AGENCY INFORMATION

Agency Type: Community Date From: Address1: 985 Christiana Street Address2: Address3: City: Green Bay State: WI Zip: 54304 Business Phone: Home Phone: ————————————————————————————————————	Agency Number:	5-10	Agency Name:	Packerland Jets
Address2: Address3: City: Green Bay State: WI Zip: 54304 Business Phone: Home Phone: Cell Phone: 414-852-3588 Fax: Agency Manager: Amy Tromp Manager Date From: 2021 Manager Email: amy.tromp@yahoo.com Co Manager: Co Manager Date From: Co Manager Email: Treasurer Name: Sue Urban Treasurer Date From: 1/01/2021 Treasurer Email: surban@netzero.net Fundraiser Name: Faith Seehawer Fundraiser Date From: 2008 Fundraiser Email: Medical Records Name: Donna Olson Medical Records Date From: Medical Records Email: bobolson42@hotmail.com Athletes Served: Adult Accepting New Athletes: Yes Accounts in House: Yes Fundraising Another Org: No Fundraising Org Name: Alpine Skiling: Cross Country Skiling: Snowboarding: Snowshoe Racing: Team Basketball: Yes Basketball Skills: Yes Artistic Gymnastics: Rhythmic Gymnastics: Aquatics: Yes Athletes: Powerlifting: Bocce: Yes Golf: Softball: Tee Ball: Tennis: Yes Unified Basketball: Agreement: Yes Unified Basketball:	Agency Type:	Community	Date From:	
State:	Address1:	985 Christiana Street	Address2:	
Business Phone: Cell Phone: 414-852-3588 Agency Manager: Amy Tromp Manager Date From: Co Manager Email: Amy tromp@yahoo.com Co Manager Email: Treasurer Name: Sue Urban Treasurer Date From: 1/01/2021 Treasurer Email: Ssurban@netzero.net Fundraiser Name: Faith Seehawer Fundraiser Date From: Donna Olson Medical Records Name: Donna Olson Medical Records Date From: Medical Records Email: Accepting New Athletes: Fundraising Another Org: Alpine Skiing: Cross Country Skiing: Snowboarding: Team Basketball: Yes Artistic Gymnastics: Aquatics: Yes Actistic Gymnastics: Aquatics: Actistic Gymnastics: Actistic Gymn	Address3:		City:	Green Bay
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Tennis: Bowling: Yes Volleyball: Flag Football: Agreement: Yes Unified Basketball:	Bocce:	Yes	Golf:	
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	Agreement:	Yes	Unified Basketball:	
Unified Bocce: Unified Bowling:	Unified Bocce:		Unified Bowling:	

ADMINISTRATION

1.	The Local Program Manager has reviewed and understands the SOWI Local Program Guide and references appropriate sections to members of the Local Program Team.	Yes
2.	When signing contracts, the Local Program utilizes the Certificate of Insurance according to SOWI guidelines. (Checking N/A indicates the Agency does not sign contracts.)	Yes
3.	Local Program follows Special Olympics, Incorporated policies regarding athlete housing.	Yes
4.	Local Program understands the purpose of the SOWI Agency Management Committee (AMC) and knows how to contact their Region's representative.	Yes
5.	Local Program knows how to navigate and utilize the SOWI website, including how to access the Local Program log in, and where the Local Program Manager "SOWI Local Program Guide", Competition Guide, forms and other resources are located.	Yes

6. Questions / Concerns

Never logged in and use anything on-line. Old fashioned and still use hard copies. I want to keep using hard copies and not on-line

TRAINING AND VOLUNTEERS

1.	All volunteers (Local Program Managers, coaches, chaperones, etc.) are registered as Class A volunteers with SOWI according to the Special Olympics, Inc. volunteer registration policy including completing the Protective Behaviors, Class A Form, and background check online training.	Yes
2.	All certified coaches have completed the online General Coaches' Certification and all Class A Requirements.	Yes
3.	Local Program follows all SOWI policy relating to volunteers and roster accuracy in addition to the team or individual sport advancement to state-level competition (A certified coach must accompany each team or serve as the certified coach for one sport at the same State Tournament).	Yes
4.	Please report the total number of family members actively involved in a leadership role in your agency.	9
5.	Class A volunteers, Certified Coaches, and Athletes (including Unified Sports Partners) must adhere to their respective Code of Conduct.	Yes
6.	All training and competition facilities and equipment are safe and there is a first aid kit, up-to-date athlete medical information and emergency contact on hand, a phone and/or transportation available in case of an emergency. This information is to be provided by the coach if the athlete needs medical attention. It is recommended that coaches and chaperones carry this information at all times while at competitions.	Yes
7.	All athletes have a current Application for Participation in Special Olympics Form (Athlete Medical Form) and Official Special Olympics Release Form filed with SOWI State Office, prior to beginning training	Yes
8.	Does your Local Program offer any of the following fitness programming outside of the regular sports practices? (Check all that apply)	Yes
9.	What sport-specific training would you like to see offered in your region? *Please note this is only to gauge interest and does not guarantee that a training will be held in your region. (Check all that apply)	
10.	Questions / Concerns I need to check and see how many coaches have followed through with concussion training. I'll work on it!	

