



Special Olympics

Alaska

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COMMUNITY PROGRAM

GUIDE

SPECIAL OLYMPICS ALASKA STRUCTURE

Special Olympics, Inc.

Special Olympics, Inc. (SOI) is a worldwide program of sports training and athletic competition open to individuals with intellectual disabilities regardless of their abilities. The International Olympic Committee has granted its official recognition to Special Olympics, Inc. SOI is responsible for the overall leadership and management of Special Olympics while providing technical assistance to the national and state sub-programs.

Special Olympics Alaska, Inc.

Special Olympics Alaska (SO-AK) is a not-for-profit [501(c)(3)] charitable organization incorporated in the state of Alaska to provide sports training and athletic competition for persons with cognitive disabilities. SO-AK is accredited by SOI and responsible for following the policies and rules established by SOI in the delivery of services in Alaska. It is known as a Sub-program of SOI. A volunteer Board of Directors provides policy decisions and long-range planning for SO-AK. The Board employs a President/CEO to hire a staff of people to implement the day-to-day operations. A Community Program is known as the sub-program of Special Olympics Alaska.

Community

Special Olympics Alaska is currently divided into approximately 20 Communities to serve the athletes, coaches, families and volunteers throughout the State. A Community Sub-program consists of a local group of individuals with intellectual disabilities who wish to train and compete in Special Olympics and a Community Director and a Management Team willing to organize safe, quality training for these athletes. The volunteer Community Director oversees all aspects of the Community including training, competition, fund raising, public relations, family involvement, financial responsibilities and administration. They receive all mailings, phone calls and paper work for the community and are responsible for distributing and communicating all pertinent information to their athletes, Community Management Team, head coaches, assistant coaches, family and community members as appropriate. The Community Director agrees to uphold the philosophy, principles and policies of SO-AK for the benefit of the athletes.

Mission

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

History

Soon after President John F. Kennedy took office in 1961, his sister, Eunice Kennedy Shriver launched a crusade to change the way the world treated – or ignored – mental retardation. This re-education program gained credence as the Kennedy's disclosed that one of their own, Rosemary Kennedy, had mental retardation. Throughout the 1960s, Eunice Shriver's commitment saw not only landmark legislation dealing with mental disabilities and disability rights, but was also instrumental in bringing mental retardation out of the darkness and into the light of public acceptance.

The genesis of Special Olympics was a summer day camp that Sargent and Eunice Shriver started in the backyard of their Maryland home. In July 1968, the world witnessed the first International Special Olympics Games at Soldier Field in Chicago. In December of that year, the Joseph P. Kennedy Foundation incorporated Special Olympics. Since then, Special Olympics has grown to

become the largest program of its kind. Special Olympics in Alaska also traces its beginnings to 1968. Erica Ahrens' initial interest blossomed into the first state games in Fairbanks in 1969. Another key player was Chuck Melick, who served as the first games director in Alaska.

Official Goal

The goal of Special Olympics Alaska, Inc. is to help bring all people with intellectual disabilities and/or a closely-related developmental disability, into the larger society under conditions whereby they are accepted, respected and given a chance to become more productive citizens.

Philosophy

Through training, Special Olympics athletes not only acquire specific sport skills to prepare for competition, they also gain an opportunity for even greater participation in family, school and community life. Societal acceptance and inclusion of people with intellectual disabilities ultimately benefits all concerned.

Lifting Spirits through Sports

Special Olympics programs are patterned after the Olympic Games. In fact, Special Olympics is the only organization authorized by the International Olympic Committee to use the word "Olympics" in its name. Like the mainstream Olympics, Special Olympics Incorporated has a truly global presence, with Community programs in every state and in 150 countries. It includes nearly one million athletes and 500,000 volunteers who take part in over 15,000 Special Olympic games around the world, involving 26 summer and winter sports. In Alaska, more than 1000 athletes and over 1000 volunteers are involved in Special Olympics programs in 16 sports.

Founding Principles of Special Olympics

The principles on which Special Olympics was founded, and which must continue to guide the operation and expansion of the global Special Olympics Movement, include the following:

1. People with intellectual disabilities can, with proper instruction and encouragement, enjoy, learn and benefit from participation in individual and team sports, adapted as necessary to meet the needs of those with special mental and physical limitations.
2. Consistent training under the guidance of qualified coaches, with emphasis on physical conditioning, is essential to the development of sports skills, and competition among those of equal abilities is the most appropriate means of testing these skills, measuring progress and providing incentives for personal growth.
3. Through sports training and competition: people with intellectual disabilities benefit physically, mentally, socially and spiritually; families are strengthened; and the community at large, both through participation and observation, is united with people with intellectual disabilities in an environment of equality, respect and acceptance.
4. Every person with intellectual disabilities who meets the eligibility requirements set out in the General Rules should have the opportunity to participate in and benefit from the sports training and athletic competition sub-programs offered by Special Olympics.
5. Special Olympics must transcend all boundaries of race, gender, religion, national origin, geography, and political philosophy, and offer sports training and competition opportunities to all eligible persons with intellectual disabilities in accordance with uniform worldwide standards.
6. Special Olympics celebrates and strives to promote the spirit of sportsmanship and a love of participation in sports for its own sake. To that end, Special Olympics aims to provide every athlete with an opportunity to participate in training and competition events that challenge that athlete to his or her fullest potential, regardless of the athlete's level of ability. Special Olympics therefore requires that Special Olympics Games and Tournaments offer sports and events that are appropriate for athletes of all levels of ability, and in the case of team sports, provide every athlete with an opportunity to play in every game.

7. Special Olympics encourages sports training and competition opportunities at the community level (including schools) as a means of reaching the greatest number of eligible athletes.

OPERATING POLICIES

To provide the most enjoyable, beneficial and challenging activities for athletes with intellectual disabilities, Special Olympics operates in accordance with the following operating policies. The General Rules and the Sports Rules are specifically designed to enforce these policies.

