

USA TAEKWONDO

ATHLETE SUPPORT MANUAL



USA Taekwondo Athlete Support Manual

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Introduction

This manual is designed to educate Elite Level USA Taekwondo Athletes of Athlete Support Programs offered by both USA Taekwondo and the United States Olympic Committee. This collection of documents should serve as a roadmap for all top athletes in the sport of Taekwondo in the United States.

Guidelines for Athlete Support Programs

Mission

Provide financial support, health insurance, and other resources to Olympic caliber athletes to allow them the opportunity to concentrate their efforts on achieving competitive excellence, thereby enabling the U.S. to maximize medal opportunities in the Olympic Games.

The priorities in determining allocations for Athlete Support Programs include:

1. Olympic Performance
2. Olympic Participation
3. World Championship Performance
4. World Championship Participation

The following guiding principles apply to USA Taekwondo's Athlete Support Programs:

1. Athlete Support Programs shall have a positive impact on performance. Most importantly, athlete support should help athletes win Olympic medals and make Olympic Teams. In addition, support should help athletes qualify for World Championship teams and improve performances at World Championships, leading up to the Olympic Games.
2. Criteria should be objective in nature, although USA Taekwondo recognizes that discretionary evaluation is sometimes necessary and permitted to attain optimal performance. Athletes shall be notified of the criteria for athlete support funding each year. Methods of distribution may include USA Taekwondo's website, newsletters or other national team publications.
3. The goal of USA Taekwondo is to establish program criteria to determine eligibility for health insurance and financial support. The established criteria shall be reviewed annually and should be aimed at rewarding only high performances at the most competitive international level. USA Taekwondo shall develop programs that shall enable athletes to reach international performance levels appropriate to merit athlete support funding.
4. Athlete Support Programs may include support where financial need is a factor; however, performance should always be the most important criterion.

The purposes for providing Athlete Support Programs include:

- To provide support for necessary and actual training expenses
- To offset living expenses so athletes can train and compete to their fullest potential
- To meet the demands of trying to qualify for an Olympic team
- To recognize performance
- To recognize pursuit of athletic excellence as a “career”

Athlete Support Programs provided by the USOC and USA Taekwondo may include:

- Direct Athlete Support – see section 2.2
- Elite Athlete Health Insurance (EAHI) – see section 2.3
- Operation Gold – see section 2.4
- USOC Tuition Grants – see section 2.5
- Additional program opportunities administered by the USOC:
 - B.J. Stupak Olympic Scholarship
 - Athlete Career Program

General Eligibility

Participation in Athlete Support Programs is available only to athletes who are eligible to represent the United States and intend to compete, if selected, in the Olympic or Pan American Games. First priority shall be given to athletes who intend to compete in the next, respective Summer Olympic Games.

Only athletes with U.S. citizenship are eligible for USOC Athlete Support Programs.

There may be cause for an exception to the *Guidelines for Athlete Support Programs* because of extenuating circumstances where the deviation from the Guidelines best meets the needs of the athletes and USA Taekwondo. These deviations shall be handled on a case-by-case basis.

School or College Eligibility

Athletes should be advised that if they have or anticipate having school or college athletics eligibility, they should be aware that receipt of USOC grants may jeopardize that eligibility, and they are advised to check with their school or college athletics personnel or the appropriate school or college governing association if they have questions.

More specific information regarding school or college eligibility may be found in the NCAA Olympic Sports Liaison Committee Handbook for National Governing Bodies at the following link: <http://www.ncaa.org/wps/ncaa?ContentID=35264>.

Terms and Conditions

In order to receive any monetary or other support (including EAH), the USOC and USA Taekwondo require an athlete to complete an *Athlete Support Designee Form*. This agreement outlines certain terms and conditions that may include performance standards and commitment to training goals, as well as a commitment to doping-free sport participation. If an athlete fails to meet any of the terms and conditions of the program, the grant may be terminated and any remaining funds shall not be awarded by the USOC or USA Taekwondo; in some cases, athletes may be required to reimburse the USOC or USA Taekwondo for past monies received.