COMPETITION

- 1. Local Program possesses, understands and utilizes the Competition section of the SOWI Local Program Guide.

 2. Athletes adhere to sports rules and competition policies.

 3. Coaches conduct themselves in a professional manner which reflects the SOWI mission and philosophy, adheres to sports rules and competition policies.

 4. Local Program is aware of USA Games and World Games opportunities for their athletes and coaches and understands how to nominate those that qualify.
- 5. Questions / Concerns

FINANCE

6.

Questions / Concerns

1. Yes Local Program follows procedures and submits proper documents for petty cash, payables and deposits. 2. Yes Invoice Approval Form is signed by the Local Program Manager and one other member of the Local Program Management Team who are Class A volunteers without financial restrictions and are not family members of each other. 3. Yes Local Program understands and submits Sales Tax Reporting Form with deposits that include sales of taxable items within 30 days of the sale. (Checking N/A indicates Local Program does not conduct sales tax activities.) 4. No Local Program submits Money Handling Accountability form for all fundraisers at the time a deposit is made. (Checking N/A indicates the Local Program does not conduct fundraisers where cash is exchanged.) 5. Yes Local Program understands how to check its finances on the Local Program log in of the website and does so monthly. (Applies only if Local Program has in-house account.)

FUNDRAISING

1.	The following question is only for Local Programs who conduct fundraisers in the name of Special Olympics Wisconsin: Local Program participates in state-sponsored fundraising events, many of which offer Local Program rebates.
	Facility Rental (i.e., bowling lane fees, gym rental, etc.)
	Equipment (i.e., basketballs, bats, etc.)
	Uniforms
	Transportation ✓
	State Games Fees
	Other: Shirts and hats, they paid portion of the cost and agency paid the rest
2.	Questions / Concerns

COMMUNICATION & PUBLIC RELATIONS

1.	Local Program official materials (i.e. stationary, event programs, newsletters) use the restandards layout as outlined by Special Olympics, Incorporated. (Circling N/A indicates has no official materials.)	-	N/A
2.	Local Program regularly communicates information to athletes, families, volunteers and sponsors. (The use of written communication is encouraged for all Local programs.)		Yes
	Newsletters	ESS	
	E-Mail		
	Facebook Group	ESS	
	Website		
	Mail	ESS	
	Other: notes handed out at practices	ESS	
3.	Local Program has read and understands the SOWI Crisis Communication Plan.		Yes
4.	Local Program's only form of social media is through a Facebook group (not Facebook page). (Checking N/A means the Local Program does not use social media)		Yes
5.	Local Program flag or banner has the current Special Olympics logo. When ordering nestandards must be met.	w materials,	Yes
6.	Local Program uniforms have the current Special Olympics logo. (Circling N/A indicates contain the Special Olympics logo.) When ordering new materials, standards must be m		Yes
7.	Questions / Concerns		

OUTREACH

Local Program does not discriminate on the basis of race, gender, religion, nationality, origin or political philosophy. (Checking "No" indicates your Local Program discriminates.)	Yes
If Local Program has reached its full capacity and is unable to bring new athletes into the program, check yes. (If any Local Program has reached its full capacity, the Local Program refers the individual to the Region office.)	No
Local Program is informing their parents about Healthy Athletes disciplines and/or making parents aware athletes can attend Healthy Athletes at State games without being registered for that State games.	Yes
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Healthy Athletes®	
Get Into It®*	
Healthy Communities Mini-projects*	
Spread the Word to End the Word®*	
Unified Sports®*	
Young Athletes™*	
Local Program is aware of Unified Leadership, and, if appropriate, places athletes in a position of	
leadership at the Local Program level.	
Questions / Concerns	
	If Local Program has reached its full capacity and is unable to bring new athletes into the program, check yes. (If any Local Program has reached its full capacity, the Local Program refers the individual to the Region office.) Local Program is informing their parents about Healthy Athletes disciplines and/or making parents aware athletes can attend Healthy Athletes at State games without being registered for that State games. □ Project UNIFY®* ☑ Healthy Athletes® □ Get Into It®* □ Healthy Communities Mini-projects* □ Spread the Word to End the Word®* □ Unified Sports®* □ Young Athletes™* Local Program is aware of Unified Leadership, and, if appropriate, places athletes in a position of

ATHLETE LEADERSHIP PROGRAMS (ALPS)

 Agency is aware of Athlete Leadership efforts and places athletes in position of leadership at the Agency level. Yes

2. Questions / Concerns

If you have athletes in these roles in 2020-2021, please list name and check all roles that apply: