



USOPC Membership Application

Logan University Membership Application

PREPARER:	REVIEWER:	DUE DATE:	
Kelley Humphries	Bridget Toelle	2020-09-30	
SUBMITTED BY:	SUBMITTED DATE:	CERTIFIED BY:	CERTIFIED DATE:
Kelley Humphries	2020-09-22	Laurel Travis	2020-11-02

Introduction & Instructions

Welcome to the online application for membership in the USOPC as an Olympic Sport Organization, Pan American Sport Organization, or Paralympic Sport Organization all collectively referred to as a National Governing Body (NGB).

Please see the document attached outlining all required documents and questions to be answered within this system. Additionally, the overview of the recognition process, including NGB requirements and support is attached.

Thank you in advance for taking the time and effort to complete the application process. We look forward to working with you throughout this process.

If needed, please find helpful instruction videos at the link below for your reference.

SECTION 1: REQUIRED ATTACHMENTS

Please provide the following attachments. If your organization does not have one of the listed required documents, please upload an explanation as to why your organization does not have the document, why it may not be relevant and/or the steps to which your organization is taking in order to obtain the document.

1. Bylaws

2 file(s) attached:

LoganUBylaws.pdf

Paralympic Operation Handbook.pdf

2. Articles of Incorporation

2 file(s) attached:

Logan University - Amended (name change) Articles of Incorporation- 2003.pdf

Logan Articles of Incorporation- amendment 2011.pdf

3. Code of Conduct(s)

1 file(s) attached:

PODCodeofConduct.pdf

4. Grievance Procedures, if separate from Bylaws

2 file(s) attached:

PODComplaintForm.pdf

PODGreivance Procedures.pdf

5. Most recent IRS Form 990

1 file(s) attached:

2018 Final Logan University Inc. 2018 990.pdf

6. Most recent Audited Financial Statements with management letter

1 file(s) attached:

Logan University Inc. 2019 ye Final.pdf

7. Organizational Structure of the Board of Directors with corresponding names and designated positions (e.g. Athlete Representative, Independent Director).

1 file(s) attached:

PODOrgCharts.pdf

8. Organizational Chart of Staff

1 file(s) attached:

PODOrgCharts.pdf

9. Organizational Chart of members, clubs, state organizations, regions, etc.

1 file(s) attached:

PODOrgCharts.pdf

10. List of Committees

1 file(s) attached:

PODCommittees.pdf

11. Criminal Background Check Policy

3 file(s) attached:

PODMemOrgBackgroundPolicy.pdf

PODBackgroundCheckProcedures.pdf

PODBackgroundCheckPolicy.pdf

12. Athlete Safety Policy

1 file(s) attached:

MasterAthleteSafety.pdf

13. Strategic Plan, or anticipated Strategic Plan

1 file(s) attached:

PODStrategicPlanFinalDraft.pdf

SECTION 2: GENERAL QUESTIONS

14.

Explain why your Sports Organization desires to become a member of the USOPC and indicate the benefits that your organization can bring to the USOPC as a member.

Response:

Logan University's (Logan) commitment to the sport of Paralympic Powerlifting (PWR) in the US, the US Para Powerlifting (USAPP) team, and the Paralympic movement as a whole has increased over the last four (4) years. Initially providing peripheral assistance, Logan has embraced the sport's culture and its role in the Paralympic movement. As a result, Logan created the Paralympic Operations Department (POD) in March of 2019.

The POD has continued to support its athletes and looking to the future, will deepen that commitment so that USAPP can position itself for success and continued growth. The objective measures of improvement seen by the sport under the management of Logan's POD (reflected in the High-Performance reports submitted to the USOPC from since 2017 and included the 2021-2024 quadrennial plan) have shown the sport is able to thrive. The POD will ensure USAPP's ability to continue to make progress towards its vision of being a premier Paralympic Sport in the United States. As the POD continues to support the sport and its organizational needs, USAPP's vision will become a reality.

As a member of the USOPC, the Logan and its POD will bring a unique outlook on management organizations within the movement. Logan's involvement with the Paralympic movement is the atypical expansion that sets it apart and uniquely empowers the university to unify its community in ways that will benefit all of its constituents. Its devotion to USAPP and the Paralympic movement embodies the Logan's Mission, Vision, and Values and that Logan's expansion into the Paralympic movement is will within the university's scope and ability. As an institution of higher education, the resources Loga is able to provide a Paralympic sport go beyond that of most governing organizations. Many of the resources that governing organizations rely on the USOPC to provide, Logan is able to provide through its internal resources.