1. Special Olympics training and competition is open to every person with intellectual disabilities who is at least eight years of age and who registers to participate in Special Olympics as required by the General Rules. There is no maximum age limitation for participation in Special Olympics. An Accredited Sub-program may permit children who are at least six years old to participate in age appropriate Special Olympics training programs offered by that Accredited Sub-program, or in specific (and age-appropriate) cultural or social activities offered during the course of a Special Olympics event. Such children may be recognized for their participation in such training or other non-competition activities through certificates of participation, or through other types of recognition approved by SOI that are not associated with participation in Special Olympics competition. However, no child may participate in a Special Olympics competition (or be awarded medals or ribbons associated with competition) before his or her eighth birthday.
2. Special Olympics must offer full participation for every athlete regardless of his/her economic circumstances.
3. Special Olympics is an athlete-centered movement and believes that the athlete is all-important. Promoting athletes as the central focus of each training or competition sub-program or event, developing the physical, social, psychological, intellectual and spiritual qualities of the participants, and providing meaningful opportunities to participate in additional activities that support Special Olympics sub-programming must be the focus of Special Olympics Alaska.
4. Special Olympics encourages coaches and family members of athletes to make every effort to encourage Special Olympics athletes to reach their highest level of athletic achievement in a particular sport and to provide opportunities for them to do so.
5. Each Accredited Sub-program shall offer comprehensive year-round sports training, conducted by qualified coaches in accordance with Sports Rules. Every Special Olympics athlete who competes in a Special Olympics sport at a Games or a Tournament must have been trained in that sport. Training shall include physical conditioning and nutrition education. Accredited Sub-programs shall establish written minimum training requirements for competitors in each Official Sport, in accordance with their respective Accreditation Criteria and these Sports Rules. Athletes who desire to compete in Regional Games, U.S. Multi-State Games or World Games must be trained for at least eight (8) consecutive weeks in the appropriate sport and must have several opportunities to compete (including scrimmages and practice sessions) during that period. Each Accredited Sub-program should offer athletes who are preparing for competitions at other levels within Special Olympics, such as for National Games, U.S. Games or Sub-program Games (e.g. local, community), the same training and competition opportunities as are offered by that Accredited Sub-program to athletes who participate in Regional, U.S. Multi-State and/or World Games.
6. Every Accredited Sub-program must offer a variety of sports events and activities that are appropriate to the age and ability of each athlete and consistent with the Sub-program's accreditation level and that foster full participation by each eligible athlete regardless of level of ability, degree of intellectual or physical disability, or economic circumstances.
7. Every Sub-program must, if required by its accreditation level, include Special Olympics Unified Sports® training and competition in which individuals with and without intellectual disabilities participate together on teams, and the Motor Activities Training Sub-program for individuals with such severe intellectual disabilities that they cannot benefit from standard Special Olympics training and competition Sub-programs.

8. Special Olympics encourages qualified athletes to participate in school, club and community sub-programs where they can train and compete in regular sports activities. The athletes may, at this point, wish to leave Special Olympics or continue to take part in Special Olympics activities as well. The decision rests with the athlete.
9. Special Olympics fully supports the concept of developing sports events for athletes with intellectual disabilities in conjunction with events conducted by sports organizations for individuals without intellectual disabilities. Accredited Sub-programs should encourage other amateur and professional sports sub-programs to include demonstrations by Special Olympics athletes as part of their major events. In addition, Accredited Sub-programs should work with other sports organizations to develop sports events in which Special Olympics athletes may compete with individuals who do not have intellectual disabilities, under circumstances that offer Special Olympics athletes realistic opportunities to excel and compete successfully, whether by participating in the same heats as all athletes or in heats organized specifically for Special Olympics athletes. Special Olympics personnel should work to create a feasible format for these integrated activities.
10. All Special Olympics sports training and competition activities and events shall be conducted in accordance with the General Rules, these Sports Rules, and the other Uniform Standards. Each Accredited Sub-program shall offer sports training and competition programs that meet the highest possible standards in facilities and equipment, athletic attire, training, coaching, officiating, administration, and related events for athletes and their families. Special Olympics sports training and competitions must be held in a manner that protects the participating athletes, provides fair and equitable conditions of competition, and promotes uniformity in testing athletic skills, so that no competitor obtains an unfair advantage over another.
11. Special Olympics believes that every athlete deserves an equal chance to excel during competition. Thus, each competition division within a given event must be structured so that every athlete/team in the division has a reasonable chance to excel during competition. This must be done by placing athletes/teams in divisions according to accurate records of previous performance or trial heats and, when relevant, grouping by age and gender.
12. Special Olympics seeks to promote the spirit of sportsmanship and a love of participation for its own sake by stressing and celebrating the importance of, and personal achievement associated with, each athlete's participation and personal effort in Special Olympics, regardless of comparative ability. Special Olympics believes that every athlete should participate to his/her fullest potential. This means that in team sports each coach must see to it that each athlete has frequent opportunities to participate. This also means that each Games and Tournament should offer as many sports as possible, with events for athletes of all ability levels. Special Olympics promotes this philosophy in the training of its coaches and officials.
13. All Special Olympics Games and competitions — at the community, state, national and international levels — shall reflect the values, standards, traditions, ceremonies, and activities embodied in the ancient and modern Olympic movement, broadened and enriched to celebrate the physical and spiritual qualities of persons with intellectual disabilities so as to enhance their dignity and self esteem.
14. At National and State Games, World Games, and other Special Olympics Games, official medals shall be presented to first, second, and third place winners. Athletes in fourth through eight place shall receive ribbons with all appropriate ceremonies. Those who are disqualified (for reasons other than unsportsmanlike conduct or violations of the divisioning rules) or do not finish an event shall be given a participation ribbon. For competitions at the Community level ribbons may be awarded.
15. Special Olympics training and competition activities must take place in public, with every effort made to attract spectators and generate coverage by the news media, in order to increase public awareness or and support for the need and capabilities of persons with intellectual disabilities.
16. Special Olympics shall offer every athlete multiple opportunities annually to participate in locally based competitions in Official Sports and Nationally Popular, Sports in which he/she is

interested. These activities should include competitions with teams or individuals other than those with whom the athlete usually trains. Each Accredited Sub-program in Alaska offers competition opportunities in at least the number of Official Sports and/or Nationally Popular Sports required by the Accreditation Criteria. In addition, in order to give athletes broader opportunities, community, state, provincial, regional, national and international competitions as well as tournaments shall, subject to available resources, be open to athletes representing the full range of skill levels.

