

APPLICATION FOR 2017 ORGANIZATIONAL MEMBERSHIP AND ACCREDITATION

Directions: Please prepare this application for accreditation, sign, and ***send it to your Area Director for review.*** Area Directors will forward these applications to the Special Olympics Ohio State Office for approval. Notification of approved accreditation applications will be sent directly to the local organization. For currently accredited locals, you should send this application to your ***Area Director by September 28, 2016.*** Prospective new locals will submit applications at the time of the formation of their organization.

In planning your accreditation, we are looking at four (4) critical factors:

1. Have you designated the name, address, and phone number of a local coordinator (person in charge of your organization)?
2. Have you indicated whether or not your organization is affiliated with any agencies, school systems, etc. and listed those agencies?
3. Has the local coordinator signed the application agreeing to be knowledgeable of and in compliance with Special Olympics policies and rules?
4. Have you formed a local Advisory Committee that includes an athlete representative on that Committee?

I. ORGANIZATION NAME

County: _____

Organization Name: _____

II. NATURE OF ORGANIZATION

A. This organization serves participants from the following: (Please indicate the number of these agencies that are involved in your local program)

- _____ County Board of DD
- _____ Public School System
- _____ Private School System
- _____ State Developmental Center
- _____ Residential Facility/Group Home
- _____ Parks and Recreation Depts.
- _____ Work Places
- _____ Independent Athletes
- _____ Other (Explain)

B. If your organization serves more than one school system or agency, please list them.

III. ORGANIZATION LEADERSHIP

A. Local Coordinator: Please list the **one** person who will have the primary responsibility for directing the organization's Special Olympics Program, and address to which all communications should be sent. Remember to notify your Area Director and the State Office if this individual's address changes. If the Local Coordinator changes, you must submit a new Local Organization Application. A copy of this Application will be published in the new 2016/17 Local Coordinator's Handbook.

Name: _____ Title: _____

*Address: _____
(*Must be an address you can be reached at year round)

Work Phone: _____ Fax Phone: _____

Home Phone: _____ Cell Phone: _____

****E-Mail Address:** _____
(Print Legibly)

B. Please list the names and addresses of your local committee.

1. Volunteer Training Person

Name _____

Address _____

4. Outreach Chairperson

Name _____

Address _____

2. Fund Raising Chairperson

Name _____

Address _____

5. Finance Chairperson

Name _____

Address _____

3. Family Involvement Chairperson

Name _____

Address _____

6. Athlete Representative

Name _____

Address _____

****You must submit an e-mail address!**

Special Olympics Ohio will be distributing monthly communications, state event information and entry forms via e-mail during the 2016-2017 Program Year.

IV. Please indicate the number of athletes you have participating and/or training in the following sports or activities.

<u>TRADITIONAL SPORT</u>	<u># ATHLETES INVOLVED</u>	<u>TRADITIONAL SPORT</u>	<u># ATHLETES INVOLVED</u>
Alpine Skiing	_____	Gymnastics	_____
Aquatics	_____	Motor Activities	_____
Athletics	_____	Nordic Skiing	_____
Basketball	_____	Powerlifting	_____
Bocce	_____	Roller Skating	_____
Bowling	_____	Soccer	_____
Cycling	_____	Softball	_____
Equestrian Sports	_____	Speed Skating	_____
Figure Skating	_____	Tennis	_____
Golf	_____	Volleyball	_____
Flag Football	_____		

Below please indicate total numbers of athletes and partners involved.

<u>UNIFIED SPORT</u>	<u># ATHLETES INVOLVED</u>	<u>UNIFIED SPORT</u>	<u>#ATHLETES INVOLVED</u>
Alpine Skiing	_____	Speed Skating	_____/_____
Aquatics	_____	Nordic Skiing	_____
Athletics	_____	Rollerskating	_____
Basketball	_____	Soccer	_____
Bocce	_____	Softball	_____
Bowling	_____	Tennis	_____
Golf	_____	Volleyball	_____

Do you have a Varsity Letter Program? _____

Do you have a Partners Club? _____

Do you participate in a Unified Sports League? _____

Do your athletes participate in an Athlete Leadership Program? _____

How many volunteers do you estimate that you will utilize during the 2017 program year? _____

How many coaches do you estimate that you will utilize during the 2017 program year? _____

V. GOVERNING DOCUMENTS

ARTICLE I: MISSION, PURPOSES AND PRINCIPAL OFFICE

The mission of Special Olympics is to provide year-round sports training and athletic competition in a variety of Olympic-type sports for all children and adults with intellectual disabilities, giving them continuing opportunities to develop physical fitness, demonstrate courage, experience joy and participate in a sharing of gifts, skills and friendship with their families, other Special Olympics athletes and the community.

