



DIVISION III
DISCOVER | DEVELOP | DEDICATE

Strategic Initiatives Conference Grant Program POLICIES AND PROCEDURES

(Revised November 2024)

All grant related resources are available at the
[Division III Strategic Initiatives Grant Program homepage](#)

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Note: Highlighted items indicated language that has been added or amended since the previous policy update (November 2023)

The NCAA Division III Strategic Initiatives Conference Grant Program allocates funds to all NCAA Division III voting conferences and the Association of Division III Independents to encourage collaboration, involvement and accountability among all Division III constituent groups in support of the priorities detailed in the [Division III Strategic Plan](#). The program offers Division III conferences and the Association of Independents the opportunity to advance Division III priorities in ways most meaningful at the local level. Presidential oversight and accountability with the process and budget allocations, consistent with the legislated leadership role of presidents within conference governance, is paramount.

Goals of the Grant Program:

1. Make efficient use of national resources to serve local needs and realize Division III strategic priorities.
2. Encourage broad-based strategic initiative participation and collaboration between conference constituents.

General Overview of Tiers:

The funding for this grant program consists of primary tiers, and an administrative stipend. A summary of the four primary tiers is provided here, with specific funding usage instructions for each tier provided in a later portion of this policies and procedures guide.

Flexibility is provided in Tiers One, Two and Three. Conferences may use Tier One funds on any preapproved Tier Two or Tier Three grant expense after all Tier One requirements are met (i.e., at least \$200 per institution is spent on Student-Athlete Advisory Committee (SAAC)).

Unspent Tier Two funds may be spent on preapproved items in Tier Three, and all Tier Three funds need to be spent before using Tier Two funds for Tier Three preapproved expenses.

Tier One – Professional Development, Education and Communication. Conferences are provided funding to support the professional development of designated constituents. There is a list of preapproved constituents and events for this tier. This list is not exhaustive, and approval can be given for other uses. The focus of Tier One is to support administrative advancement for the following constituent groups or events: student-athlete advisory committee (SAAC), compliance and rules seminar education, faculty athletics representative (FAR), senior woman administrator (SWA), sports information director (SID), athletics direct report (ADR), athletic trainers, individuals of color and conference office travel. Conferences are expected, not required unless noted, to support most of these constituent groups on an annual basis; exceptions are described in the Tier One policy section of this guide. Conferences may request approval to send designated constituents to events beyond the preapproved list by making such request to the grant administrator at the NCAA national office. Tier One policies allow conference offices to spend up to \$6,000 of Tier One annual funding within the category of conference office travel.

Tier Two – Social Responsibility and Integration. includes these core values or initiatives:

1. Student-Athlete Well-Being/Community Service;
2. Integrity and Sportsmanship;
3. Diversity, Equity and Inclusion; and
4. Academic Experiences
5. Identity and Integration Activities.

In satisfying Tier Two, funds may be used for conference-wide programming or provided directly to institutions. The Identity and Integration Activity is not a required initiative (though that initiative remains a permissible use of Tier Two funds).

Tier Three – Quality of the Participation Experience. Tier Three includes a series of optional strategic enhancements (technology, officiating improvement, athletics training/sports medicine and nutrition, promotions and marketing/Division III Branding and Promotions, championships enhancements and professional development). Conferences also may use Tier Three funds on permissible Tier One or Tier Two initiatives, or any other initiative that can be justified by the Division III Strategic Plan. In addition, coaching related professional development may be funded using Tier Three.

Tier Four – Diversity, Equity and Inclusion. Tier Four funds are meant to support the division’s strategic priority of diversity, equity and inclusion at the conference and/or institutional level. Each conference will annually receive \$24,000 in Tier Four. This additional funding will provide conferences and their member institutions with financial assistance to support the division’s strategic priority of diversity, equity and inclusion.

Administrative Stipend (Tier Five, previously Tier Four). Conferences are provided with an administrative stipend to offset the costs of grant program administration including coordination of the annual required third-party review. Conferences may choose to contract out the grant administration or manage the program with existing staff. This administrative stipend is listed under “Tier Five” within the grant reporting system; however, reporting on how the administrative stipend was used is not required. Sample grant administrator duties may be accessed on the [Division III Strategic Initiatives Grant Program homepage](#).

Overall Grant Program Policies and Procedures:

1. This program was formally approved by the governance structure and endorsed by the Division III Commissioner's Association in 2005 and launched in 2006-07. Grant allocations and policies are reviewed annually by the NCAA Division III Strategic Planning and Finance Committee, which includes representation from the Division III Commissioner's Association.
2. Currently, conferences are allocated between \$75,000 to \$140,000 annually based on the number of active conference members.
3. The grant reporting period is August 1 to July 31. Funds must be spent on expenses incurred during the grant reporting period. Eligible expenses are outlined in the General Overview of Tiers.
4. To receive funding, conferences must complete the following annual forms:
 - a. **Impact Form Report – due August 1.** The impact form report describes fund use during the established grant reporting period, and its impact on the conference (including self-certification), which affirms with the commissioner's signature that the conference office will submit a third-party external review by October 15 each year. The annual impact form report is completed through the online conference grant program and can be accessed on the [Division III Strategic Initiatives Grant Program homepage](#). The homepage also contains a detailed online grant program users guide.
 - b. **Requisition Form – due July 15** (in advance of the academic year in which funds will be provided). The Requisition Form affirms that the conference office will accept funds and use them in an appropriate manner. The form also provides verification from the conference office on the number of member institutions the conference will have in the year of grant funding. The annual requisition form is completed through the online conference grant program and can be accessed on the [Division III Strategic Initiatives Grant Program homepage](#). The homepage also contains a detailed online grant program users guide.
 - c. **Third-Party Review Form – due October 15** (following the academic year in which funds were used). The third-party review form provides documentation of a third-party external review of grant fund usage. The current third-party review form may always be accessed on the [Division III Strategic Initiatives Grant Program homepage](#).
5. Conferences should initiate broad-based, conference-wide dialogue to establish the policies governing the distribution of funds and the selection of grant recipients. To acknowledge this broad-based dialogue, upon submission the conference office will be checking a box that indicates that the grant usage has been shared and reviewed by representatives from four different conference constituent groups as chosen by the conference office. These four individuals also will receive an email copy of the final report and will be given two weeks to express any concerns related to that report to the grant administrator at the NCAA national office. This step is taken to ensure that the conference has used a broad-based and inclusive approach in determining grant usage and distribution of funds.
6. In August, the NCAA staff will conduct its standard review of each conference's impact form submitted to the national office, as well as confirm receipt of the conference's requisition form.

Following the NCAA staff review, the Conference Grant Review Subcommittee of the Strategic Planning and Finance Committee will conduct a review of the conference impact forms. At this point, the Subcommittee may deem that a Level Two review is necessary. This assessment may be part of the national office's program to monitor grant funding or may be for cause. If a Level Two assessment is deemed necessary, it would entail the NCAA collecting some of the conference's receipts and other grant related documents for examination and validation. Issues that may trigger a Level Two (for cause) assessment include:

- a. Not submitting the third-party external review by the October 15 deadline;
- b. Inconsistencies between accounting and narrative sections of the Impact Form;
- c. Lack of detail provided in the narrative section of the Impact Form; and
- d. Failure to abide by grant program policy with reported spending.

This list is only a sample and not an exhaustive list.

7. Following the Level Two assessment, a report will be presented to the Conference Grant Review Subcommittee to outline any findings and outstanding questions that may have resulted from the assessment.
8. If a conference allocates, or an institution uses, funds in a manner inconsistent with grant program policy, the Strategic Planning and Finance Committee will take one of four actions, depending on the nature of the fund use:
 - a. Issue a letter indicating a spending inconsistency with the grant policies and procedures. The letter will be sent to the commissioner, conference athletics director and conference president/chancellor that such fund use shall not be permitted in the future;
 - b. Deduct the funds that were used in a manner inconsistent with grant program policies from the conference's next annual grant allocation;
 - c. Require the conference to reimburse the NCAA in an amount equal to the funds that were used in a manner inconsistent with grant program policies. The conference is responsible for this reimbursement; however, it may require the institution to submit funds to the conference; or
 - d. Deduct funds from Tier Five administrative stipend.
 - e. Audit fund use and take other steps as deemed necessary by the staff or committee.
9. The deadline for completion of the Requisition Form is July 15 and the Impact Form (including required signatures) is August 1. The online Impact Form may be accessed on the [Division III Strategic Initiatives Grant Program homepage](#). The deadline for the annual third-party review form is October 15 each year.
10. Conferences will be provided with a two-day grace period for submitting the online Impact Form before being penalized a late fee of \$500 per week. The fine will be removed from the coming year's administrative portion of the grant.

11. Funds are distributed in mid to late September each year.
12. If a conference has a question about application of grant program policy or permissible use of funds, those questions may be forwarded to Ali Spungen (aspungen@ncaa.org), the grant program administrator, who will apply program precedent in granting approval or submit the question to the Division III Commissioner's Association Conference Grant Subcommittee or to the Division III Strategic Planning and Finance Committee representatives for review.
13. Business Practice Expectations.
 - a. For every check that is distributed, a receipt or document will be kept in the conference office.
 - b. Conference offices will complete and submit a Requisition Form with the annual Impact Form. The Requisition Form affirms that the conference office will accept funds for the coming year and use them in an appropriate manner.
 - c. Conferences must submit an annual third-party external review form not later than October 15. Third-party external reviewers will be independent of the conference's daily operations, accounting and approval processes. Examples of appropriate third-party reviewers are a member institution's business office (that does not handle conference finances directly); chair of the conference's presidential oversight body (e.g., institutional president); the conference's bank; or an outside accounting firm; etc. The current third-party review form may always be accessed on the [Division III Strategic Initiatives Grant Program homepage](#).
 - d. In 2012, additional Tier Five grant funding was added to offset the cost of the annual third-party external review.
14. Resource Allocations.
 - a. Starting in 2024-25, institutions on restricted status will not be taken into account in the determination of the allocation of funds to each conference or as an independent member institution. Provisional, reclassifying, and restricted status members are not taken into account in the determination of the allocation of funds to each conference; however, conferences that have provisional members may choose to share grant resources with those member institutions.

Starting in 2025-26, Conferences on restricted status will be taken into account in the determination of the allocation of funds to each conference. Conferences on restrictive status are not able to directly benefit from conference grant funding. All conference grant funding must only be used to benefit and support conference member institutions.
 - b. Conferences with members in two conferences will receive allocations for "half- members" (.5). With the adoption of NCAA Division III Proposal No. 2012-2, there shall not be any new conferences entering into such an arrangement, but relationships existing on or before August 1, 2012, will continue to be honored.
 - c. The Association of Division III Independents will support its current members; as well as independent institutions that are not members of that Association.

- d. Tier One and Tier Two allocations are based on the number of active member institutions in a conference. Tier Three allocations include an equal-base allocation for all conferences, plus an additional allocation per member institution. All conferences shall receive an equal allocation to support Tier Four and the administrative expense of managing this program including the annual third-party external review with Tier Five.
 - e. Because some tiers are flex tiers, funds may be spent as described in any of the outlined Tier policies, which includes any initiative under Tiers One or Two, since these tiers are based on the Division III Strategic Plan.
 - f. Allocations will vary each year based on fluctuating membership numbers and overall grant program budget adjustments.
 - g. No funding will be provided to conferences without active members and any funding left over from previous year must be returned to the NCAA.
15. Unused funds (rollover) must be returned to the NCAA with three exceptions:
- a. Exception One: If the conference has a remaining unused amount of funds amounting to \$300 or less within a particular tier, those dollars will not ‘carry over’ for required usage in the following year. In addition, the conference will not be required to provide a plan for future usage of those dollars, nor will the system flag those dollars for an explanation. Any tier with a carryover of \$301 or more will continue to require an explanation and plan for future usage. A conference may retain any unused funds totaling \$1,000 or less (across all four tiers combined), provided that the conference submits its justification and plans for the future use of the excess funds in the conference’s impact form. This does not require committee approval.
 - b. Exception Two: A conference may retain unused funds in excess of \$1,000 (beyond \$301 in any single tier) provided that the conference submits a detailed plan regarding how the excess funds will be used and the Strategic Planning and Finance Committee approves the plan. Any funds beyond \$1,000 unspent at the end of the subsequent year will need to be returned to the NCAA.
 - c. Exception Three: For unspent Tier One funding, a conference would need to return a minimum of \$1,000 to the NCAA.

Unused funds (rollover) policy may be applied to all Tiers except Tier Five.

Appropriate Usage of Funds Within Each Tier

Tier One – Professional Development, Education and Communication: Specific Spending Requirements and Preapproved Uses

Tier One funds are meant to support administrative professional development.

Tier One funds may be used on any Tier Two or Tier Three initiative or any other initiative justified by the Division III Strategic Plan as long as the required Tier One spend is met.

<p>Student-Athlete Advisory Committee (SAAC).</p> <p>Annual spending is required.</p> <p>Conferences shall spend at least \$200 per member institution in support of the conference SAAC.</p>	<p>Preapproved uses of SAAC funds include:</p> <ol style="list-style-type: none"> 1. Conference SAAC meeting and communication expenses (e.g., travel and meals for student-athletes and advisors). 2. Guest speakers for conference SAAC meetings. 3. Conference SAAC t-shirts. 4. Conference SAAC leadership banquet or retreat. 5. Expenses related to conference SAAC directed community service projects. 6. Conference SAAC website creation and maintenance (including blogs and polling devices). 7. Promotions of conference SAAC initiatives (e.g., sportsmanship giveaways, posters, marketing of National Student-Athlete Day). 8. Conference SAAC logo development. 9. Increasing committee size. 10. Conference SAAC Scholar-Athlete of the Month program. 11. Student or SAAC led initiatives to raise awareness of equity or inclusion issues. 12. Expenses for sending student-athletes to NCAA Convention. 13. Leadership programming for institutional SAAC leaders (e.g., provide campus SAAC officers with 2-3 leadership sessions, then follow-up with a conference-wide session with all campus officers and conference SAAC reps; campus-only SAAC leadership program/seminar.) <p>NOTE: Other uses may be permissible; however, require approval from the conference grant administrator.</p>
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<p>Compliance and Rules Seminar Education.</p> <p>Annual spending is strongly encouraged, but optional.</p>	<p>Preapproved uses of Compliance and Rules Seminar Education funds include:</p> <ol style="list-style-type: none"> 1. NCAA Regional Rules Seminars. 2. Support the overall costs of a regional-based Conference Rules Seminar event. (Only permissible in the year which a conference is hosting a Conference Rules Seminar). 3. Travel expenses for Conference Rules Seminar event attendees. 4. Printing of NCAA manuals. 5. Name, Image and Likeness (NIL) seminar education event (i.e., compliance coordinators and administrators). 6. Campus Sexual Violence Attestation Education. <p>NOTE: Other uses may be permissible; however, require approval from the conference grant administrator.</p>
<p>Faculty Athletics Representative (FAR)</p> <p>Annual spending is strongly encouraged, but optional.</p>	<p>Preapproved uses of FAR funds include:</p> <ol style="list-style-type: none"> 1. FARA Annual Meeting. 2. NCAA Convention. 3. NCAA Inclusion Forum. 4. NCAA Regional Rules Seminar. 5. General administrative professional development opportunities offered by the affiliate groups of the BCA, MOAA, NACDA, NADIIAA, Women Leaders in Sports. <p>If a conference desires to host a professional development event not on this list (i.e., a conference-based event), it may do so on a schedule not to exceed once every three years. In order to permissibly use funding in this manner, an agenda and attendee list must be approved by the NCAA staff grant administrator in advance of such an event.</p> <p>NOTE: Other uses may be permissible; however, require approval from the conference grant administrator.</p>

