

2017 CHAMPS INFORMATION for **CHAMPS Coordinators**

- **See the GRAL Web site** (<http://gralva.com/champs>) -click on Champs in the navigation bar for important documents and information
- If you have questions, you can reach **Emily DePersis at champs@gralva.com**
- General Schedule
 - **Final time schedule will be sent once registration is complete.**
- Checklist of what is needed at registration
 - Document will be emailed to all champs reps and available on champs website page
 - **Please bring it to registration so that you can check off as you register**
 - Len Everett Ballot for teams and coaches – filled out by Parent/Board Rep; this can be filled out online prior to registration or on paper at registration. Only teams that vote can win
 - Coaches Award Ballot – filled out by Coaches
 - If you don't vote, then you are not eligible
 - Cannot vote for yourselves
 - this can be filled out online prior to registration or on paper at registration
 - Entries Verification Form signed by head coach. If no issues with entries, coach does not need to come to registration but **MUST** sign the form saying they understand their entries are accurate.
- Officials needed
 - Strokes & Turns (3 years GRAL experience and/or USA trained)
 - Starter (very experienced with references)
 - Clerk (2 years GRAL experience – no reseeding needed)
- Jobs assigned to teams
 - Will be based on number of swimmers registered
 - **Sent out after registration on Sunday the 23rd**
- Bleacher Monitors and Locations
 - Will be based on number of swimmers registered
 - **Sent out after registration on Sunday the 23rd**
- Relay Helpers
 - 2 for each 8&U relay – not mandatory; only if you need them
 - 1 for each 9-10 relay – not mandatory; only if you need them
 - Can be same person for each relay on your team as long as not in same heat
 - Must be 15 or older
- **Must have a badge to be on deck.**
- **Note that the spectator stands will no longer be monitored.**
- Heat Sheets and Meet Mobile
 - We will run Meet Mobile for results but everyone must buy a heat sheet (or share) to know what heat and lane for swimmers
 - **Each team will get one heat sheet without ads for free**
 - Extra can be ordered for coaches without ads at a reduced price
 - Pickup on Thursday, July 27th
- Heat Sheet Ads
 - For parents to celebrate their swimmers
 - For teams to congratulate
 - For sponsors to advertise
 - Formats: Word, Publisher, PDF

- o **Send electronically to Christy Evanko at Christy@galva.com by 11:59 p.m. Friday July 21.** Team ads should NOT be sent prior to the end of the 6th meet. **Please try to send final copy.**
- Seniors for Heat Sheets
 - o Send to Champs@galva.com by 7/19
- GRAL Champs Tshirt
 - o Order form & image on galva.com/champs
 - o Order forms due at Registration Saturday, July 22nd
 - o Tshirts will be available for pickup with heat sheets on Thursday, July 27th
 - o **Teams may do their own shirts as they please**
- Champs Video
 - o No longer than 90 seconds (1 minute 30 seconds)
 - o See format instructions that have been emailed (also on Web site)
 - o **Need this on flash drive by 7/22**
- Team Banners
 - o Please **bring them to registration on 7/22** and arrange to take them home on Sunday 7/30

Still have questions? Visit <http://galva.com/champs> or email champs@galva.com