Athletes who receive stipends from the USOC or Elite Athlete Health Insurance are required to maintain current membership with USA Taekwondo and shall be enrolled in the United States Anti-Doping Agency's Registered Out-of-Competition (OOC) Testing Pool, and may be required to remain in the OOC Testing Program for a minimum of two full quarters thereafter.

If an athlete has questions concerning the Athlete Terms and Conditions that are not answered by the High Performance Division of USA Taekwondo, it is recommended the athlete contact the USA Taekwondo USOC Athlete Advisory Council Representative, Eric Laurin at elaurin@usataac.us.

Anti-Doping

Refer to USOC Suspension of Benefits Policy at the following link:
<http://teamusa.org/content/index/1579> (click on "U.S. National Anti-Doping Policies).

Tax Matters

With the exception of tuition grants, all USOC and USA Taekwondo grant funds and the Elite Athlete Health Insurance premiums shall be reported to the IRS and generally are subject to federal and state income tax. Since no taxes are withheld by the USOC or USA Taekwondo, athletes may have a tax liability at the time they file their tax returns. If an athlete anticipates such liability, he/she should consider setting aside some funds for this purpose. The USOC and USA Taekwondo is not, by this document, providing tax advice and readers are advised to retain their own tax professionals to advise them about the tax treatment of the receipt of USOC or USA Taekwondo funding and benefits.

Documentation

The USOC and USA Taekwondo reserve the right to request additional documentation (e.g., tax returns, proof of citizenship, NOC release, etc.) of any grantee.

Direct Athlete Support Guidelines

Purpose

Direct Athlete Support is a resource designed to provide financial support to eligible athletes in an effort to offset living, training and competition expenses to ultimately enable the U.S. to maximize medal opportunities in the Olympic Games.

Criteria and Guiding Principles

USA Taekwondo shall seek input from their USOC AAC Representative when determining the criteria for Direct Athlete Support. Additionally, USA Taekwondo shall work with the USOC to establish criteria for their proposed Direct Athlete Support Program.

The following guiding principles apply to Athlete Support Programs:

1. Athlete Support Programs shall have a positive impact on performance. Most importantly, athlete support should help athletes win Olympic medals and make Olympic Teams. In addition, support should help athletes qualify for World Championship teams and improve performances at World Championships, leading up to the Olympic Games.
2. Athlete Support Programs shall be tailored to meet the needs of each year. Flexibility and customization are essential.
3. Criteria should be objective in nature, although USA Taekwondo recognizes that discretionary evaluation is sometimes necessary and permitted to attain optimal performance. Athletes shall be notified of the criteria for athlete support funding each year. Methods of distribution may include USA Taekwondo's website, newsletters or other national team publications.
4. The goal of USA Taekwondo is to establish program criteria to determine eligibility for athlete support. The established criteria shall be reviewed annually and should be aimed at rewarding only high performances at the most competitive international level. USA Taekwondo shall develop programs that shall enable athletes to reach international performance levels appropriate to merit athlete support funding.
5. Athlete Support Programs may include support where financial need is a factor; however, performance should always be the most important criterion.

Eligibility and Enrollment Process

1. Recipients of Direct Athlete Support are required to maintain current membership with USA Taekwondo and shall be USADA compliant. Athletes who receive Direct Athlete Support from the USOC shall be enrolled in USADA's Registered Out-of-Competition Testing Pool, and, if Direct Athlete Support is terminated, he/she may be required to remain in USADA's Out-of-Competition Testing Program for a minimum of two full quarters thereafter.
2. Each athlete receiving Direct Athlete Support shall complete the USOC's Athlete Support Designee Form annually if he/she continues to maintain his/her eligibility for Direct Athlete Support. Each athlete is also required to have a current *IRS W-9 Form* on file with the USOC and USA Taekwondo, as well as have direct deposit set up to receive payments from the USOC.
3. Athletes shall be removed from Direct Athlete Support should they fail to meet USA Taekwondo's established Eligibility and Criteria Approved for Direct Athlete Support or if they fail to meet the terms and conditions as outlined in the *Athlete Support Designee Form*.