<p>Campus Senior Woman Administrators (SWA)</p> <p>Annual spending is strongly encouraged, but optional.</p>	<p>Preapproved uses of SWA funds include:</p> <ol style="list-style-type: none"> 1. NCAA Convention. 2. NCAA Inclusion Forum. 3. NCAA Regional Rules Seminar. 4. Women Leaders in Sports Convention. 5. NCAA and Women Leaders in Sports Women's Leadership Symposium. 6. Women Leaders in Sports Institutes (Administrative Advancement, Leadership Enhancement and Executive). 7. Title IX seminars, generally. 8. General administrative professional development opportunities offered by the affiliate groups of the BCA, MOAA, NACDA, NADIII AA, Women Leaders in Sports. 9. Women Leaders in Sports Membership Dues. 10. WeCOACH attendance and membership. 11. NACDA/NADIII AA membership dues. <p>If a conference desires to host a professional development event not on this list (e.g., a conference-based event), it may do so on a schedule not to exceed once every three years. In order to permissibly use funding in this manner, an agenda and attendee list must be approved by the NCAA staff grant administrator in advance of such an event.</p> <p>SWA funds may <u>not</u> be used to fund professional development for a female director of athletics, including attendance at the NCAA Convention.</p> <p>SWA funds may be used to support attendance at the list of preapproved events for SWAs and individuals aspiring to hold the designation of SWA.</p> <p>NOTE: Other uses may be permissible; however, require approval from the conference grant administrator.</p>
<p>Campus Athletics Communication and Sports Information Directors</p> <p>Annual spending is strongly encouraged, but optional.</p>	<p>Preapproved uses of member institution SIDs funds include:</p> <ol style="list-style-type: none"> 1. The annual CSC meeting. 2. The annual ECAC SIDA meeting. 3. CSC and ECAC-SIDA membership dues. 4. NACDA/NADIII AA membership dues. <p>If a conference desires to host a professional development event not on this list (i.e., a conference-based event), it may do so on a schedule not to exceed once every three years. In order to permissibly use funding in this manner, an agenda and attendee list must be approved by the NCAA staff grant administrator in advance of such an event.</p> <p>NOTE: Other uses may be permissible; however, require approval from the conference grant administrator.</p>

<p>Athletic Direct Reports (ADR - Vice Presidents OR Presidents to whom athletics directly reports)</p> <p>Annual spending is strongly encouraged, but optional.</p>	<p>Preapproved uses of ADR funds include:</p> <ol style="list-style-type: none"> 1. NCAA Convention. 2. NCAA Inclusion Forum. 3. NCAA Regional Rules Seminar. 4. General administrative professional development opportunities offered by the affiliate groups of the BCA, MOAA, NACDA, NADIII AA, Women Leaders in Sports. 5. NACDA/NADIII AA membership dues. <p>Funding for these preapproved uses can be provided for a president if they serve as the ADR.</p> <p>If a conference desires to host a professional development event not on this list (i.e., a conference-based event), it may do so on a schedule not to exceed once every three years. In order to permissibly use funding in this manner, an agenda and attendee list must be approved by the NCAA staff grant administrator in advance of such an event.</p> <p>NOTE: Other uses may be permissible; however, require approval from the conference grant administrator.</p>
<p>Conference Office Staff (including Commissioners, Assistant Commissioners and conference Sports Information Directors)</p> <p>No more than \$6,000 of the Tier One total amount can be spent within this category.</p> <p>Annual spending is strongly encouraged, but optional.</p>	<p>Preapproved uses of Conference Office staff funds include:</p> <ol style="list-style-type: none"> 1. Attendance at D3CA meetings; 2. Attendance at any Regional Commissioner Meeting; 3. CSC and/or ECAC SIDA meetings; 4. NCAA Convention; 5. NCAA Regional Rules Seminars; 6. NCAA Inclusion Forum; 7. Women Leaders in Sports Convention; 8. NCAA Women's Leadership Symposium; 9. Women Leaders in Sports Institutes. 10. Title IX seminars. 11. General administrative professional development opportunities offered by the affiliate groups of the BCA, MOAA, NACDA, NADIII AA, Women Leaders in Sports. 12. NACDA/NADIII AA membership dues. <p>No more than \$6,000 of the Tier One total amount, excluding rollover funds from the previous year, can be spent within the Conference Office Staff category.</p>