17. Special Olympics is not designed to train elite athletes exclusively, but does provide training and competition for highly skilled and elite athletes with intellectual disabilities. Fair and equitable methods shall be used to select athletes for participation in non-local competitions so that every athlete, regardless of skill level, has an equal opportunity to participate in each competition at his/her skill level.
18. Although Special Olympics is a sports training and competition movement, accredited Sub-programs may offer or cooperate with others who offer, as an adjunct to or integral part of Special Olympics Games, a full range of artistic, social and cultural experiences such as dances, art exhibits, concerts, visits to historic sites, clinics, theatrical and motion picture performances and similar activities.
19. All Special Olympics training and competition must be conducted under the auspices of an organization specifically accredited and sanctioned by SOI to conduct Special Olympics Sub-programs.
20. To the greatest extent possible, Special Olympics activities should be organized by and involve local volunteers, from school and college age individuals to senior citizens, from civic clubs to businesses, in order to create greater opportunities for public understanding of and participation with people with intellectual disabilities.
21. The families of Special Olympics athletes are encouraged to play an active role in their community Special Olympics Sub-program, to share in the training of their athletes, and to assist in the public education effort needed to create greater understanding of the purposes of Special Olympics and of the emotional, physical, social and spiritual needs of people with intellectual disabilities and their families.
22. Special Olympics recognizes the contributions and encourages the participation of other organizations such as schools, parks and recreation departments, institutions caring for those with intellectual disabilities and independent living centers, which conduct sports training for individuals with intellectual disabilities. Accredited Special Olympics Sub-programs should encourage such organizations to train athletes in accordance with Special Olympics rules to facilitate the athletes' participation in Special Olympics competitions.

STATEMENT OF PARTICIPATION

Special Olympics seeks to uphold the spirit of sportsmanship and love of participation for all athletes. Special Olympics in its training of coaches and officials believes in the philosophy that every athlete should participate in events that challenge that athlete's ability level and to his or her fullest potential. This means that in team sports each coach must offer every athlete the opportunity to play in each game. To the Games and Competitions Directors, this means that each Games and Tournament should offer as many sports as practical and events for all levels of the athletes eligible for Special Olympics.

SPECIAL OLYMPICS ALASKA SPORTS RULES

All Special Olympics Alaska competitions shall be conducted in accordance with the Official Special Olympics Sports Rules, which are designed to protect the athletes, provide fair and equitable conditions of competition, and promote uniformity so that no competitor shall obtain unfair advantage over another.

1. The Sports Rules shall govern all Special Olympics Alaska sports competitions. As an international sports movement, Special Olympics has created these rules based upon rules from International Sports Federations and National Governing Bodies. International Sports Federations and National Governing Body rules shall be employed except when they are in conflict with the Sports Rules. In such cases, the Sports Rules shall apply.
2. International Sports Federations govern their respective sports worldwide. The International Sports Federations' members are national organizations that govern sports within a particular country. These organizations are called National Governing Bodies of Sports. The International Sports Federations have jurisdiction over sanctioning and organizing competitions in their respective sports. The International Sports Federations are specifically delegated by the International Olympic Committee the responsibility of handling the technical aspects of their sports at Summer and Winter Olympic Games. The International Sports Federations delegate to the National Governing Bodies the responsibility of overseeing the conduct and the development of their sports at the national level.
3. Accredited Sub-programs should use the sports rules of the International Sports Federations, except when those rules conflict with the Sports Rules (e.g., awards, divisions, eligibility, and modifications). The Accredited Sub-programs may use the sports rules of the National Governing Bodies of their respective countries instead of the rules of the International Sports Federations. It should be noted that some National Governing Bodies may make modifications to the International Sports Federations' Rules. At Special Olympics World Games, the International Sports Federations' Rules shall be used.

ELIGIBILITY FOR PARTICIPATION IN SPECIAL OLYMPICS ALASKA

- **General Statement of Eligibility.** Special Olympics training and competition is open to every person with intellectual disabilities who is at least eight years of age and who registers to participate in Special Olympics as required by the General Rules.
- **Age Requirements.** There is no maximum age limitation for participation in Special Olympics. The minimum age requirement for participation in Special Olympics competition is eight years of age. An Accredited Sub-program may permit children who are at least six years old to participate in age-appropriate Special Olympics training sub-programs offered by that Accredited Sub-program, or in specific (and age-appropriate) cultural or social activities offered during the course of a Special Olympics event. Such children may be recognized for their participation in such training or other non-competition activities through certificates of participation, or through other types of recognition approved by SOI which are not associated with participation in Special Olympics competition. However, no child may participate in a Special Olympics competition (or be awarded medals or ribbons associated with competition) before his or her eighth birthday.
- **Degree of Disability.** Participation in Special Olympics training and competition is open to all persons with intellectual disabilities who meet the age requirements, regardless of the level or degree of that person's disability, and whether or not that person also has other intellectual or physical disabilities, so long as that person registers to participate in Special Olympics as required by the General Rules.
- **Identifying Persons with Intellectual Disabilities.** A person is considered to have an intellectual disability for purposes of determining his or her eligibility to participate in Special Olympics if that person satisfies any one of the following requirements:
 - a. The person has been identified by an agency or professional as having an intellectual disability as determined by their localities; or
 - b. The person has a cognitive delay, as determined by standardized measures such as intelligent quotient or "IQ" testing or other measures that are generally accepted within the professional community in that Accredited Sub-program's nation as being a reliable measurement of the existence of a cognitive delay; or

- a. The person has a closely related developmental disability. A "closely related developmental disability" means having functional limitations in both general learning (such as IQ) and in adaptive skills (such as in recreation, work independent living, self-direction, or self-care). However, persons whose functional limitations are based solely on a physical, behavioral, or emotional disability, or a specific learning or sensory disability, are not eligible to participate as Special Olympics athletes, but may be eligible to volunteer.
- **Multiple Disabilities.** Persons who have multiple disabilities may participate in Special Olympics provided they are eligible under the above eligibility rules.

REGISTRATION AS AN ATHLETE

Required Procedures. All persons who are eligible to participate in Special Olympics Alaska training and/or competition sub-programs must register to participate with their Community sub-program before being allowed by that Community sub-program to participate in any Special Olympics training and/or competition activities. Registration as a Special Olympics Alaska athlete requires:

- Submission of an **Application for Participation in Special Olympics Alaska, Inc. Form**, which contains demographics, health history (completed by parent/caregiver, Atlanto-Axial instability assessment for athletes with Down Syndrome and physical examination (completed by medical examiner); and
- Submission of an **Official Special Olympics Release Form**, which contains a release to be signed by an adult athlete or by the parent/guardian of a minor athlete concerning medical matters and permissions concerning publicity; and
- If applicable a **Special Release for Athletes with Atlanto-Axial instability**, for athletes or parents concerning the potential risks of Atlanto-axial instability in athletes with Down syndrome which contains certification by physician, adult athlete and parent (if minor athlete)
 - a. **Application for Participation in Special Olympics Alaska Form.** Eligible persons desiring to register as Special Olympics Alaska athletes must complete and submit to the Community Sub-program the above listed form for participation in Special Olympics, which outlines the athlete's identifying information and medical background, and contains a physician's report and certification concerning the results of the initial physical examination required below. The Community Sub-program is responsible for submitting the original of all forms to the Special Olympics Alaska, Inc.
 - b. **Athlete Release Form.** A properly signed standardized release must be submitted to the Community Sub-program on behalf of every athlete as part of the athlete registration process. The standardized release shall grant the appropriate Special Olympics entities (e.g., the Accredited Sub-program, SOI, a GOC, etc.) permission to make certain limited uses of an athlete's name and likeness, acknowledge the potential impact on an athlete with Down syndrome of participating in certain sports, and authorize the appropriate Special Olympics entities (e.g., the Accredited Sub-program, SOI, a GOC, etc.) to make arrangements for emergency medical treatment when necessary. The Athlete Release Form must be signed by an adult athlete or by the parent or guardian of any athlete who is legally a minor. In the event of change of guardianship, the form must be resubmitted to identify updated guardianship. The Community Sub-program is responsible for submitting the original of all forms to the Special Olympics Alaska, Inc. Application for Participation in Special Olympics Alaska Forms must be renewed every three years unless otherwise stated by a physician. Completion of the Special Olympics Alaska Release form should be completed once unless there is a change in guardianship for the athlete.

Physical Examination Requirements A physical examination is required as part of the initial registration. All athletes seeking to register for participation in Special Olympics Alaska for the first time must be examined before that registration by a physician or trained medical professional who is not a physician but who is authorized or licensed under the laws of the Accredited Sub-program's jurisdiction to perform medical examinations and make medical diagnoses (collectively, a "Licensed Medical Professional"), and have that Licensed Medical Professional complete the "medical certification" section of the Application for Participation in Special Olympics Alaska Form.

Subsequent Medical Examinations required by an Accredited Sub-program An athlete who completes the initial registration process for participation in Special Olympics and who then continues that participation over a period of more than three years shall be required by the relevant Accredited Sub-program to seek follow-up medical advice before continuing his/her Special Olympics participation.

Participation by Individuals with Down Syndrome Who Have Atlanto-axial Instability In light of medical research indicating that up to 15% of individuals with Down syndrome have a mal-alignment of the cervical vertebrae C-1 and C-2 in the neck known as Atlanto-axial instability, exposing them to possible injury if they participate in activities that hyperextend or radically flex the neck or upper spine, all Accredited Sub-programs must take the following precautions before permitting athletes with Down syndrome to participate in certain physical activities:

1. Athletes with Down syndrome may participate in most Special Olympics sports training and competition, but shall not be permitted to participate in any activities which, by their nature, result in hyper-extension, radical flexion or direct pressure on the neck or upper spine, unless the requirements of subsections (2) and (3) below are satisfied. Such sports training and competition activities include: butterfly stroke and diving starts in swimming, diving, pentathlon, high jump, squat lifts, equestrian sports, artistic gymnastics, football (soccer), alpine skiing and any warm-up exercise placing undue stress on the head and neck.
2. An athlete with Down syndrome may be permitted to participate in the activities described in subsection (1) above if that athlete is examined (including x-ray views of full extension and flexion of neck) by a physician who has been briefed on the nature of the Atlanto-axial instability condition, and who determines, based on the results of that examination, that the athlete does not have an Atlanto-axial instability condition.
3. An athlete with Down syndrome who has been diagnosed by a physician as having an Atlanto-axial instability condition may nevertheless be permitted to participate in the activities described in subsection (1) above if the athlete, or the parent or guardian of a minor athlete, confirms in writing his or her decision to proceed with these activities notwithstanding the risks created by the Atlanto-axial instability, and two (2) Licensed Medical Professionals certify in writing that they have explained these risks to the athlete and his/her parent or guardian, and that the athlete's condition does not, in their judgment, preclude the athlete from participating in Special Olympics. These statements and certifications shall be documented and provided to Accredited Sub-programs using the standardized form approved by SOI, entitled "Special Release for Athletes with Atlanto-axial Instability," and any revisions of that form, approved by SOI (the "Special Release Concerning Atlanto-axial Instability").

VOLUNTEER SCREENING POLICY AND ACTION PLAN

Policy

A person's participation in Special Olympics Alaska as a volunteer is an opportunity and privilege; not an entitlement. SO-AK has the right and responsibility to protect the well-being and safety of all participants: athletes, coaches, volunteers, staff and spectators. Although SO-AK cannot guarantee the safety of all participants, it recognizes the responsibility to take all reasonable steps to promote and ensure a safe environment for all participants. To that end, after considerable study and investigation, SOI has developed and adopted a mandatory volunteer screening policy to set certain standards for each of the U.S. programs to follow with regard to both Class A and Class B volunteers.

Special Olympics Alaska, in order to implement the U.S. Volunteer Screening Policy adopted by SOI for all U.S. programs, adopts the following Policy and Procedure.

Application Process

To be considered for participation with SO-AK, all volunteers must submit an original signed, completed and truthful Volunteer Application. Failure to do so may result in rejection of the application, or termination from the sub-program.

The decision of SO-AK with regard to any volunteer's application rests within the sole and absolute discretion of SO-AK with final decisions made by its President/CEO. In exercising that discretion, SO-AK shall be guided by its mission statement, the policy and procedure set forth herein, and the standards set forth in the SO-AK Program Guide and General Rules.

Implementation

Current SO-AK Volunteers

1. All current Class A volunteers (age 18 and older) on file at SO-AK since January 1, 2005 will have a back ground check conducted. Community Directors will be contacted regarding forms on file with missing information.
2. Background checks will be conducted by authorized SO-AK staff.
3. Volunteer applications for potential volunteers older than 14 and under the age of 18 will receive a screening by SO-AK.
4. Community Directors will be informed of all Class A volunteers (age 18 and older) that have been approved by SO-AK.
5. Upon denial of any Class A volunteer (age 18 and older) the Area Director will be notified by an authorized SO-AK staff member. A letter will be sent directly to the applicant.

Volunteers as of July 5, 2005

1. Community Directors receive volunteer applications from potential volunteer and ensures form is complete. Only completed forms will be processed.
2. Community Director sends original volunteer application form to SO-AK.
3. Community Directors should allow 1-3 weeks for volunteer applications and notification to be processed.
4. All current Class A volunteers (age 18 and older) on file at SO-AK will have a back ground check conducted.
5. Background checks will be conducted by authorized SO-AK staff.
6. Volunteer applications for potential volunteers older than 14 and under the age of 18 will receive a screening by SO-AK.
7. Community Directors will be informed of all Class A volunteers (age 18 and older) that have been approved by SO-AK.

8. Upon denial of any Class A volunteer (age 18 and older) the Community Director will be notified by an authorized SO-AK staff member. A letter will be sent directly to the applicant.

Notes

1. Children 10 and under are not eligible to volunteer, but are welcome to attend games as spectators.
2. Volunteers under the age of 14 are not eligible for Class A volunteer positions.
3. Volunteers under the age of 14 are eligible for certain Class B positions, with the approval of SO-AK.
4. All questions should be directed to the Vice President/COO.
5. The current SO-AK application is being updated.

CLASS A VOLUNTEERS

- Volunteers who have regular, close physical contact with athletes
- Volunteers in positions of authority or supervision (real or perceived)
- Volunteers in a position of trust with athletes
- Coaches
- Unified Partners
- Chaperones
- Athlete Leadership Program Mentors
- Overnight Hosts
- Drivers of Athletes
- Volunteers who have administrative and/or fiscal authority who act on behalf of SO-AK
- Fundraising Event Committee Members
- Games Organizing Committee Members
- SO-AK Board of Directors
- Area Management Team Members
- Minor (according to state law) volunteers who have regular, close contact with athletes
- Minor Unified Partners

CLASS B VOLUNTEERS

- Single day, single event or fundraiser volunteers
- Volunteers who only have limited contact with athletes who are accompanied by Class A Volunteers
- Healthy Athletes volunteers
- Volunteers who drive vehicles on behalf of Special Olympics not transporting athletes
- Minor (according to state law) single day or single event/fundraiser volunteers
- Minor who have limited contact with athletes who are accompanied by their coaches or chaperones

PROTECTIVE BEHAVIORS

The Protective Behaviors training material (online course) is a critical tool for protecting Special Olympics athletes from sexual, physical, and emotional abuse. The [Protective Behaviors](#) training is required of all Class A Volunteers (Class A Volunteers as defined in the Special Olympics US Volunteer Screening Policy) and staff members. It must be completed to be eligible to volunteer as a class A volunteer for Special Olympics Alaska. Class A volunteers are required to take the training once.

SPORTS TRAINING AND COMPETITION

Special Olympics Inc. has approved twenty-six Olympic Sports for participation by individuals with intellectual disabilities. Special Olympics Alaska currently offers sixteen Unified and Traditional sports at Community/State level training and competition.

Special Olympics Alaska currently offers four sports seasons and state competitions annually. Each athlete must complete a minimum of 10 hours of training within 2 months prior to competing at a Community competition. Athletes must compete at a Community competition to advance to a state competition.

Training and competition is offered in the following sports. State competitions are:

<u>Winter Sports</u>	Alpine Skiing, Figure Skating, Cross Country Skiing, Snow Shoeing, Snowboarding, Unified Floor Hockey, Speed Skating
<u>Summer Sports</u>	Aquatics, Traditional and Unified Basketball, Athletics, Gymnastics, Powerlifting
<u>Fall Sports</u>	Unified Adult Bocce, Equestrian, Unified Golf
<u>Bowling</u>	Team Bowling (Traditional and Unified)

Fees Policy

1. No Accredited Sub-program or Games Organizing Committee may require Special Olympics athletes or their families to pay or promise to pay any type of admission, registration, training, participation, or competition fee, or any other fee or charge of any type as a condition for admission to any Special Olympics event or activity, or as a fee for the athlete's participation in any Special Olympics or competition (collectively, "Prohibited Fees"). Such payment, fees or charges would be in direct conflict with the goal of Special Olympics to provide every person with intellectual disabilities with the opportunity to participate in sports training and competition, regardless of financial circumstances.
2. The preceding paragraph does not prohibit Special Olympics Alaska from charging accreditation fees to its community sub-programs to help defray the cost of administering those community sub-programs in accordance with the General Rules, so long as the amount of any such accreditation fee is reasonable and is approved by SOI, and so long as the community sub-program required to pay that fee does not charge or accept any Prohibited Fees from athletes or their families.
3. Special Olympics Alaska and its community sub-programs are solely responsible for raising adequate funding, through grants, donations, sponsorships and fund-raising projects, to pay for its own sub-program and administrative operations.

Medical and Safety Requirements

1. Accredited Sub-programs and GOC's must conduct all sports training and competition activities in a safe environment, taking all reasonable steps to protect the health and safety of athletes, coaches, volunteers and spectators, and must adhere to sport-specific medical and safety requirements as contained in the Sport Rules.
2. Accredited Sub-programs shall provide for adequate supervision and coaching for all athletes. For all training and competition activities, a four-to-one (4:1) athlete-to-coach ratio shall be maintained.
3. In addition, Accredited Sub-programs and GOC's must comply with the following minimum standards for medical facilities and safety precautions at the sites of competitions (in addition to the sport-specific requirements of the Sports Rules),
4. Minimum Medical Facilities at Large Competitions:
 - a) A qualified emergency medical technician must be in attendance or readily available at all times.

- b) A Licensed Medical Professional must be on-site or on immediate call at all times during the competition.
 - c) All first aid communities must be clearly identified, adequately equipped, and staffed by a qualified emergency medical technician for the duration of the event.
 - d) An ambulance, resuscitator and other appropriate medical equipment, particularly equipment for handling seizures, must be readily available at all times.
5. Minimum Safety Precautions at Competitions:
- a. Adequate precautions must be taken to avoid exposing athletes to sunburn, hypothermia, or other conditions or illnesses caused by exposure to the elements.
 - b. Special precautions must be taken when holding competitions at high altitudes, including providing training recommendations for athletes before the competition and equipping the competition venues with oxygen tanks.
 - c. Ample water or other liquids must be provided for athletes throughout the competition, and athletes should be encouraged to take appropriate water breaks.
 - d. Special precautions must be taken to insure that each participant receives any medications that have been prescribed for his/her use.
 - e. Competition organizers, officials and coaches must take into account the cardiovascular effect and level of strenuousness of a sport when setting the competition schedule for that sport, taking into account the length of competition, weather conditions, the physical ability of the participants, and the need for adequate rest periods. In general, athletes should be given adequate time between trials, finals and competitions, and teams should be given adequate time between the end of one competition and the next round of competition.
 - f. Protective eyewear is required for monocular athletes participating in dynamic reactive sports (e.g., basketball, softball, volleyball) and strongly recommended for athletes who wear street glasses and participate in these activities.
 - g. Protective headgear must be worn by athletes when participating in the following sports: cycling, equestrian, floor hockey, softball (for batters and base runners), speed skating, and alpine skiing (for giant slalom and downhill event).

Divisioning

- a) Special Olympics competitions provide athletes with the opportunity to demonstrate sports skills they have acquired during training. Special Olympics athletes, like all dedicated athletes, should strive for their best performance at each competition. To enhance the competitive experience of the athletes, competitions should be organized to highlight the athletes. In Special Olympics, this means that regardless of an athlete's place of finish, each performance is considered a personal victory. The athlete is paramount.
- b) Special Olympics has developed modified rules, when necessary, in order to maximize successful participation of all athletes and encourage competition throughout every level of the organization. Competitions must be conducted consistently, in accordance with recognized rules and capably officiated. In addition, family, friends, and spectators should be given the opportunity to share in the athletes' achievements during the competition.
- c) The fundamental difference that sets Special Olympics competitions apart from those of other sports organizations is that athletes of all ability levels are encouraged to participate and every athlete is recognized for his or her performance. Competitions are structured so that athletes compete with other athletes of similar ability in equitable divisions. Historically, Special Olympics has suggested that all divisions be created so that the variance between the highest and lowest scores within that division not differ by more than 10%. This 10% statement is not a rule, but should be used as a guideline for establishing equitable divisions when the number of athletes competing is appropriate.
- d) Athletes shall be divided into competition divisions based upon their gender, age, and ability. Competition divisions are structured so that athletes compete against other athletes of similar

ability in equitable divisions. A fair and equitable division is one in which all participants, based on performance records, have a reasonable chance to excel. This definition also applies to team competition.

- e) In team sports competition, the Skills Assessment Tests score and a classification round of games shall be used to determine competitive divisions. A classification round involves teams determined by the sport-specific Skills Assessment Tests scores submitted with the registration for the event.
- f) In the sports of gymnastics, figure skating, diving, and equestrian sports, all of which require judging, the “10 percent guideline” is not appropriate for use in divisioning. Nevertheless, athletes shall be placed in competitive divisions based upon performance capabilities.
- g) A division shall consist of a minimum of three and a maximum of eight competitors or teams. If there are not at least three competitors or teams in a division, divisions shall be combined to meet the required minimum number of competitors or teams.
- h) Ideally, a sufficient number of athletes or teams will participate at every competition so that equitable divisions of three to eight athletes or teams can be structured. The procedures for divisioning have been developed to assist SO-AK in applying the principles of fair and equitable competition to athletes of all ability levels within their competitions. Experience has shown that in some competitions, however, there will not be a sufficient number of athletes within every age, gender and ability level to structure ideal divisions. In addition, there may be other factors, such as cultural or demographic influences, that have a further impact on the divisioning process.
- i) The primary focus throughout the divisioning process should be on the competitiveness of the Special Olympics athlete. SO-AK is entrusted with this responsibility and must meet the challenge of providing Special Olympics athletes with quality competition.

Responsibilities of the Competitor

- a) Every athlete shall abide by the letter and spirit of the rules and be responsible for conducting himself or herself in a sportsmanlike manner at all times. Athletes who do not conduct themselves in this manner, or who are offensive by action or language toward other athletes, coaches, volunteers, opponents, officials, and/or spectators, may be disqualified from further participation.
- b) Athletes who do not participate honestly and with maximum effort in all preliminary trials and/or finals shall be disqualified from all remaining events by the relevant Sports Rules Committee at the competition.

Responsibilities of the Coach

- a) Coaches shall place the health and safety of Special Olympics athletes above all else.
- b) Every coach shall abide by the letter and spirit of the rules and be responsible for conducting himself or herself in a sportsmanlike manner at all times. Coaches who do not conduct themselves in this manner, or who are offensive by action or language toward athletes, other coaches, volunteers, opponents, officials and/or spectators, may be prohibited from coaching.
- c) Coaches shall be knowledgeable about all existing Special Olympics and International Governing Body competition rules and regulations applicable to their sport and shall prepare their athletes prior to competition in accordance with those rules.
- d) Coaches shall ensure that athletes compete in events within their sport that challenge their potential and are appropriate to their ability.
- e) Coaches shall be honest and instruct athletes to compete with maximum effort in all preliminary trials and/or finals, or he/she shall be prohibited from coaching by the relevant Sports Rules Committee at the competition.
- f) Team coaches shall ensure that athletes of all ability levels on a team participate in every game.

- g) Coaches are responsible for assuming that the reported assessments and preliminary or qualifying scores for their athletes accurately reflect the ability of their athletes. If for any reason, this assessment or score is not considered correct by the coach, it is the responsibility of the coach to notify the Competition Manager.
- h) Team coaches shall be responsible for adhering to the established divisioning rules of each competition and for reporting any incorrect divisioning to the Competition Manager.

CRITERIA FOR ADVANCEMENT TO HIGHER LEVEL OF COMPETITION

Introduction

Competitions are held at a number of levels within the Special Olympics Movement. The criteria used to determine how athletes from all sports advance from one Games or Tournament to the next is an important responsibility each Accredited Sub-program must administer. The criteria for athlete advancement, along with the divisioning procedures, are considered two of the most critical elements of Special Olympics and serve to distinguish it from virtually every other sports organization in the world. Adherence to the fundamental principles of athlete advancement is essential for the consistent implementation and development of Special Olympics programs world-wide. In addition, Accredited Sub-programs are encouraged to develop selection criteria for coaches based on technical background and practical experience that will enhance the competitive experience of Special Olympics athletes.

Fundamental Principles

Athletes of all ability levels have an equal opportunity to advance to the next higher level competition. Each competition reflects all aspects of the previous competition, including but not limited to the age, gender and ability level of athletes and the variety of sports events competed in at the previous competition.

Quota Allocation

All Accredited Sub-programs need to have a system for quota allocation to manage the number of athletes attending a competition. The quota allocation process utilized shall not violate the Fundamental Principles of athlete advancement (listed above). The procedures used for selecting athletes to fill assigned quotas for an event must follow the procedures set forth in this section, unless a waiver is granted from the appropriate body.

Eligibility for Advancement.

An athlete is eligible to advance to the next competition provided she or he has:

1. Participated in an organized training program directed by a qualified coach consistent with Special Olympics rules of training and competition (e.g., Sports Rules, Sports Skills Guide, etc.), and occurring at a level of frequency that provides necessary skill acquisition and preparation for competition in the specific sports and events in which the athlete competes. The recommended minimum training time is 10 hours within two months prior to the competition.
2. Participated in the previous competition (e.g., an athlete must compete in the National/U.S. Games before advancing to the World Games), with the following two exceptions:
 - a) When the Games or Tournament is the first competition opportunity for an athlete (e.g., at the Community level), previous competition experience is not required. Some flexibility is also left to Accredited Sub-programs for determining, in exceptional circumstances, eligibility for participation prior to completing the recommended minimum training time (e.g., a basketball team may begin league play after five one-hour practices).
 - b) A team for which there has been no competition opportunity at a Tournament or Games shall be eligible to advance to the next competition. Training and previous competition

experience must be in the same sport as the athlete will be competing in at the next competition. If additional events within that sport are available at the next competition, athletes should receive proper training prior to advancing.