USA Taekwondo – 2009 Direct Athlete Support Criteria

The grant program for 2009 consists of a combination of Competitive Program Grants, Stipend Grants for proven performers and Incentive Grants. USA Taekwondo's Grant Committee shall administer this program. The Grant Committee is made up of USAT CEO, USAT High Performance Manager, and USOC AAC Representative.

Eligible athletes shall be contacted with the details of the program and a contract to sign if they wish to participate in the program. Athletes qualifying for these programs shall automatically receive grant applications and instructions for USA Taekwondo's High Performance Department.

1. Competitive Program Grants
 - a) Competitive Program Grants shall be awarded to the winners of the 2009 National Team Trial. Each athlete shall receive \$1000. A total of 16 grants shall be awarded, one in each weight division, male and female.
 - b) To be eligible for the Competitive Program Grant, an athlete shall meet the following criteria:
 - i. Be the winner of the 2009 National Team Trial (April 2009)
 - ii. Be a current member of USA Taekwondo in good standing at the time of the grant payment.
 - iii. Represent the U.S. at the 2009 World Championships.
 - iv. Be current with US Anti-Doping Agency's (USADA) Athlete Location Form. In the event that the athlete is not registered in the USADA Out-of-Competition (OCC) pool, the athlete shall

complete all paperwork and be registered with USADA before disbursement of the grant.

- c) Athletes shall receive 100% of the grant after signing and returning the USA Taekwondo Athlete Contract and the USA Taekwondo Code of Conduct.
- d) Competitive Program Grants not disbursed according to the above criteria shall be placed in the Athlete support pool and may be distributed by the USAT Grant Committee.

2. Stipend Grants

- a. Stipend Grants shall be awarded to athletes who have medaled at major international competitions and according to the USA Taekwondo Grant Committee's assessment of each athlete's medal potential at the 2009 World Championships and 2012 Olympic Games based on established criteria. The competitions that have been utilized for determining Stipend Grants for 2009 are as follows:
 - i. 2004 Olympic Games
 - ii. 2005 World Championships
 - iii. 2007 World Championships
 - iv. 2007 Pan American Games
 - v. 2007 World Olympic Qualifier
 - vi. 2007 Pan American Olympic Qualifier
 - vii. 2008 Olympic Games
- b. The grant shall be dispersed monthly in equal payments through December 31, 2009. The first payment shall be dispersed after receiving the athlete contract and the USOC's Athlete Designee Form.
- c. The competitions that shall be considered for 2010 are as follows:
 - i. 2008 Olympic Games
 - ii. 2009 World Championships
- d. To be eligible for the stipend grant, an athlete shall meet the following criteria:
 - i. Be a current member of USA Taekwondo in good standing at the time of the stipend payment.
 - ii. Be currently training and competing in a program designed by the USAT National Coaches.
 - iii. Be current with US Anti-Doping Agency's (USADA) Athlete Location Form. In the event that the athlete is not registered in the USADA Out of Competition (OCC) pool, the athlete shall complete all paperwork and be registered with USADA before disbursement of the grant.
- e) To qualify for payments under the stipend grant program, athletes shall meet the following requirements:
 - i. Athletes shall attend all National Team training camps in which they are invited.