<p>People of Color</p> <p>Annual spending is strongly encouraged, but optional.</p>	<p>Preapproved uses include:</p> <ol style="list-style-type: none"> 1. General administrative professional development opportunities offered by the affiliate groups of the BCA, MOAA, NACDA, NADIII AA, Women Leaders in Sports. 2. NCAA Convention; 3. NCAA Inclusion Forum (see exception two below for attendance by non-ethnic minority); 4. NCAA Regional Rules Seminar; and 5. MOAA/NACDA/NADIII AA membership dues. 6. Any of the above programming for Athletic Diversity and Inclusion Designees (ADIDs) <p>Exception one: If a conference does not have a racial or ethnic minority administrator available to attend one of the preapproved events, they also may send an ethnic minority coach to an event other than a coaching convention or send an ethnic minority student-athlete to the NCAA Convention. In the latter case, the student-athlete must have an interest in pursuing a career in athletics, and the conference must commit to making the Convention a meaningful experience for the student-athlete.</p> <p>Exception two: If all options for racial or ethnic minority candidates have been exhausted, conferences may provide funding for any administrator to attend an event specifically designed to increase campus or conference diversity or to help campuses or conferences develop strategies to generate diverse candidate pools. An example of such an event would be the NCAA Inclusion Forum.</p> <p>If a conference desires to host a professional development event not on this list (i.e., a conference-based event), it may do so on a schedule not to exceed once every three years. In order to permissibly use funding in this manner, an agenda and attendee list must be approved by the NCAA staff grant administrator in advance of such an event.</p> <p>NOTE: Other uses may be permissible; however, require approval from the conference grant administrator.</p>
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<p>Athletic Trainers</p> <p>Annual spending is strongly encouraged, but optional.</p>	<p>Preapproved uses of Athletic Trainers funds include:</p> <ol style="list-style-type: none"> 1. NATA Annual Clinical Symposia & AT Expo. 2. College Athletic Trainers' Society (CATS) Annual Meeting. 3. Any expenses Related to Certification-Based Clinics or Training Sessions (e.g., Local, Regional or State Clinics). 4. NATA membership dues. <p>If a conference desires to host a professional development event not on this list (i.e., a conference-based event), it may do so on a schedule not to exceed once every three years. In order to permissibly use funding in this manner, an agenda and attendee list must be approved by the NCAA staff grant administrator in advance of such an event.</p> <p>NOTE: Other uses may be permissible; however, require approval from the conference grant administrator.</p>
<p>Coaching Education and Enhancement</p> <p>Annual spending is strongly encouraged, but optional.</p>	<p>Preapproved uses of Coaching Education and Enhancement include:</p> <ol style="list-style-type: none"> 1. Professional development activities for coaches (including Strength and Conditioning coaches). 2. Host session on professional ethics in coaching. 3. Attendance at Intercollegiate Athletics Forum. 4. New coach's seminar (compliance review, general). 5. Support attendance at the NCAA Coaches Academy. 6. Membership dues (e.g., MOAA, NACDA, CSC, Women Leaders in Sports, WeCOACH, etc.)

If the required Tier One SAAC spend is not met, \$500 will be deducted from the conference Tier Five funding for the next grant cycle.

**Tier Two – Social Responsibility and Integration: Specific Spending Requirements
and Preapproved Uses**

Unspent Tier Two funds may be spent on preapproved items in Tier Three, and all Tier Three funds need to be spent before using Tier Two funds for Tier Three preapproved expenses.

The conference is encouraged to support each of the following areas:

1. Student-Athlete Well-Being/Community Service.
2. Diversity, Equity and Inclusion.
3. Integrity and Sportsmanship.
4. Academic Experience.
5. Identity and Integration Activities.

Conferences may spend the entire Tier Two allotment in one area in a given year or may divide it between areas.

Preapproved uses of Student-Athlete Well-Being/Community Service funds include the following:

1. Academic banquet and awards.
2. Adversity training.
3. Alcohol abuse prevention programs or speakers.
4. Anger management programs.
5. Campus Sexual Violence Attestation Education.
6. Career planning seminars for student-athletes*.
7. Community outreach.
8. Division III week activities.
9. Etiquette training*.
10. Social media education.
11. Gambling education.
12. Hazing education.

13. Healthy relationships/sexual health and abuse education or programming.
14. Concussions education (e.g., Impact Program).
15. Leadership development speakers or materials*.
16. Life planning programming*.
17. Life skills programming*.
18. Media training for student-athletes.
19. Medical testing/screening equipment for COVID-19.
20. Mental discipline/performance psychology training*.
21. Mental and Physical health.
22. Motivational speaker for student-athletes*.
23. Name, Image and Likeness (NIL) rules compliance education and monitoring (i.e., approved apps so far: Athliance and Opendorse).
24. Nutritional/diet information (handbook, access to nutritionist).
25. OneTeam training (e.g., travel and session-related expenses).
26. Personal Protective Equipment (PPE).
27. Purchase of AEDs.
28. Rest/recovery education.
29. Safe competition techniques.
30. Special Olympics initiatives (See the Division III Special Olympics partnership website for programming ideas).
31. Sports massage and relaxation techniques.
32. Student-athlete attendance at NCAA Convention.
33. Time management skills training*.
34. Training for student-athlete mentors (SAM program).
35. Treatments by sports psychologist to address issues including stress management, anxiety, burnout and life balance.

36. Sports Wagering Prevention (this is a subtopic of student-athlete well-being). The NCAA's Sports Wagering webpage offers further information.
- a. Funding for awareness around National Problem-Gambling Awareness week. This can be a campus-wide event with a sport wagering focus. Awareness week is strategically placed in March soon after Super Bowl and before March Madness.
 - b. Giveaways for students during National Problem-Gambling Awareness week for participation in organized prevention events.
 - c. Advertising about Awareness week or other gambling prevention on campus (television scrolls, campus newspaper; local newspaper, mass emails).
 - d. Posters/postcards to promote prevention events or to disseminate information about gambling (i.e., sports betting/office pools).
 - e. Campus speaker about gambling.
 - f. Distribution of problem-gambling brochure to student-athletes and parents.
 - g. Employ the StepUP program, a pro-social behavior/bystander-intervention program.
 - h. Annual letters to local media.
 - i. Gambling websites blocked in computer labs.
 - j. Conduct a Wellness Assessment Survey.
 - k. Props for tabling events to attract students (green felt, card shuffler, display board).
 - l. Funding for a campus task force lead by athletics using the National Center for Responsible Gaming (NCRG) report to help guide policy and prevention (See ncrg.org website for report and recommendations).
37. Start or continue chapters of Chi Alpha Sigma (the national college athlete honor society).

*Per NCAA Division III extra benefit regulations, similar programming must be open to the general student-body for these services to be provided to student-athletes (see NCAA Division III Bylaw 16.3.2). Please contact your NCAA academic and membership affairs conference contact if you have interpretive questions regarding the extra benefit regulations.

Impermissible fund use includes the following:

- Televisions or entertainment equipment for locker rooms or other common spaces.

Preapproved uses of Diversity, Equity and Inclusion funds include the following:

1. Attendance by student-athletes, coaches or administrators at equity or inclusion focused education or professional development events.
2. Campus or community equity or inclusion workshops.
3. Creative presentations to raise awareness of equity or inclusion issues (e.g., plays, spoken word performance, art exhibits or other artistic expressions).
4. Cultural Competency Coaching.
5. Recruitment and retention of ethnic minority student-athletes.
6. Recruitment and retention of women and ethnic minority staff.
7. Events to encourage women and ethnic minorities to pursue careers in athletics (e.g., Winning Careers in Athletics, women's coaching symposiums, student-athlete attendance at the NCAA Convention).
8. Guest speakers on equity or inclusion topics.
9. OneTeam training (e.g., travel and session-related expenses).
10. Inclusive Leaders training (e.g. travel and session-related expenses).
11. Panel discussions on equity or inclusion topics.
12. Service or mentoring activities with a focus on equity or inclusion awareness.
13. Sponsor an internship program for female or ethnic minority junior or senior students with an interest in pursuing a career in athletics. The duties and responsibilities for the internship will vary and the overall goal is to provide administrative duties, including sports information, and professional networking in order to give a quality career experience in college athletics. Since the internship is meant for current students, there would be no coaching responsibilities assigned.
14. Student or SAAC-led initiatives to raise awareness of equity or inclusion issues.
15. Student-Athlete Retreat focusing on equity and inclusion issues.

Preapproved uses of Integrity and Sportsmanship funds include the following:

1. All-Conference sportsmanship teams or other conference-based awards.
2. Banners and signage.

3. Banquet.
4. Community clinics.
5. Division III Week activities.
6. Educational materials, including, but not limited to, mailings to parents and program inserts.
7. Establishment of good sportsmanship student-body pep group or pep rally.
8. Guest speakers.
9. Gameday the DIII Way training (e.g., travel and session-related expenses).
10. Halftime events.
11. In-game announcements.
12. Newspaper ads promoting sportsmanship.
13. Partnering with SAAC for workshops and seminars.
14. Play with Respect ... Live Respectfully – Program includes five seminars on positive sports behavior, appropriate decision making and core life values for student-athletes, coaches and athletics staff.
15. Positive spectator engagement.
16. Promotional items including, but not limited to, awareness bracelets and t-shirts.
17. Sportsmanship day.
18. Sportsmanship summit including supervisor of officials, student-athletes, coaches and directors of athletics.

For additional information, please refer to the Division III sportsmanship, Gameday the DIII Way webpage.

Preapproved uses of Academic Excellence:

1. Academic banquet and awards.
2. Career planning seminars for student-athletes*.
3. Leadership development speakers or materials*.
4. Life skills programming*.
5. Start or continue chapters of Chi Alpha Sigma (the national college athlete honor society).

6. Time management skills training*.
7. Training for student-athlete mentors.

Identity and Integration Activities

The Identity and Integration Activity is no longer mandatory, but Tier Two funds can still be used for it. Activities and symposiums should focus on Division III identity and integrating athletics within the campus and conference. These events aim to unite key conference members to discuss supporting the integration concept, aligning with Division III's philosophy and Strategic Positioning Platform. For planning assistance, refer to the Sample Identity and Integration Symposium and Activity Guide on the Division III Strategic Initiatives Grant Program homepage.

Other permissible identity and integration activities that may include key conference constituents or campus only key constituents include the following:

1. Support of faculty mentor programs designed to promote a better understanding of the student-athlete experience.
2. Campus-based identity/integration discussions: Provide various campus constituencies (e.g., faculty, academic staff, administration) with the opportunity to learn about the role of athletics, the Division III philosophy, how athletics is integrated within the university as a whole and how athletics contributes to the overall mission of the institution and conference.
3. Celebration of Division III Week incorporating various campus departments.
4. Host a faculty forum on intercollegiate athletics.
5. Recognize National Student-Athlete Day, incorporating various campus departments.
6. Collaborate with admissions office to conduct an annual recruiting seminar.
7. Partner with development office and devise a specific fundraising project that would aid both athletics and development.
8. SAAC-led identity and integration presentations to institutional constituents, such as boards of trustees, faculty, and alumni, and facilitate other campus discussions.
9. Student-athlete integration discussions: engage student-athletes in discussions about the Division III philosophy, how athletics is integrated within the university as a whole, and how athletics contributes to the overall mission of the institution.
10. Programs focused on establishing and assisting students in achieving essential learning outcomes through the identification and integration of learning outcomes taught both on and off-the-field.
11. Conferences may use Tier Two funds on promotional materials (including video) supporting the Division III Identity.

Tier Three – Quality of the Participation Experience: Specific Spending Requirements and Preapproved Uses

Tier Three funds may be used on any permissible Tier One or Tier Two initiative, or any other initiative justified by the Division III Strategic Plan.

Impermissible Tier Three fund use includes the following and will be denied:

1. Salary or benefits for campus or conference full-time employees.
2. Standard operating expenses beyond technology expenses.
3. Property plant and equipment that cannot be linked directly to enhancing the participation experiences (e.g., replacing standard athletics equipment or facility maintenance).

Preapproved uses of Technology funds include the following:

1. Bat testing.
2. Color printing equipment and supplies.
3. Communication hardware and software.
4. Computers: desktops, laptops and tablets.
5. Conference webmaster (contract work).
6. Game film exchange.
7. Internet and cellular service.
8. Name, Image and Likeness (NIL) app software.
9. Wind gauge (automatically feeds wind speeds into track results program).
10. Statistical software packages and updates.
11. Webcasting (web production and equipment).
12. Web enhancements, including a conference scoreboard.

Preapproved uses of Officiating Funds include the following:

1. Assignment software (e.g., RefQuest).

2. Bat testing.
3. Funding pre-season officiating meetings.
4. Headsets for soccer officials.
5. Hiring officials' observers, who evaluate, educate and recruit officials.
6. Officials' enhancement education, including attendance at the annual July National Association of Sports Officials (NASO) Annual Sports Officiating Summit.
7. Officials training (could include subsidizing registration with RefQuest).
8. Officiating crew manuals.
9. Officials Appreciation Week.

Note: Per the Strategic Planning and Finance Committee, there is an annual requirement to spend a \$3,500 minimum for officiating enhancements for 2019-20 and beyond.

Preapproved uses of Athletic Training/Medicine/Nutrition funds include the following:

1. Athletics training equipment.
2. Creation of a conference-wide athletics training standards manual.
3. Eating to Win program.
4. Funding for planning team to implement heat protocol (including communication initiatives and educational materials).
5. Health and safety posters.
6. Lightning detectors.
7. Nutrition lectures.
8. Portable AED units.
9. Professional development session for certified athletic trainers.
10. Renew site licenses for IMPACT Concussion Management software.
11. Session for staff or student-athletes: identify signs or symptoms of depression.
12. Sports Medicine Educational Symposium (review new trends in sports medicine).

Preapproved uses of Promotions/Marketing/Identity (Division III identity activation) funds include the following:

1. Conference banners.
2. Conference directory.
3. Logo development.
4. Schedule cards.
5. Traveling conference trophies.