Procedure for Athlete and Team Selection

1. Determine number of athletes or teams that will be allowed to participate at the next competition by sport and/or event. This is the quota to be filled.
2. Identify the number of athletes or teams eligible for advancement within the sport/event based on eligibility requirements.
3. If the number of eligible athletes or teams does not exceed the quota, all athletes and teams shall advance.
4. If the number of eligible athletes or teams exceeds the quota, athletes or teams that advance shall be selected as follows:
 - a) Priority is given to first place finishers from all divisions of the sport/event. If the number of first place finishers exceeds the quota, select athletes or teams to advance by random draw.
 - b) If there are not enough first place finishers to fill the quota, all first place finishers shall advance. The remaining quota shall be filled by a random draw of second place finishers from all divisions of the sport/event.
 - c) If the quota is large enough for all second place finishers to advance, the remaining quota shall be filled by a random draw of third place finishers from all divisions of the sport/event.
5. Repeat this process, adding each place of finish as necessary, until the quota is filled.
6. These procedures apply to both individual and team sports.
7. An athlete shall not be barred from advancement based on prior competition experience (e.g., an athlete shall not be prohibited from advancing to World Games solely on the basis that she or he attended World Games in the past).
8. Special Olympics Alaska may add additional criteria for advancement based on behavior, medical or judicial considerations and/or to deviate from these advancement procedures due to the size or nature of their program.

SPONSORS, NAMES OF EVENTS, CLOWNS AND CHARACTERS

Identification of Sponsors

Corporate sponsors or other organizations that support Accredited Sub-programs shall be recognized by Accredited Sub-programs only as "sponsors," "providers," or "supporters" of the Accredited Sub-program, or other similar terminology. Accredited Sub-programs shall not permit such companies to include the name "Special Olympics," the name of the Accredited Sub-program, or any other SO Mark in their own names or in the names of their products or services.

When a corporation or other organization provides financial support for a Special Olympics competition conducted by an Accredited Sub-program, that corporation or organization may describe itself, and/or may be listed in signage, publicity and promotional materials, only as a "sponsor," "provider," or "supplier" of the Special Olympics event. To protect the ownership and integrity of the Special Olympics name and proprietary symbols, sponsors may never include their corporate, organization or product names in the title or name of the event itself. For example, if "Company" is the sponsor of an Accredited Sub-program's Basketball Tournament, the event shall not be named or described as the "Company's Special Olympics Basketball Tournament." Accredited Sub-programs are encouraged to contact SOI if they have questions about the appropriate billing and recognition to be given to the Sub-program's event sponsors.

Name of Fund-Raising Events

Corporate sponsors or other organizational supporters of an Accredited Sub-program that conduct their own promotional or fund-raising events for the benefit of the Accredited Sub-program may identify their own events using their company or product names and may indicate that the events are "for the benefit of" the Accredited Sub-program, but shall be required to use the name of the Accredited Sub-program only in accordance with the Uniform Standards and with any more specific requirements that may be imposed by the affected Accredited Sub-program. SOI shall have an ongoing right to approve the ways in which any SO Mark is used by such companies, or by Accredited Sub-programs, in announcing and publicizing their support for Special Olympics. Accredited Sub-programs are responsible for reviewing and approving, in advance, all advertisements or promotions for such events that will refer to the name "Special Olympics" in order to insure that they comply with the regulations.

Clowns, cartoon-related and product-related characters add to the festive nature of an Olympic Town and can play a significant role in providing a fun and entertaining community for Games athletes and guests. However, it is a Special Olympics policy that clowns and cartoon-related and product-related characters shall be restricted to Olympic Town as entertainment events and are specifically prohibited from appearing at the following: Opening Ceremonies, Closing Ceremonies, Awards Venues, Sports Venues, Victory Banquets. This restriction is necessary to ensure that Special Olympics Games and competitions continue are true sports events carried on with true Olympic dignity and pageantry.

Face painting activities are prohibited at any Special Olympics Games, tournaments, competitions, exhibitions or demonstrations. This prohibition includes those activities as part of Olympic Town activities.

ASSOCIATION OF SPECIAL OLYMPICS NAME AND LOGO WITH TOBACCO PRODUCTS AND ALCOHOLIC BEVERAGES

1. Use of Alcoholic Beverages and Tobacco Products. No Accredited Sub-program shall knowingly permit the use of any alcohol or tobacco products at any Special Olympics training or competition venue.
2. Prohibitions Concerning Association of the Special Olympics Name or SO Marks with Alcoholic Beverages and Tobacco Products. No Accredited Sub-program shall permit the name "Special Olympics," the SO Logo or any other SO Mark to be publicly or visibly connected or associated with the name or trademark of any of the following companies or products:
 - a) any tobacco product, or the manufacturer or distributor of a tobacco product;
or
 - b) any alcoholic beverage, or the manufacturer or distributor of an alcoholic beverage.
3. Permitted Activities. The prohibition set forth in the preceding subsection shall not prevent an Accredited Sub-program from engaging in or authorizing any of the following:
 - a) Accepting a so-called "blind" contribution that is not publicized, promoted or publicly acknowledged by the Accredited Sub-program in any way (except to the extent that the source of the contribution must be reported on tax returns or other filings made with governmental authorities, which are then available for public inspection);
 - b) Allowing the name "Special Olympics," the SO Logo, and/or other SO Marks to be publicly associated with the names of products that are not tobacco products or alcoholic beverages, even if they are manufactured or distributed by companies that also manufacture or distribute tobacco products or alcoholic beverages;
 - c) Allowing the name "Special Olympics," the SO Logo, and/or other SO Marks to be publicly associated with the names of manufacturers or distributors of alcoholic beverages, as distinguished from the products or the product names themselves, if

those company names do not contain the brand name or generic title of an alcoholic beverage.

4. Obtaining Required Guidance from SOI. An Accredited Sub-program shall contact SOI or guidance and further authorization in any instance where it is uncertain whether the Accredited Sub-program may accept funds or other support from a company associated with tobacco products or alcoholic beverages. SOI's decision on such matters will be final and binding on the Accredited Sub-program.