- ii. Athletes shall work directly with the National Team Coaches to develop and maintain a detailed training plan. The plan shall be oriented toward medaling at the 2009 World Championships or another event identified by the National Team Coaches.
- iii. Each grantee shall agree to submit a progress report to the USAT HP Division two times per month to report training issues or new developments in the athletes training. The bi-monthly contact shall be by completion of a report form designed by the National Team Coaches. Updates and revisions to the training plans may be required based on information received from these exchanges. All exchanges shall be filed by the National Team Coaches. They are subject to review by USAT's High Performance Staff. These criteria and requirements shall be customized to meet individual athlete needs with the objective of maximizing medal potential.
- iv. Each athlete shall meet specific training and performance measures established by the National Team Coaches and approved by the High Performance Staff to receive a monthly grant payment. Measures may participation at specified events, training requirements, weight requirements, meeting requirements, etc. These criteria and requirements shall be customized to meet individual athlete needs with the objective of maximizing medal potential. The National Team Coaches may recommend the stipend be removed or reduced if the above requirements are not being met or performance levels fall below performance standards. The final determination for removal or reduction of a stipend shall be made by the USAT Grant Committee.
- v. Grant funds not disbursed to stipend grant athletes may be reallocated and disbursed towards athlete funding by the USAT Grant Committee.

3. Incentive Grants

- a. An athlete shall receive an incentive grant when meeting the following criteria:
 - i. Winning a medal as a U.S. Team member at the 2009 World Championships.
 - 1. Gold: One time bonus of \$8000
 - 2. Silver: One time bonus of \$4500
 - 3. Bronze: One time bonus of \$3000

Elite Athlete Health Insurance Guidelines

Purpose

The USOC Elite Athlete Health Insurance Program (EAHI) provides a level of base support by offering health and major medical insurance benefits for designated elite athletes in order to minimize the out-of-pocket expenses incurred by athletes for costs of medical care.

Allocations

The USOC's Sport Performance Division has offered a quota of 16 EAHI slots to USA Taekwondo for 2009.

EAHI Criteria

1. Athletes who win their weight division at the 2009 National Team Trial in April of 2009 shall be offered EAHI. The 2009 World Championships shall include 16 weight divisions (8 male, 8 female) and the slots shall be allocated equally between male and female.
2. If any of the athletes decline EAHI, the unassigned EAHI slots shall be reallocated within the same gender at the conclusion of the 2009 U-24 National Team Trial (August 2009, Colorado Springs, CO). The top finishers in each weight class (8 male, 8 female) shall be divided into 2 pools by gender. The 2 athlete pools shall be ranked separately based on performance at the 2009 U-24 National Team Trial, level of coachability, and potential at future international competitions. EAHI shall be reallocated, within the same gender of the athlete who declined EAHI, based on the given ranking list.

Athlete Eligibility and Enrollment

1. USA Taekwondo shall work with the USOC's Sport Performance Team and the USOC AAC Representative to establish criteria to be used in selecting elite athletes for participation in the EAHI program.
2. When determining EAHI criteria, the eligibility period shall be valid for at least six months.
3. For Olympic sports, criteria shall be established that allows all Olympic Team Members and replacement athletes to be offered EAHI once they make the Olympic Team.
4. The EAHI criteria shall be reviewed on an annual basis by the USOC's Sport Performance Team and the USOC's Athlete Support Working Group in order to ensure the criteria are transparent and consistent. Once approved, the EAHI

criteria are made available to athletes enrolled or eligible to enroll in EAHI through a password protected Web Site.

5. EAHI recipients are required to maintain current membership with USA Taekwondo. In addition, any athlete who receives EAHI shall be enrolled in the United States Anti-Doping Agency's Registered Testing Pool and, if EAHI coverage is terminated, he/she may be required to remain in USADA's Out-of-Competition Testing Program for a minimum of two full quarters thereafter.
6. Athletes who are offered EAHI may decline coverage; however, this shall be done in writing to USA Taekwondo.
8. Enrolled athletes may also secure coverage for their eligible dependents. A monthly premium shall be paid by athletes to the USOC for their eligible enrolled dependents. The first and last months' premium payments shall accompany the enrollment forms when submitted to the EAHI Administrator. Thereafter, athletes shall be invoiced by the USOC on a monthly basis.
9. USA Taekwondo shall notify the USOC in writing when athletes are to be terminated from this program. In turn, the EAHI Administrator shall send written notification to athletes of their term date. Coverage runs through the end of the month following 30 days notification to athletes (e.g., coverage shall run through June 30 for termination letters sent by the EAHI Administrator in May). Only athletes enrolled in EAHI shall be offered a temporary Continuance Plan (up to 12 months of coverage) through the USOC at their own expense. Those athletes shall have 60 days from their EAHI term date to enroll in the Continuance Plan.
10. For more detailed information about Elite Athlete Health Insurance, please contact the USOC's EAHI Administrator at 1-800-933-4473 ext. 3.

