if your balance is -5 hours, you have earned 5 hours toward your commitment. You may also contact the Home Team administrator at [bacswimteam@gmail.com](mailto:bacswimteam@gmail.com).

13. Families who join BAC from the period of August 1 to December 1 are required to completely fulfill the Home Team commitment as set forth in the program for their most senior level swimmer.
14. Families who join BAC from the period of January 1 through April 30 will be required to accumulate half the required Home Team annual commitment.
15. Those families who join BAC from the period of May 1 through July 31 will not have to fulfill any of the Home Team commitment until the beginning of the next Home Team program period -- August 1.
16. Families that join after December 31 will not be subject to any penalty for unearned hours until the July 31 assessment.
17. The BAC Board of Directors and Home Team committee reserve the right to remove any participant from a slot for which they have signed up in a swim meet, if that participant has already fulfilled their Home Team requirement and it is deemed necessary to open that position to allow other members to be able to fulfill their Home Team requirement. If a participant needs to be removed from a signed-up slot, the Home Team committee will notify that participant prior to the start of the meet. Other instances where a participant may be removed include, but are not limited to, cases where the participant is not of the proper age and/or not adequately trained to fill that position.
18. The BAC Board of Directors and Home Team committee reserve the right to review and adjust the hour system as necessary. Additional volunteer opportunities may be offered and/or approved throughout the program period.

19. The BAC Board of Directors and Home Team committee will individually review and make final judgment in any cases of exception to the Home Team Participation Program.
20. The BAC Board of Directors and Home Team committee will individually review and make final judgment in cases of hardship, such as families who are going through an ongoing medical crisis.
21. Please see the BAC website at [www.bulldogaquatics.com](http://www.bulldogaquatics.com) for the answers to some FAQ's.

<b>BAC Home Team Requirements (For a full year)*</b>	<b>Level 5 &amp; 6 Level 4 Level 3 Level 1 &amp; 2</b>	<b>25 credits 20 credits 15 credits 8 credits</b>	<b>Non-fulfillment Assessment \$10.00 / hour</b>
<b>Big Dawgs</b>	<b>Level 5 &amp; 6 Level 4 Level 3 Level 1 &amp; 2</b>	<b>40 credits 30 credits 25 credits 15 credits</b>	<b>Award* -- \$10 Bulldog Bucks certificate</b>
<b>Super Dawgs</b>	<b>60 hours</b>		<b>Award* -- \$15 Bulldog Bucks certificate</b>
<b>Extreme Dawgs</b>	<b>75 hours</b>		<b>Award* -- \$15 Bulldog Bucks certificate and \$5 /month off BAC monthly dues for the following year</b>

**\* Prizes awarded in the volunteer recognition program will be for the highest level earned only.**

## **Bulldog Aquatics Participation Opportunities List**

### **1 credits**

- ★ Purchase food donations for home meets or team events as designated by the Meet Director. Each donation for credit should be equivalent to approximately \$8 - \$10 worth of an item / items for 1 hour of time. (Max of 3 hours)
- ★ Attend a parent meeting organized by the coaches or the board president (max of 4 meetings).
- ★ Assist at swim practices as an “on-deck hand.” (max of 6 hours)

### **2 credits**

#### **Home Meet Opportunities (must work the complete 2 hour shift)**

- ★ Timer (home or away meet)
- ★ Runner
- ★ Concession worker
- ★ Hospitality worker
- ★ Shopping before the meet
- ★ Meet set up (can be a 1-2 hour job)
- ★ Meet tear down (can be a 1-2 hour job)
- ★ Heat Sheet / Team Store sales
- ★ Posting results and preparing awards

#### **Other Opportunities**

- ★ Help with Fall Kick-Off Celebration
- ★ Away meet team assistant / coordinator
- ★ Team sales booth worker during practices
- ★ Swim-a-thon volunteer worker (lap counter, food, etc.)
- ★ Help with Spring Banquet
- ★ Parade chaperone
- ★ Attend a board meeting
- ★ Back to School Bash worker (at Civic Center)

### **4 credits**

- ★ Running meet results computer for a morning or afternoon session
- ★ Running the meet timing console for a morning or afternoon session
- ★ Officiating for a morning or afternoon session (home or away meet)
- ★ Head Timer
- ★ Hospitality room Host / Hostess
- ★ Team leader for swim-a-thon
- ★ Team social coordinator (for individual events, i.e., Christmas party)
- ★ Swim-a-thon decorations chair

### **5 credits**

- ★ Officials Certification

### **10 credits**

- ★ Hospitality / Concession Chair
- ★ Advertising Chair
- ★ Public Relations Chair
- ★ Fundraising Chair
- ★ Team Videographer
- ★ Team Photographer
- ★ Parade Chair

### **15 credits**

- ★ Home Meet Director
- ★ Swim-a-Thon Chair
- ★ Spring Banquet Chair
- ★ Team Store Chair
- ★ Newsletter Editor
- ★ Scrapbook Chair (must maintain a full year)

### **Board Members**

- ★ Board members receive 3 credits per board meeting attended.
- ★ Secretary, Treasurer, and Home Team Administrator receive one additional credit per month.

### **Create Your Own Hours**

- ★ Earn 5 credits for each \$100 of corporate / private sponsorship raised for the Bulldog Aquatic Booster Club through website advertising.
- ★ Earn 20 credits for each \$500 of corporate / private sponsorship raised for the Bulldog Aquatic Booster Club through website advertising.
- ★ Earn credits for any approved creative idea you carry out. Number of hours will be determined by the Home Team committee and may be added for all participants in future years. *Requests must be submitted on the official Home Team Request for Credit form.*