COMMERCIAL MESSAGES

1. Commercial Messages on Athlete Uniforms and Competition Numbers. In order to avoid commercial exploitation of persons with intellectual disabilities, no uniforms, and no bibs or other signs bearing competition numbers, that are worn by Special Olympics athletes during any competition or during any opening or closing ceremonies of any Games may be emblazoned with commercial names or commercial messages. The only commercial markings that may be displayed on athletes' uniforms during Games competitions and opening and closing ceremonies are the normal commercial markings of the manufacturer. For purposes of this subsection, "normal commercial markings" are limited to the following:
 - a. On larger clothing items, such as shirts, jackets, pants, jerseys, and sweatshirts, one logo or commercial name per clothing item is permissible, if that name or display does not exceed an community of six square inches or about thirty-nine square centimeters (such as a display measuring 2" x 3" or 5.08 cm x 7.62 cm);
 - b. On small clothing items, such as caps, socks, hats, gloves and belts, one logo or commercial name per clothing item is permissible, if that name or display does not exceed an community of three square inches or 19.35 square centimeters; and
 - c. On athletic shoes, no logos or commercial names are permissible except for games and logos that are included by the manufacturer on athletic shoes that are sold to the general public.
2. Commercial Markings on Other Athlete Apparel or Accessories. Special Olympics athletes who are not engaged in competition or in opening/closing ceremonies may wear, carry, or use at Games venues other than the sites of competition (such as at training or practice sessions) clothing and/or non-apparel items that are not part of their sports equipment (such as tote bags,) that contain small and attractively designed identifications of corporate or organizational sponsors.
3. Displays of Commercial Messages by Volunteers. Volunteers may wear clothing that bears small and attractively designed names or logos identifying corporate or organizational sponsors while attending Games competitions, so long as those displays do not exceed an community of six square inches or its metric equivalent.
4. Displays of Commercial Messages by Sports Officials. Sports officials may not wear, carry or use clothing or other apparel items that contain the names or logos of corporate or organizational sponsors (except for the normal commercial markings permitted under subsection (1) above) during the opening or closing ceremonies of any Games, at the site of any Games competition or demonstration, or while officiating at any Games competition or demonstration. At other times, or at Games venues other than the sites of opening and closing ceremonies, competitions or demonstrations (such as at the sites of training and practice sessions), officials may wear, carry or use clothing or other items that contain sponsors' names or logos if those displays comply with those permitted to be displayed by volunteers under subsection 3.
5. Displays of Commercial Messages at Opening Ceremonies. The opening ceremonies of all Games shall celebrate the athletic skill, accomplishments, and courage of Special Olympics athletes in a colorful atmosphere of dignity and joy consistent with the Olympic spirit and the Founding Principles. It is the policy of SOI that no banners or other signage bearing the names of commercial sponsors or their products may be displayed at the site of the opening ceremonies of

any World Games, Regional Games, or Multi-National Games. Accredited Sub-programs may permit commercial banners and signage at their opening ceremonies if such banners and signage are subordinate to Special Olympics pageantry, do not violate any other provision of this Section X, and are in utmost good taste consistent with the first sentence of this subsection.

6. Displays of Commercial Messages at Other Games Venues. SOI, a GOC, or an Accredited Sub-program may display, or permit others to display, banners or other signage recognizing the support of commercial sponsors at competition venues, at the venue where closing ceremonies are held, and at venues of Games events other than opening ceremonies, so long as such displays otherwise comply with the General Rules and the other Uniform Standards.
7. Prohibition and Display of National Flags. No national flags shall be displayed by any athletes, coaches, or other members of any Accredited Sub-program's Official Delegation at any Games events.

OFFICIAL LOGO

1. Required Use of SO Logo. Each Accredited Sub-program shall use the SO Logo in conjunction with the name of the Accredited Sub-program on all official Accredited Sub-program materials, including, without limitation, on its stationery, business cards, news release letterhead, Games programs, yearbooks, flags and banners, athletes' number tags, athletes' uniforms, posters, brochures, and all informational and promotional material distributed to participants in Special Olympics, to sponsors, or to the general public.
2. Use of Official Credit Line. The official credit line to be used by all Accredited Sub-programs (the "Official Credit Line") consists of the following:

Created by the Joseph P. Kennedy, Jr. Foundation

Authorized and Accredited by [Affiliated with] Special Olympics, Inc.

for the Benefit of Persons with Intellectual disabilities [Mental Handicap]

The Official Credit Line shall be displayed prominently on all stationery, brochures, annual reports, news releases, and other printed materials, and in films, slides or video presentations, that are produced or distributed by Accredited Sub-programs. When feasible, the Official Credit Line should also be included in television credits displayed in connection with any sub-programming that is filmed and broadcast by a local station within an Accredited Sub-program's jurisdiction. The specifications for reproducing the Official Credit Line are set forth in the Graphic Standards Guide. Accredited Sub-programs outside the United States may, when using the Official Credit Line, substitute the words "mental handicap" for the phrase "intellectual disabilities."

COMMUNITY SUB-PROGRAM STRUCTURE

Community Program

Special Olympics Alaska provides technical assistance to 20 local community sub-programs in communities across Alaska that provide training at the local level. These sub-programs are organized in communities as large as Anchorage, Fairbanks, Juneau, Ketchikan, Kenai Peninsula, Kodiak and the Mat Su Valley, to rural Alaskan towns as small and remote as Barrow and Nome. These grassroots sub-programs are the heart of Special Olympics Alaska. They are the point of entry for athletes and families, and provide the best forum for community support, including a critical volunteer force.

Community Director

The Community Director directs all aspects of local Special Olympics Alaska sub-program within an identified geographic community on a year-round basis to ensure that quality sports training and competition is available to all eligible individuals. The Community Director serves as the director

and leader of the Community Management Team, providing support and motivation to its team members and volunteers.

Community Management Team

The purpose of the Community Management Team (CMT) is to divide the work of managing a Community between several lead volunteers; therefore, providing the foundation for enhanced services to athletes and allowing more volunteers to reap the benefits of being involved with Special Olympics. A CMT is a working team, not an advisory committee or governing board.

While there is no single “model” of a structure that is ideal for every Community sub-program, there are a series of principles that apply to all types of structures or models. These principals can be adapted to fit the organizational structure which best meets the needs and opportunities of individual Special Olympics Alaska Community sub-programs.

The principles for effective Community management:

- The community director’s role is that of a director and team leader.
- A CMT consists of the following leaders/committees.
 - Sports and Training
 - Competition
 - Outreach
 - Fundraising
 - Finance
 - Volunteer
 - Communications/Public Relations
 - Family Services
 - Medical Records
 - Athlete Representative
- Creative volunteer management is utilized including assessment of volunteer needs, recruitment, orientation, training, evaluation and recognition.