Operation Gold

Operation Gold

Operation Gold Awards are designed to reward athletes for top-place finishes in a sport's most competitive senior international competition of the year. The Operation Gold qualifying event for 2009 shall be the 2009 WTF World Taekwondo Championships.

The amount of the award varies depending on an athlete's place at the Operation Gold qualifying event.

In the Olympic year, multiple Operation Gold Awards shall be paid to qualifying athletes. In non-Olympic years, Operation Gold Awards are limited to one award per athlete in a program year. Athletes who qualify in multiple events during a non-Olympic year shall only receive the highest award amount for which he/she qualified at the specified competition.

Qualifying Competitions

For Olympic sports, the Operation Gold qualifying competition is the Olympic Games in an Olympic year and the World Championships in non-Olympic years. If there are no World Championships in the non-Olympic years, an alternative single-event competition may be proposed and, if approved, included in the Operation Gold program. There is no guarantee USA Taekwondo shall have an approved Operation Gold qualifying event in non-Olympic/World Championship years.

If the Operation Gold qualifying competition is something other than the Olympic Games or World Championships, the world's top-10 countries (according to international federation rankings/ratings) shall be in the competition pool. If fewer than the world's top-10 countries are present, eligibility for Operation Gold Awards is conditional. If approved the following payment schedule shall be used:

# of Countries	Payment
Top 7 to 9 ranked countries in the world present	Pay at Olympic rate to top 5 (instead of top 8)
Top 4 to 6 ranked countries in the world present	Pay at Olympic rate to top 3 (instead of top 8)

Qualification Criteria

Operation Gold Awards are available to those athletes who compete in sports/disciplines/events on the program of the next Olympic or Pan American Games.

For Olympic sports in the year of the Olympic Games, individuals shall finish in one of the top three places to qualify for Operation Gold Awards. For Olympic sports in non-Olympic years, individuals shall finish in one of the top eight places.

In sports where there are no definitive fifth through eighth place finishers (e.g. combative sports, table tennis, etc.), Operation Gold shall be paid at the eighth place payment rate, to those athletes who advance to the quarterfinals (unless the top 10 countries are not present and then the modified payment schedule is used).

Payments

Athletes who are eligible to receive an Operation Gold Award shall sign and submit all appropriate Operation Gold paperwork, including the *Certification for Operation Gold Award* and a current *IRS W-9 Form*. Operation Gold payments may either be paid by the USOC via direct deposit into an athlete’s individual bank account or a check may be made payable to the athlete and mailed to him/her.

Operation Gold Payment Schedule

Olympic Sport Payment Schedule				
Place	2009	2010	2011	2012
1 st	\$5,000	\$5,000	\$6,000	\$25,000
2 nd	\$4,000	\$4,000	\$5,000	\$15,000
3 rd	\$3,500	\$3,500	\$4,000	\$10,000
4 th	\$3,000	\$3,000	\$3,500	
5 th	\$2,500	\$2,500	\$3,000	
6 th	\$2,500	\$2,500	\$3,000	
7 th	\$2,000	\$2,000	\$2,000	
8 th	\$2,000	\$2,000	\$2,000	

* = In the Olympic year, multiple Operation Gold Awards shall be paid to qualifying athletes.

NOTE: In non-Olympic years, teams shall finish in the top six places in order to qualify for Operation Gold, rather than in the top eight places for individual sports (with the exception being if the top-10 countries are not present then the modified payment schedule is used).

