DELTA SUNGOD SWIM CLUB

Participation Points and Volunteering Program

Delta Sungod Swim Club (DSSC) uses a Participation Points Program (PPP) to encourage and recognize parent and family volunteering with the club.

DSSC is a non-profit organization that is operated by parent volunteers. The PPP encourages families to contribute their time and effort toward maintaining a vibrant, engaged club membership and ensuring that DSSC has sufficient volunteers to support daily operations, swim meets, and other club activities.

The PPP is designed to provide families with multiple opportunities to participate while maintaining an expectation that families contribute meaningfully to the club, particularly at DSSC-hosted swim meets.

Questions regarding PPP should be directed to the **Volunteer Coordinator** at volunteer@teamsungod.ca

1. PPP Point Conversion

Each volunteer activity has a designated point value. Points are assigned based on factors including the amount of time required, the responsibilities involved, and the significance of the activity to the club.

Points also have a dollar value for the purpose of calculating the PPP deposit and reimbursement. The conversion rate is established by the DSSC Board of Directors before the beginning of each swim season.

The conversion rate may change from year to year based on the number of members, volunteer requirements, and the number and type of events hosted by DSSC.

2. PPP Deposit Amounts

The PPP deposit is collected in September for the swim season.

Registrations after December 31 will be pro-rated. Registrations after March 31 will not be charged a PPP deposit. The PPP requirements per training group are:

Group	Points required for the season	PPP Deposit collected in Sep
Learn to Compete: Intro	0	n/a
Learn to Compete White & Blue	5	$45
Novice Blue	30	$270
Junior white	40	$360
Junior blue	50	$450
Senior White	30	$270
Senior Blue	60	$540
Regional white	20	$180

If a swimmer **moves to a new training group during the season**, the family's PPP requirement and deposit for the current season will **remain at the level** applicable when the swimmer was initially registered.

Families with Multiple Swimmers

For a family with multiple swimmers, DSSC requires one full PPP deposit based on the swimmer with the highest PPP requirement. For example, if a family has one swimmer in a group requiring a $450 PPP deposit and another swimmer in a group requiring a $180 PPP deposit, the family's PPP deposit is $450.

3. PPP Volunteer Opportunities

Volunteer opportunities for DSSC events and activities are assigned a point value.

A list of available volunteer opportunities and their assigned point values will be provided on the club website under the Job Signup page for each event. The website will also provide each family's current earned PPP points.
Examples of volunteer opportunities include:

Parent Participation Points – Sample Volunteer Opportunities	
Role	**Points**
DSSC meet set-up	3
Timer at a DSSC meet (5 hours)	5
Stroke and Turn official at a DSSC meet (5 hours)	10
Awards/ribbons at a DSSC meet	3
Attend a Canadian Swimming Officials Level 1 Timing Course	5
Sell 2 tickets to DSSC Social Night	2
Attend the DSSC Annual General Meeting	2
Member of a board of directors committee (must participate for the entire season)	20
Member of the board of directors (must participate for the entire season)	60

These are examples only. The point value assigned to each volunteer opportunity for a particular season or event will be indicated on the DSSC website.

Volunteer Sign-Up

Sign-up for volunteer opportunities is generally on a first-come, first-served basis, except for specific official positions or other positions requiring appointment, election, or qualification.
Examples include positions requiring referee sign-off or Board of Directors committee positions requiring appointment.

To receive the assigned points, a volunteer must complete the **entire activity**. For example, a volunteer must remain for the entire assigned session at a swim meet.

To help families meet their PPP requirements, DSSC strongly encourages members with swimmers in competitive groups to have at least one certified official within their family. For example:

- Members with a Novice, Junior Development, or Regional Development swimmer should take, at a minimum, the Canadian Swimming Officials Level 1 Timing Course.
- Members with a Junior Performance, Senior Development, or Senior Performance swimmer should take, at a minimum, the Canadian Swimming Officials Level 2 Stroke and Turn Course.

For a newly certified official who must first shadow a position, points will be assigned at one-half of the normal value for that position.

Members in non-competitive groups are also encouraged to obtain officials certification.

Volunteering for Other Swim Clubs

Volunteering at other swim clubs' meets is highly encouraged and may sometimes be required by the host club. However, volunteering at another swim club's event does **not** earn DSSC PPP points.

4. PPP Record-Keeping

To ensure that points are allocated correctly, volunteers must sign in on the volunteer sign-in sheet at the event or otherwise provide acceptable proof of participation to the Volunteer Coordinator.

Examples of acceptable proof may include:

- A completed volunteer sign-in sheet.
- A signed officials card from an officials course.
- Other documentation approved by the Volunteer Coordinator.

Members should submit proof of participation as soon as possible following the volunteer activity.

It is the family's responsibility to ensure that the Volunteer Coordinator has the required proof of participation so that the points can be recorded.

5. Partial and Full PPP Reimbursement

At the end of the swim season, a family's PPP reimbursement will be determined based on the percentage of its required PPP points that it has completed.

Under the revised PPP, families may qualify for a **partial reimbursement** even if they do not complete 100% of their required points.