15.

How many members does your organization have?

Response:

In the past, USAPP has not had a formal membership. In January of 2020, the POD established a membership system specifically for the sport. To date, there are 48 active members of USAPP.

16.

What is the mission statement of your organization?

Response:

Logan's Paralympic Operations Department

Mission

Logan's POD is committed to excellence in High-Performance (HP) Paralympic Sport services that are athlete centered and create unique educational and service opportunities for its community.

Statement of Commitment to USA Para Powerlifting

Logan's POD fully supports and is committed to USA Para Powerlifting (USAPP) and its unique mission, vision and values.

USA Para Powerlifting

Mission

USAPP is committed to creating the highest quality opportunities and programs to ensure the identification and development of the best talent for the sport of PWR across the US.

17. Have you reviewed, and will your organization comply with applicable anti-doping rules, policies and procedures?

Response:

Yes

18. Have you reviewed, and will your organization comply with applicable US Center for SafeSport requirements and USOPC Athlete Safety policies?

Response:

Yes

19.

Do you know of any other national sports organizations in the sport for which your organization is seeking membership? If so, please include details about the sport organizations involvement, along with the contact information.

Response:

No

20.

Please provide information on your office facilities. Indicate whether your organization utilizes a home office, shares an office with another organization or has an office dedicated solely to your organization.

Response:

All offices are owned by Logan University and located at 1851 Schoettler Rd Chesterfield, MO 63017. Offices are solely dedicated to the business and operations of all Logan programs and departments.

SECTION 3: SPORT PERFORMANCE QUESTIONS

21.

What does your high performance program look like?

Response:

We have uploaded our High-Performance plan with our strategic plan for your review. It will provided detailed answers to this question.

22.

If you hold a national championships for your sport, please explain the structure and the number of participants. If not, do you have plans to do so?

Response:

We currently do not hold a National Championship. It is in our Strategic Plan and we are currently working on its structure.

23. Do you have a national team?

Response:

Yes

Comment:

As the High-Performance Plan explains we have standards for the National Team.

24.

Please describe your current method of how you select athletes to compete in international competitions.

Response:

We have a template internal selections procedures that are modified each year to ensure we are best servicing the athletes and producing the most competitive teams per the rules of the sport's international federation and the USOPC's standards. A copy of this template has been uploaded for your review.

25.

What activities and programs do you support to help grow and promote your sport (grassroots)?

Response:

Please see the uploaded Strategic Plan and the High-Performance Plan for a detailed answer to this question.

26.

Please explain any future plans for your sport performance program.

Response:

Please see the uploaded Strategic Plan and the High-Performance Plan for a detailed answer to this question.

27. Please attach any supporting documents that provide context for your sport performance program.

2 file(s) attached:

2020_2021USAPP HPP(submitted).pdf

InternalSelectionProcedures.pdf

SECTION 4: REVIEW AND CERTIFICATION OF RESPONSES

28.

I certify that these answers accurately represent the current, or anticipated, state of the organization.

Name

Response:

Kelley Humphries

Reviewers

Bridget Toelle

Laurel Travis on 2020-11-02 03:55 pm ✓

Governance

Bylaws

ARTICLE I BOARD OF TRUSTEES

Section 1 Make-up of the Board

The general management of the affairs of Logan University (“University”) shall be vested in the Board of Trustees (“Board”), who shall be elected as provided in Article I, Section 3 of these Bylaws.

The number of trustees (aka “members”) shall be no more than fifteen (15) nor less than ten (10) and shall be comprised as follows:

A majority (51% or more) of said Board members shall be a Doctor of Chiropractic with at least five (5) years of practice experience.

At least four (4) members shall be laypersons providing public representation on the Board.

Nominees shall not be employed by or be an officer of the University.

Except as authorized specifically by the Board pursuant to Article VI of these Bylaws, the Board members are to receive no financial benefits from the operations of the University or from any other member(s) of the Board and the administrative staff, or from businesses or enterprises controlled or directed by them. No Board member shall serve in an administrative or instructional capacity for the University. Board members will be reimbursed for their travel expenses for Board meetings.