Preapproved uses of Championships Enhancement funds include the following:

1. Championship t-shirts for participants.
2. Conference awards (participant, MVP, other).
3. Conference-wide championships program.
4. Employment of a professional timing company for swimming, indoor and outdoor track and field and/or cross country championships.
5. Increased signage.
6. Reimbursing expenses for sportsmanship chaperones.

Preapproved uses of Professional Development, Administration/Coaching Education Enhancement funds include the following:

1. Professional development activities for coaches (including Strength and Conditioning coaches), other campus athletics staff, conference interns or any of the constituents included in Tier One. Events include the preapproved list from Tier One or other events the conference determines to be effective professional development programming. ***For conference office staff travel, a total of \$6,000 can be spent over Tiers One, Two, and Three.**
2. Conference SAAC leadership retreat.
3. Host a professional development day for entire conference.
4. Host session on professional ethics in coaching.
5. Host speaker on catastrophe management.
6. Attendance at Intercollegiate Athletics Forum.

7. New coach's seminar (compliance review, general).
8. Support attendance at the NCAA Coaches Academy.
9. Membership dues (e.g., MOAA, NACDA, CSC, Women Leaders in Sports, WeCOACH, etc.)
10. Host a Name, Image and Likeness (NIL) education seminar event.

Tier Four - Diversity, Equity and Inclusion: Specific Spending Requirements and Preapproved Uses.

Tier Four funds support the division's strategic priority of diversity, equity and inclusion at the conference and/or institutional level.

Each conference receives \$24,000 annually in Tier Four and provides conferences and their member institutions with financial assistance to support the division's strategic priority of diversity, equity and inclusion.

Full-Time, Part-Time and Intern Positions

If a conference or a member institution plans to use the funding to enhance gender or Person of Color representation through an administrative or staff position:

- Individual must identify as a female or Person of Color.

Preapproved positions:

- **Part-Time Staff/Interns.** Conference grant funds may be used to fund part-time or intern salaries (e.g., coordinator of officials, assistant, associate) during the grant cycle, provided the conference can tie the use of funds directly to any initiative in the strategic initiatives conference grant. Further, the conference must provide information regarding the position in the conference grant report, including an explanation of the job duties/responsibilities for the part-time staff member or intern, as well as general information regarding the position (e.g., selection process, length of services, number of hours worked per week, salary, etc.).
- **Full-time Positions.** Full-time positions being funded or created as a part of the strategic initiatives conference grant program must include a connection to any initiative in the strategic initiatives conference grant to support the needs of the conference or member institution. The conference is required to include a timeline to move the position to the conference's base budget. Funding for the full-time position by conference grant funds may not exceed more than three consecutive years. Additionally, the conference must provide an explanation of the job duties/responsibilities for the full-time position in the conference grant report form.
- **Offset or Enhance an Existing Position.** To offset or enhance a position, the position must already be within the department/conference office organizational chart to be permissible. The conference is required to include a timeline to move the position to the conference's base budget within three years. Funding to offset or enhance an existing position with conference grant funds may not exceed more than three consecutive years.
- **Any expenses related to a new hire (FT, PT, or Interns)** that are pre-approved within the current Conference Grant Policies. This may include, technology needs for the new hire, professional development opportunities (additional from Tier One permissive spending for conference office), etc.

Programming

Preapproved uses:

- Programming for Athletic Diversity and Inclusion Designees (ADIDs) and diversity, equity and inclusion conference or member institution programming. *
- Conferences may establish a “consortium” with one another around diversity, equity and inclusion by pooling grant funds and conducting joint programs.
- Refer to People of Color (formerly BIPOC) and SWA spends in Tier One and Equity and Inclusion spend in Tier Two for a list of pre-approved uses.

*Per NCAA Division III extra benefit regulations, similar programming must be open to the general student-body for these services to be provided to student-athletes (see NCAA Division III Bylaw 16.3.2). Please contact your NCAA academic and membership affairs conference contact if you have interpretive questions regarding the extra benefit regulations.

Additional uses may be permissible; however, require approval from the conference grant administrator. When submitting ideas please provide proposed plan and rationale for the ask.

Impermissible uses:

- Dollars to supplement items in the overall Division III budget (e.g., NCAA Championships; Division III Strategic Alliance Matching Grant; Division III Ethnic Minority and Women’s Internship Grant and Division III Coaching Enhancement Grant)
- Dollars to offset or enhance the commissioner, executive director or director of athletics position.

Administrative Stipend (“Tier Five”)

Conferences are provided with an administrative stipend to offset the costs of grant program administration including coordination of the third-party review. Conferences may choose to contract out the grant administration or manage the program with existing staff. This administrative stipend is listed under “Tier Five” within the grant reporting system; however, reporting on how the administrative stipend was used is not required. Sample grant administrator duties may be accessed on the [Division III Strategic Initiatives Grant Program homepage](#).