Minimum Eligibility Requirement

To qualify for any level of partial or full PPP reimbursement, a family must complete at least one volunteer shift at a DSSC-hosted sanctioned swim meet (the fall Distance Meet, Spring LMR Meet or Spring 10 & Under Sprint Cup) during the season.

A family that does not complete at least one shift at a DSSC-hosted sanctioned meet will receive no PPP reimbursement, regardless of the number of other PPP points earned.

Reimbursement Matrix

Completion Level	Percentage of Required Points Completion	*Financial Reimbursement	Amount Retained by DSSC
Level 0 – Incomplete	Less than 50%	0% of deposit	100% of deposit
Level 1 – Bronze Milestone	50%–74%	25% of deposit	75% of deposit
Level 2 – Silver Milestone	75%–99%	60% of deposit	40% of deposit
Level 3 – Gold Milestone	100% or more	100% of deposit	0% of deposit

*****Must complete at least one volunteer shift at a DSSC-hosted sanctioned meet (the Fall Distance Meet, Spring LMR Meet or Spring 10 & Under Sprint Cup) for partial or full reimbursement.

Tier-by-Tier Financial Impact Breakdown

The table below illustrates how this exact framework applies mathematically across DSSC's current registration deposit tiers.

Group	# of points	Deposit Amount	**Level 1: 50% met** (25% refund/ 75% retained)	**Level 2: 75% met** (60% refund)/ 40% retained)	**Level 3: 100% met** (100% refund/ 0% retained)
Learn to Compete (Intro/Blue/White)	5	$45	**$11.25 refund** $33.75 retained	**$27.00 refund** $18.00 retained	**$45.00 refund** $0.00 retained
Regional White	20	$180	**$45.00 refund** $135.00 retained	**$108.00 refund** $72.00 retained	**$180.00 refund** $0.00 retained
Novice Blue Senior White	30	$270	**$67.50 refund** $202.50 retained	**$162.00 refund** $108.00 retained	**$270.00 refund** $0.00 retained
Junior White	40	$360	**$90.00 refund** $270.00 retained	**$216.00 refund** $144.00 retained	**$360.00 refund** $0.00 retained
Junior Blue	50	$450	**$112.50 refund** $337.50 retained	**$270.00 refund** $180.00 retained	**$450.00 refund** $0.00 retained
Senior Blue	60	$540	**$135.00 refund** $405.00 retained	**$324.00 refund** $216.00 retained	**$540.00 refund** $0.00 retained

Excess Points

If a family earns more than the required number of points, the family will receive only the maximum reimbursement applicable to its PPP deposit.

Points earned above the family's requirement have no additional monetary value and do not result in a bonus payment.

PPP points and monetary amounts do not carry forward to the next swim season.

Reimbursement Method

Typically, the reimbursement will first be issued as a credit to the family's DSSC account.

Any remaining account credit at the end of the season will be refunded by cheque in accordance with the club's normal account-refund procedures.

6. Early Withdrawal from the Club

DSSC is a non-profit club operated by parent volunteers. The club makes financial and operational commitments for the swim season based on expected membership and participation.

Families are expected to remain with the club for the full season. If a family withdraws from the club before the end of the season for any reason, the family's PPP deposit will be forfeited unless the family has already satisfied the requirements for a reimbursement under Section 5 and the Board of Directors determines that the family is eligible to receive that reimbursement.

The Board may consider exceptional circumstances on a case-by-case basis.

7. Cancellation and No-Show Policy

Volunteers must provide at least **24 hours' advance notice** if they are unable to attend or complete a volunteer commitment.

Failure to attend a committed volunteer assignment without providing at least 24 hours' advance notice will result in a **double-point penalty**. For example, if a volunteer signs up for a position worth 4 points and does not attend the shift or provide the required advance notice, the family's PPP balance will be reduced by 8 points.

The Volunteer Coordinator may review exceptional circumstances at their discretion.

8. PPP Participation and Family Responsibility

The PPP is intended to distribute the work required to operate DSSC fairly among its member families.

Families are encouraged to plan their volunteer participation throughout the season rather than waiting until the end of the season to complete their required points.

Families should monitor their points throughout the season and ensure that:

- Volunteer commitments are completed in full.
- Required proof of participation is submitted.
- Meet-volunteering requirements are satisfied.
- Sufficient points are earned to reach the desired reimbursement level.
- Any cancellations are communicated at least 24 hours in advance.

The PPP is a family-level requirement. Volunteer contributions may generally be completed by either parent or another participating family member, subject to any age, qualification, or event-specific requirements for the volunteer position.

9. Program Administration

The DSSC Board of Directors reserves the right to establish and amend:

- The PPP point-to-dollar conversion rate.
- The number of points assigned to individual volunteer activities.
- Available volunteer opportunities.
- Training-group PPP requirements.
- Event-specific volunteer requirements.
- Administrative procedures for recording and verifying volunteer participation.

Any changes applicable to a new swim season will be communicated to members before or at the beginning of that season whenever reasonably possible.

Questions or concerns regarding individual volunteer assignments, point records, or reimbursement calculations should be directed to the Volunteer Coordinator at volunteer@teamsungod.ca