In addition, the Local Organization agrees to follow the Special Olympics Code of Conduct for athletes, coaches and volunteers as outlined in the Local Coordinator's Handbook section on Good Sportsmanship. The Local Organization also agrees to abide by and promote the Spectator Guidelines outlined in the same section.

The Local Organization is a subordinate organization affiliated with and under the general supervision of the Special Olympics Ohio, Inc. (SOOH, Inc.). The organization's exempt status was sought as part of a group exemption application with SOOH, Inc. to include it in the application for income tax exempt status.

ARTICLE II: POWERS OF THE LOCAL ADVISORY COMMITTEE

The Local Advisory Committee shall be responsible for overseeing the effective management, direction and mission of the Local Organization. The essential functions of the Advisory Committee shall be policy making, the assurance of sound management, increasing public awareness of intellectual disabilities, and active participation in the provision of necessary funds. By Special Olympics International General Rules, these Advisory Committees may not act as decision making Boards.

ARTICLE III: MEETINGS & COMMITTEES

There shall be regular meetings of the Local Advisory Committee. There may be special committees as the Local Advisory Committee may establish for the discharge of particular duties. The Local Advisory Committee may at any time discontinue any of its committees for such time as may be determined.

ARTICLE IV: COMPLIANCE WITH SPECIAL OLYMPICS INTERNATIONAL'S CLASS A VOLUNTEER POLICY

The Local Organization agrees to have all Class A volunteers, as defined in the Local Coordinator's Handbook section Volunteer Management, properly registered and approved by Special Olympics Ohio prior to the start of their Class A volunteer responsibilities.

ARTICLE V: DISCRIMINATION PROHIBITED

In administering its affairs, the Local Organization, shall not discriminate against any person on the basis of race, creed, color, national or ethnic origin, sex, age or physical handicaps and/or disability.

ARTICLE VI: COMPLIANCE WITH INTERNAL REVENUE SERVICE CODE

Notwithstanding any other provision of these articles, the Local Organization shall not carry on any activities or take any action not permitted to be carried on by an organization exempt from Federal Income Tax under Section 501(c) (3) of the Internal Revenue Code of 1986.

ARTICLE VI: COMPLIANCE WITH CONCUSSION AWARENESS POLICY

The Local Organization will adhere to the Concussion Awareness Policy announced in the Special Olympics Ohio memo dated April 1, 2013 whereby the Local Coordinator and all Coaches will complete the Concussion Awareness Training mandated by Ohio House Bill 143.

ARTICLE VII: DISSOLUTION

Upon the dissolution of the Local Organization, the Local Governing Committee shall, after paying or making provision for the payment of all of the liabilities of the Local Organization, dispose of all of the assets of the organization to Special Olympics Ohio, Inc.

VII. TERMS OF REQUEST FOR MEMBERSHIP/ACCREDITATION

- A. The organization agrees to support the Special Olympics Outreach effort by promoting Special Olympics and involving as many athletes as possible in training and competition programs.
- B. The organization agrees to attend regular Area Meetings to obtain information on upcoming events, new policies, and rules.
- C. It is understood by the Local Coordinator and organization that as a requirement for membership and accreditation each organization must account in full for all funds raised, collected, expended and held in the previous program year on the provided forms. The coordinator and organization hereby commit to accurately account for these funds in the prescribed manner.
- D. It is understood that there is a need for a firm DEADLINE policy for Special Olympics events at all levels. The Special Olympics Ohio Policy on deadlines contained in the Local Coordinator's Handbook has been read and will be abided by.
- E. The Local Coordinator and Local Organization with the knowledge that accreditation carries with it the responsibility of abiding by the official Special Olympics General Rules, official Sports Rules and the policies and information set forth in the 2016/17 Local Coordinator's Handbook, do hereby request accreditation of the local organization for the 2016/17 Program year.
- F. The local coordinator, by signing below, agrees to adopt the governing documents and terms of request for membership/accreditation.

Local Coordinator

Date

Area Director Review

Date

State Office Approval

Date