The essential responsibilities of the Board include:

1. Establishing, disseminating, and keeping current the University’s mission.
2. Selecting a chief executive to lead the University.
3. Supporting and periodically assessing the performance of the chief executive.
4. Charging the chief executive with the task of leading a strategic planning process.
5. Ensuring the University’s fiscal integrity, preserving and protecting its assets for posterity and engaging directly in fundraising and philanthropy.
6. Ensuring the educational quality of the University and its academic programs.
7. Engaging regularly, in concert with administration, with the University’s major constituencies.
8. Conducting the Board’s business in an exemplary fashion and with appropriate transparency; ensuring the currency of the Board governance policies and practices, and; periodically assessing the performance of the Board, its committees, and its members.

Section 2 Officers of the Board

Chair

The Board shall elect a chair by majority vote of the Board. He/She shall be elected at the annual meeting of the Board for a three-year term or completion of his/her term of office or at a regular meeting depending on the needs of the Board. In all cases, the first-year term begins upon election and ends at the subsequent annual meeting. The newly elected chair will begin his/her term immediately upon being elected. He/She shall preside over the meetings and coordinate the work of all committees of the Board.

In the event of the chair’s resignation, death, removal or other disability which, with or without reasonable accommodation, prevents the chair from performing the essential functions of his/her position, the vice-

chair shall assume all rights and duties of the chair until the next Board meeting or special meeting called for electing a new chair. Should the vice-chair then be elected chair, a new vice-chair shall be elected at the same meeting.

Vice Chair

The Board shall elect a vice-chair by majority vote of the Board. He/She shall be elected at the annual meeting of the Board for a three-year term or completion of his/her term of office or at a regular meeting depending on the needs of the Board. In all cases, the first-year term begins upon election and ends at the subsequent annual meeting. The newly elected vice chair will begin his/her term immediately upon being elected. He/She shall serve as an ex-officio member of those committees designated by the chair and be prepared to serve and conduct Board meetings in the absence of the chair.

Secretary

The Board shall also elect a secretary. He/She shall not be member of the Board. The secretary shall be elected by the Board at its annual meeting or at a regular meeting depending on the needs of the Board by a majority vote of the Board upon recommendation by the President and shall work under the President's supervision. The newly elected secretary will begin his/her term immediately upon being elected. He/she shall be elected for a one (1) year term unless deemed unsatisfactory by the President during this one-year term. It shall be the responsibility of the secretary to keep a permanent record of the minutes of all meetings, to provide necessary agenda and meeting information to all members appropriately in advance of meetings, and other such duties as assigned from time to time by the Board or the President.

Section 3 Election of Members

Only current Board members may nominate someone for the Board's consideration as a trustee.

Trustees shall be elected at the annual meeting. Each member of the Board shall be entitled to one vote for each candidate and a candidate receiving a majority of affirmative votes from Board members shall be declared elected. Newly elected trustees will begin their terms immediately upon being elected. Nominees for the Board shall be submitted in writing to each member of the Board at least thirty (30) days prior to the annual meeting of the Board.

Elections for new trustees may occur at other meetings, with consent of the Chair. In these instances, the first term will end on the third anniversary of the annual meeting following his/her taking office.

Current members of the Board whose terms are expiring should indicate in writing their intent to stand for re-election to the Board no less than thirty (30) days prior to the annual meeting.

Section 4 Term of Office

The terms of the trustees should be divided or staggered such that one-third (1/3) of the possible total membership shall be elected each year and shall serve for a term of three (3) years as determined by the Board.

Members of the Board may serve a maximum of six (6) consecutive years on the Board and would be eligible for re-election after a minimum of six (6) years off the Board. However, a trustee will remain a member until his/her replacement is elected, but in no case longer than nine (9) consecutive years.

Section 5 Resignation or Removal of Members

Resignation of a Board member shall be in writing and shall take effect upon receipt by the Board chair.

A member's absence (excused or not) from three consecutive meetings may be cause for removal by the Board by a majority vote. A termination due to excessive absences does not require notice and the member does not have the right to be heard.

