



# Competitive Team

## Tournament & Travel Expenses



### Team Tournaments & Special Leagues

1. NFC Select and NFC Academy are allocated a budget amount to register and play in local and travel tournaments to include any special league outside of NYSL
  - a. Budget amounts are based on the average cost of local tournaments
  - b. Budget amount is calculated to “cover” two (2) tournaments; one in Fall and Spring.
  - c. Budget may be used to register into a special league – in addition to NYSL
  - d. Contact the DOC or Treasurer for specific budget amount
2. Coaches or Team Managers may register for tournaments of their choice.
3. Older teams (U15+) are expected to play in either the Presidents Cup or State Cup; this additional third tournament is reflected in their higher budget.
4. Depending on the tournament registration requirements, Coaches or Team Managers may have to pay in advance using their personal credit card or other financial account (ACH/PayPal/Venmo)
5. BSC will generally not provide its credit card to coaches or team managers to pay for a tournament/special league.
6. BSC will only reimburse tournament registration up to the teams’ budget amount. Any amount “spent” above the budgeted amount must be paid by the team (i.e. a third tournament).
7. Excess budget money not used will not be refunded to the team, players or coach.
8. Direct any questions about tournament budgets to the Treasurer.

### Requesting Tournament Funds

1. IF a Coach/Team Manager uses a personal account or credit card to register; BSC will reimburse the payer by check or PayPal – BSC cannot use Venmo. To request reimbursement provide the following info to the Treasurer ([treasurer@bscneb.org](mailto:treasurer@bscneb.org)):
  - a. Team name
  - b. Name and cost of tournament
  - c. A copy of the registration confirmation
  - d. Name and address of payer for reimbursement
  - e. For a PayPal reimbursement; provide email used for PayPal account
2. If the tournament allows for sending a check for registration, BSC will send a check directly to the tournament. Provide the following info to the Treasurer ([treasurer@bscneb.org](mailto:treasurer@bscneb.org)):
  - a. Team name
  - b. Name and cost of tournament
  - c. A copy of the registration confirmation



# Competitive Team

## Tournament & Travel Expenses



### Coach's Travel Expenses

1. Our NFC Select teams are allocated a budget amount to cover a coach's out-of-area travel expenses for food, gas, and hotel room.
  - a. Budget amount is calculated to "cover" one (1) out-of-area tournament.
  - b. Budget may also cover travel expenses to any special league games (not NYSL)
  - c. Contact the DOC or Treasurer for specific budget amount for travel expenses.
2. Coaches get \$40/day per-diem (meals & essentials) and half that for travel days. A full day consists of at least six (6) hours spent at the tournament location for games or tournament related events. For a normal weekend tournament per-diem may be \$100 (\$20+\$40+\$40).
3. Coaches can receive \$0.20 per mile gas allowance if they drive their own vehicle to an away tournament. Mileage is paid from BSC Complex to the tournament complex and calculated by Google Maps. No allowance is paid for extra driving in/around town or side excursions.
4. Coaches will be paid the actual cost for any hotel room. If the room is shared with another parent, then the cost will be split between parties. No reimbursement will be paid if the team or tournament provides a "free" room for the coach.
5. BSC will only reimburse travel expenses up to the teams' budget amount. Any amount "spent" above the budgeted amount must be paid by the team.
6. Excess budget money not used will not be refunded to the team, players or coach.
7. Direct any questions about travel budgets to the Treasurer.

### Requesting Travel Funds

1. Travel funds can be requested prior to leaving for a tournament or after...your choice
2. Contact the Treasurer ([treasurer@bscneb.org](mailto:treasurer@bscneb.org)) and provide the following info
  - a. Days of travel / tournament
  - b. Tournament address – for determining mileage
  - c. Hotel receipts or booking reservation
  - d. PayPal account to send money (as desired) – or --
  - e. Person to send reimbursement check
3. After verifying the information, the Treasurer will write a check or send money via PayPal for the requested reimbursement amount (subject to budget limits).