Tuition Grants

Purpose

USOC tuition grants are intended to encourage athletes to further their formal education in preparation for lifelong career goals by defraying a portion of the athletes' tuition costs.

Award Amount

The total dollar amount available for tuition grants is limited and the reward process is highly competitive. An athlete's performance standards, financial need and other scholarships awarded are considered when determining an award. Traditionally, awards shall be considered for those applicants who have a current top-10 Olympic Games/World Championships placement or world ranking. However, compelling cases shall be reviewed and given consideration.

Based on budget availability, the following payment schedule may be applied:

<u>International Rank/Placement</u>	<u>Tuition Award Range</u>
1 st – 3 rd	\$4,001 - \$5,000
4 th – 6 th	\$2,501 - \$4,000
7 th – 8 th	\$1,001 - \$2,500
9 th – 10 th	\$1,000 or less

Retired Olympic or Pan American team members may apply for one-time only tuition assistance, within five years of their last Olympic or Pan American Games competition. Retired athletes applying for these funds shall be endorsed by their NGB. Grant amounts for retired athletes shall consist of up to \$2,000 for undergraduate study and up to \$3,000 for graduate study.

Tuition monies are restricted to tuition and mandatory fees only. Books, parking fees and room-and-board charges are not covered.

Any grant money awarded but not disbursed by the end of the calendar year is deemed forfeited.

Eligibility

The following athletes may apply for a USOC Tuition Grant:

- Elite level athletes identified by the NGB who receive USOC Direct Athlete Support and/or those receiving or eligible to receive Elite Athlete Health Insurance (EAHI);

- Retired Olympians (shall have competed in an Olympic Games within 5 years of submission date of the Tuition Grant Application); or
- Retired Pan American athletes (shall have competed in a Pan American Games within 5 years of submission date of the Tuition Grant Application).
- Traditionally, elite level athletes who have current top-10 Olympic Games/World Championships placements or world rankings shall be considered for awards.

Applicants shall be endorsed by their NGB and shall be enrolled in an accredited degree- or certificate-granting academic institution of higher learning. Qualified applicants shall be in good academic standing, as defined by their educational institution.

Athletes may only receive one USOC Tuition Grant award in a calendar year.

Application and Review Process

Athletes who meet the eligibility criteria may obtain applications from USA Taekwondo's High Performance Manager. Please contact Meredith Miller by email at Meredith.miller@usa-taekwondo.us. Applications shall be reviewed quarterly. Applications shall be received by the USOC Sport Performance Team on or before the submission deadlines below:

February 1
May 1
August 1
November 1

NOTE: If the first of the month falls on a weekend or holiday, the submission deadline shall be extended to the following business day.

Applicants and their NGB shall be notified in writing within a month after the submission deadline, when practical. Incomplete or late applications shall be returned to the NGB and the athlete shall be notified he/she is ineligible for the current quarterly review.

If a tuition grant is awarded, the applicant shall complete and submit a *Tuition Payment Request Form* in order for the USOC to disburse the approved amount to the athlete or his/her academic institution.

Reconsideration Request

An athlete may request reconsideration of a grant award decision if new and/or compelling circumstances have arisen since the time of the prior submission. Athletes should contact a member of their Sport Performance Team to request reconsideration.

Contact Information

USAT Athletes who have questions or concerns regarding the information in this packet should use the list of names below as their point of contact.

USA Taekwondo – USOC AAC Representative

Eric Laurin

elaurin@usataac.us

USA Taekwondo – High Performance Manager

Meredith W. Miller

Phone: 719-866-3619

Fax: 719-866-4642

Meredith.Miller@usa-taekwondo.us

If you still have questions or concerns after contacting the above parties, you may contact the USOC AAC Athlete Ombudsman.

USOC AAC Athlete Ombudsman

John Ruger

toll free: 1.888.ATHLETE

phone: 303.444.6615

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