At any time and for any reason, with fifteen (15) days written notice prior to a vote, a member may be removed from office with a two-thirds (2/3) affirmative vote of the Board. The aforementioned notice shall state the relevant facts and circumstances for removal. Specifically, the notice shall include:

- Reasons and relevant facts for removal;
- "You have up to six (6) days prior to the vote on [date] to provide your written explanation of the facts to consider and reasons why you should not be terminated as a trustee of the Board."

With such notice, the member will be allowed to be heard by the Board (in writing) no less than six days prior to the vote. Removal will be effective immediately upon an affirmative Board vote to terminate membership.

ARTICLE II ADVISORY COUNCIL & TRUSTEE EMERITI

Section 1 Purpose of the Advisory Council

The purpose of the Advisory Council is to broaden and enhance the sources of information available to the Board. Additionally, it is anticipated that potential candidates for the Board will, from time to time, be chosen from the Advisory Council members.

Section 2 Make-up of the Advisory Council

The Advisory Council shall be made up of not more than three (3) persons. Advisory Council members shall have the privilege of voice but not vote.

Section 3 Election and Term of Office

Members of the Advisory Council are nominated and elected by Board members at the annual meeting for a term of one (1) year or at a regular meeting depending on the needs of the Board. In all cases, the first-year term begins upon election and ends at the winter meeting. The nominee shall be presented to the Board for election prior to his/her sitting in or participation in the Board meeting. Newly elected members will begin their terms immediately upon being elected. Current Advisory Council members shall indicate in writing their intent to stand for re-election to the Advisory Council no less than thirty (30) days prior to the annual meeting.

Section 4 Resignation or Removal of Members

Members of the Advisory Council may be removed at any time, for any reason, by a majority vote of the Board at any meeting and by resignation.

Section 5 Trustee Emeritus Appointment

A retiring or former member of the Board who has served with distinction as a trustee for a minimum of six (6) years and given meritorious service to the University may, upon the recommendation of the Governance committee and an affirmative majority vote of the Board, be granted Trustee Emeritus status.

Appointment as an Emeritus Trustee will be a lifetime appointment but may be terminated by two-thirds (2/3) majority of the Board at any meeting for reasons of moral turpitude. An Emeritus Trustee may be

invited to attend Board meetings and events and to participate in the meeting without vote. The attendance of an Emeritus Trustee at a Board meeting shall not be counted in determining a quorum.

ARTICLE III MEETINGS

Section 1 Meeting Notice

Notice may be provided verbally (in-person and electronically) and in writing by mail, email and text. The Chair has discretion as to the form of the notice.

Section 2 Meeting Location

The chair shall set the location of any meeting within the St. Louis metropolitan area and elsewhere as identified in a meeting notice.

A trustee may attend any meeting by videoconference or teleconference and will be deemed as present for quorum purposes so long as he/she can be heard by all trustees present at the meeting.

Section 3 Annual Meeting

There shall be an annual meeting of the Board the last weekend of January or the first weekend of February. Notice of the time and place of said meeting shall be given at least thirty (30) days prior to meeting date unless such notice is expressly waived by the Executive Committee.

Section 4 Regular Meetings

Regular meetings are scheduled by the Board chair to coincide with the University's fiscal year reporting. Other regular meetings may be scheduled either by the chair, the President or upon the request of 20% of the Board. Notice of the time and place of said meetings shall be given at least thirty (30) days prior to meeting date unless such notice is expressly waived by the Executive Committee.

Section 5 Special Meetings

Special meetings may be called at any time for any reason, except for the removal of a Trustee, by the chair at his/her discretion with a two-day notice. Additionally, special meetings may be scheduled if a Trustee signs, dates, and delivers a written demand for a special meeting within 30 days. If such meeting is not scheduled within 30 days, the requesting trustee may schedule and provide 30 days' notice. Special meetings for removal of a trustee will have 15 days written notice.

All requests for a special meeting shall set forth the specific matter or matters to be discussed at the meeting and there shall only be considered such business as is specified in the notice of the meeting. The chair shall conduct all special meetings unless the chair designates an alternate Board member to conduct the business of the special meeting. A special meeting may occur by conference call.

Section 6 Board Action Without a Meeting

The Board may act without a meeting so long as 80% of the Trustees provide written consent and all trustees are provided a written ballot setting forth:

- Each proposed action;
- An opportunity to vote for or against each proposed action;
- The requirements for number of responses needed to meet quorum requirement;
- The percentage of affirmative votes necessary to approve; and,
- The time by which a ballot must be received to be counted.

Approval by written ballot is valid when the number of votes cast equals or exceeds the quorum and the number of affirmative votes equals or exceeds the number of votes required for approval at a regular meeting.

Section 7 Quorum

At all meetings of the Board, either regular or special, a majority of all the members in good standing shall constitute a quorum. If a quorum is not present, the presiding officer may adjourn the meeting to a day and hour fixed by him/her.

Section 8 Proxy Voting

In their absence, any member of the Board may vote by proxy in writing to any other member of the Board except for voting on amendments to the Bylaws. The proxy must state the specific issue(s) and voting privileges must be limited to these stated issues. A proxy shall not be treated as the presence of the trustee for quorum purposes. A proxy is only effective for the meeting for which the vote occurs.

Section 9 Order of Business

At all meetings of the Board, the order of business shall be as follows:

1. Approval of minutes
2. Reports of officers
3. Reports of standing committees
4. Unfinished business
5. New Business

Section 10 Procedure

Roberts Rules of Order as last revised shall govern the proceedings of all meetings of the Board, except where said rules conflict with these Bylaws.

ARTICLE IV STANDING COMMITTEES

Section 1 Executive Committee

There shall be an Executive Committee consisting of the chair of the Board, the vice-chair of the Board and one to three other Board members, elected by a majority vote of the Board upon recommendation of the chair. Said committee may act on behalf of the Board on usual and ordinary Board matters when the full Board is not in session, reporting to the Board for its ratification of their action at the next regular or special meeting called for that purpose.

Section 2 Finance and Audit Committee

The Finance and Audit Committee shall consist of three members of the Board, elected by a majority vote of the Board upon recommendation of the chair. It shall be the responsibility of this committee to investigate, check and study the financial statements and audit of the University. The auditor's report shall be made available to the Finance committee a minimum of thirty (30) days prior to any meeting of the Board in which the audit will be presented to the Board.

Section 3 Other Ad hoc Committees

From time-to-time, the chair can create additional ad hoc committees to facilitate the communications and oversight of various areas of the institution. Such committees will not have authority to act outside

the Board and shall have descriptions and responsibilities and will be comprised of members appointed by the chair.

ARTICLE V CORPORATE ORGANIZATION

The officers of the University (corporation) shall be a president, secretary, treasurer, and such other officers as the Board may determine from time-to-time. No officer of the University (corporation) may be a member of the Board.

Section 1 President

The president shall be Doctor of Chiropractic (D.C. degree) and shall be elected by a majority vote of the Board. It shall be the responsibility of the president to conduct the ordinary and regular business and administrative affairs of the University. The president shall perform such other duties as may be prescribed from time to time or assigned by the Board and coordinate the work of all officers of the University.

If the Board determines to offer the position of presidency for a term which is to be greater than one (1) year, it shall do so in the form of a written contract setting forth the terms and conditions of employment. Said contract shall be approved by a simple majority vote of a quorum of the Board at a regular meeting, conference call, or at a special meeting called for that purpose.

The president may be removed from office by a two-thirds (2/3) vote of the Board at any meeting called for that purpose with proper prior notice thereof.

Section 2 Secretary

The secretary shall be elected by the Board upon recommendation by the president and shall work under the president's supervision. He/She shall maintain the University seal and keep a permanent record of the minutes of the meetings of the University (corporate) officers. He/She shall execute and/or certify such documents as are necessary to carry on the business of the University. He/She shall also perform such duties as may be assigned from time to time by the Board.

Section 3 Treasurer

The treasurer shall be elected by the Board upon recommendation by the president and shall work under the president's supervision. He/She shall be responsible for the safekeeping and monitoring of the funds and assets of the University. He/She shall execute such checks, drafts, notes, and other financial related instruments as directed by the president or the Board.

ARTICLE VI CONFLICT OF INTEREST

Section 1 Conflict of Interest

The University Board will ensure that any programs that the University has or will develop will not detract from, conflict with or negatively impact the Doctor of Chiropractic program (DCP). The integrity, viability and survivability of the DCP will be protected above any other University program.

- a) No Board member shall be paid a salary, fee, or commission by the University for any activities as a Board member or for work performed for the University. This provision does not prohibit reimbursement of actual out-of-pocket expenses incurred by a Board member while carrying on

Board or University activities and any specific agreements between the University and any Board members or companies to which Board members are affiliated that have been approved by the Board.

Business situations involving entities in which Board members hold an interest or for which Board members work must be determined on a case-by-case basis as each will present varying fact patterns which might, on the surface, raise concerns but in fact may not constitute a conflict of interest or constitute a situation that the Board might endorse notwithstanding the conflict.

- b) The University recognizes that the skills, talents and relationships of its officers and Board members are among its richest assets. The University also is aware that acquiring goods or services from, or engaging in transactions with its officers, directors or entities in which they have a financial interest or with which they are affiliated (collectively such persons and entities are referred to as "Interested Persons") may create an appearance of impropriety. To protect the University against any improper appearance, the University will restrict its business dealings with Interested Persons as follows:
 - i) The University may acquire goods or services from, or otherwise transact business with, an Interested Person only if the goods or services are provided to the University, or the transaction is, on terms no less advantageous to the University than the terms that the Interested Person generally extends to others. Moreover, the University anticipates that any such acquisition may be on terms that are more advantageous to the University than those generally extended by the Interested Person to others. Additionally, the transaction must be approved as set forth in Section 2.
 - ii) Whenever the University is considering acquiring goods or services from, or entering into a transaction with an Interested Person, the details of the relationship of the officer or trustee to the transaction (including his or her interest in the Interested Person, if other than officer or trustee) shall be disclosed in writing to the Board. The University shall enter into a transaction with an Interested Person only if a majority of the trustees then serving approve the transaction as being fair to and in the best interests of the University. For purposes of the preceding sentence, any trustee who is (or has an interest in) the Interested Person who is a party to a proposed transaction shall not be considered a trustee then serving (including, without limitation, for the purpose of determining a quorum), shall not participate in the vote on the transaction and shall withdraw from the Board meeting during the decision on approval of the transaction.

Section 2 Other Financial Benefit

No Board member shall receive financial benefit from any other Board member or the administrative staff without a majority of the trustees then serving having approved the benefit as being fair and in the best interest of the University. This provision is meant to prohibit situations where one Board member could potentially be influenced by another Board member or a member of the administrative staff because of some financial arrangement between them.

Section 3 No Financial Benefits from Businesses or Enterprises Controlled or Directed by Other Board Members or the Administrative Staff

This provision shall prohibit one Board member from being employed by a business or enterprise controlled or directed by another Board member.

Section 4 No-Conflict-Of-Interest Declaration

On a yearly basis every Board member and Advisory Board member must sign an affidavit declaring that, to the best of his/her knowledge, his/her membership on the Board does not present a conflict-of-interest situation, which has not been presented to, and approved by the Board.

ARTICLE VII INDEMNIFICATION

Section 1 Summary of Section 537.117 RSMo.

To the extent allowed by law, the University will indemnify its officers and Board members from personal liability for any civil damages arising from acts performed in his/her official capacity as an officer or member of the governing body of the University so long as it operates under the standards of section 501(c) of the Internal Revenue Code of 1986.

ARTICLE VIII MISCELLANEOUS

Section 1 Fiscal Year

The fiscal year of the University shall be from September 1 to August 31.

Section 2 Amending the Bylaws

These Bylaws may be amended by an affirmative vote of the majority of the Board at any meeting duly called for that purpose, provided that proposed amendments are submitted to Board members at least thirty (30) days in advance of said meeting.

Bylaw amendments may be proposed by any Board member.

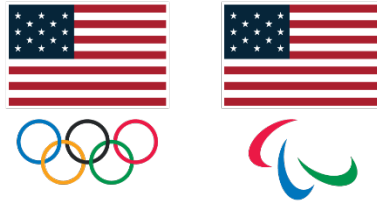
A waiver of the Bylaws may be permitted for a specifically stated issue if approved by two-thirds (2/3) of members of the Board at any meeting called for that purpose.

Section 3 Force & Effect of Board Policies

From time to time the Board may promulgate policies which are intended to guide the officers of the University (corporation) in their administration of their duties and assist the Board in interpreting certain provisions of the Bylaws by providing examples. Notwithstanding anything in the Policies to the contrary, the intent of the Bylaws shall supersede any conflicting Policies or other resolutions of the Board or part thereof.

United States Olympic & Paralympic Committee

Audit & Organizational Advancement



Report for:
Logan University -
USA Paralympic Powerlifting

Review of:
2019 Compliance Checklist

Dated:
March 31, 2020



UNITED STATES
OLYMPIC & PARALYMPIC
COMMITTEE
1 Olympic Plaza
Colorado Springs, CO 80909

March 31, 2020

Kelley Humphries
Executive Director
Logan University - USA Paralympic Powerlifting

Dear Kelley,

Enclosed is the United States Olympic & Paralympic Committee's (USOPC) report on the 2019 Compliance Checklist for Logan University - USA Paralympic Powerlifting (USAPP). We want to express our appreciation for the time you and your staff spent completing the Checklist and providing documents during the review.

USAPP was compliant as it specifically relates to the compliance checklist report for the questions outlined below in the following areas: financial capability; due process and athlete representation; and anti-doping. There were initially four deficiencies identified in the following areas: governance/managerial; due process and athlete representation; and anti-doping. However, with updates to its policies, USAPP remedied three deficiencies and have one remaining in the area of governance/managerial.

As of September 13, 2019, the USOPC Board approved the revised NGB and HPMO Athlete Safety Policy. In an effort to align the Compliance Checklist process with the NGB and HPMO Athlete Safety Policy, eliminate redundancies, and ensure clarity as it relates to what entity is solely responsible for auditing SafeSport requirements, the auditing of athlete safety requirements now falls under the jurisdiction of the U.S. Center for SafeSport.

The report will be presented to the USOPC Athlete and NGB Engagement Committee and be made available on TeamUSA.org. We hope you found the review process to be helpful. If you have any suggestions, please do not hesitate to share them with us.

Sincerely,

Audit & Organizational Advancement Team

cc: Rick Adams Chris McCleary Chelsi Figley
Wendy Guthrie Denise Parker
Onye Ikwuakor



2019 COMPLIANCE CHECKLIST REPORT

Logan University – USA Paralympic Powerlifting

OBJECTIVE AND SCOPE

The objective of the review is to verify USAPP is in compliance with key elements of the Ted Stevens Olympic and Amateur Sports Act, the USOPC Bylaws and certain USOPC policies, in order to demonstrate ongoing commitment to the values and requirements of the USOPC. The scope includes the 2019 Compliance Checklist certified by USAPP and the supporting documents provided by USAPP. Compliance Checklist procedures are designed to verify that certain NGB and HPMO policies are in place. This Compliance Checklist does not conclude on the effectiveness of any policies reviewed. Additional audit procedures are completed on select NGBs and HPMOs each year to verify various policies and processes are being followed.

The following chart shows all the requirements in the Compliance Checklist and corresponding status for USAPP. For any deficiencies, see the explanations and action plans after the chart.

	Question	Status
Governance/Managerial		
1	Do you have a code of conduct for your employees, members, board of directors and officers?	Compliant
2	Do you have your current bylaws posted on your website?	Deficient
3	Are you compliant with the insurance requirements as set forth in Exhibit 2 of the most recent PPA?	Compliant
4	Have you submitted, in a timely fashion, data and information on the participation of women, individuals with disabilities and racial and ethnic minorities in your athletic activities and administration?	Compliant
5	Have you submitted to the USOPC for review and approval a plan to encourage the participation of men, women, individuals with disabilities and racial and ethnic minorities in your amateur athletic activities and administration?	Compliant
Financial Capability		
6	Do you have your three most recent IRS Form 990s on your website?	Compliant
7	Have you completed and posted on your website your three most recent annual audited financial statements?	Compliant
8	Do you have written financial policies and procedures?	Compliant
9	Do you have an approval and/or review process for cash disbursements?	Compliant
10	Do you provide frequent (monthly or quarterly) financial statements to your board or designated committee?	Compliant
11	Have you spent USOPC funds as required by the funding agreements in the previous 12 months?	Compliant
Due Process and Athlete Representation		
12	Do you provide procedures for the prompt and equitable resolution of grievances of your members?	Compliant

13	Do your grievance procedures provide for fair notice and opportunity for a hearing to any athlete, coach, trainer, manager, administrator or official before declaring the individual ineligible to participate?	Compliant
14	Do you have a Paralympic Sport Advisory Group that includes a combination of coaching staff, high performance staff and at least 20% Paralympic athlete representation to craft and approve selection procedures and to serve in an advisory capacity for high performance planning?	Compliant
Athlete Safety		
15	Do you have a USOPC-compliant Athlete Safety Policy?	*Transitioned to U.S. Center for SafeSport
Anti-Doping		
16	Do you inform Athletes, Athlete Support Personnel and other Persons in your sport of the USOPC National Anti-Doping Policy and of the USADA Protocol?	Compliant
17	Unless otherwise agreed by USADA, at least quarterly do you provide USADA with an updated list of athletes, proposed by your HPMO, to be included in the USADA RTP? With respect to each athlete on such list and such additional athletes as may be designated by USADA for inclusion in the USADA RTP, do you provide USADA with initial contact information which shall, at a minimum, include accurate residential, mailing and email addresses (if available) and phone numbers for each athlete?	Compliant
18	At least six months prior to the commencement of the most recent applicable Olympic or Paralympic Games, did you provide USADA with a list of all athletes that may have reasonably been selected to represent the U.S. in such Games?	Compliant
19	Do you have an identified staff member to act as a liaison with USADA?	Compliant

*The U.S. Center for SafeSport has taken jurisdiction over the auditing of Athlete Safety requirements for High Performance Management Organizations. To that end, as of 9/13/2019, the USOPC will no longer review Athlete Safety requirements which fall under the Center's jurisdiction.

DEFICIENCIES

<p>2. Do you have your current bylaws posted on your website?</p> <p>USAPP is revising its Bylaws and they are not currently posted online.</p> <p>USAPP Action Plan: Per university policies Bylaws will be posted once approved at the next board meeting (June 2020).</p> <p>USOPC Status Update: This question will remain deficient as USAPP does not plan to update its Bylaws until June 2020.</p>
<p>5. Have you submitted to the USOPC, for review and approval, a plan to encourage the participation of men, women, individuals with disabilities, and racial and ethnic minorities in your amateur athletic activities and administration?</p>

According to USOPC's Diversity & Inclusion (D&I) department, USAPP did not submit a plan.

USAPP Action Plan: *Within the current High Performance Plan (HPP), items identified to be for the diversity initiative will be sent to the Diversity contact at the USOPC to determine if they are in compliance. If it is determined they are, the amended HPP will be sent to the USOPC compliance contact for final approval.*

USOPC Status Update: USAPP has submitted a D&I Plan and is considered compliant as of March 24, 2020.

13. Do your grievance procedures provide for fair notice and opportunity for a hearing to any athlete, coach, trainer, manager, administrator or official before declaring the individual ineligible to participate?

While USAPP's Complaint Procedures clearly state that fair notice and an opportunity for a hearing will be provided for code of conduct violations, it is unclear if complaints filed regarding any administrative grievance or the opportunity to participate will be provided fair notice and heard by USAPP. The Complaint Form in Appendix A of the Complaint Procedures states "this form must be used when filing a complaint with Logan University involving an alleged denial of an opportunity to compete", however it would be clearer to state that fair notice and an opportunity for a hearing will be provided for all types of complaints.

USAPP Action Plan: *Logan will add the suggested wording above to the complaint form to provide the needed clarity as well as the wording provided by the compliance contact.*

USOPC Status Update: USAPP has updated its Complaint Procedures and the Complaint form to address this deficiency and is considered compliant as of March 18, 2020.

16. Do you inform Athletes, Athlete Support Personnel and other Persons in your sport of the USOPC National Anti-Doping Policy and of the USADA Protocol?

USAPP's submitted its Code of Conduct as support for its USADA notification process. While this document includes information on alcohol and drug abuse, it does not inform athletes, athlete support personnel, and other persons of the USOPC National Anti-Doping Policy and the USADA Protocol.

USAPP Action Plan: *Logan will add the information above to the code of conduct to provide the information to the needed parties as well as the information provided by the compliance contact.*

USOPC Status Update: USAPP has updated its code of conduct to address this deficiency and is considered compliant as of March 18, 2020.

CONCLUSION

USAPP must improve its governance/managerial to be fully compliant with the USOPC's Compliance Checklist. The Compliance Checklist does not conclude on the effectiveness of any policies reviewed. Additional audit procedures are completed on select NGBs and HPMOs each year to verify various policies and processes are being followed.