

Glossary, Abbreviations and Acronyms

Advancement to Higher Levels of Competition : From Area to State to USA to World: There is a process for advancement when competition is limited to the number of participants. Winners in each division of an event advance to the next level of competition. For individual sports, athletes are chosen by random draw among the 1st, 2nd, and 3rd place finishers in that order and according to how many quotas are available for that event. In team sports, composite teams are formed from tryouts and advance accordingly.

Age Groups: When there are more than 100 participants, athletes are divisioned based on age, gender and ability. For individual sports, age groups consist of 8-11; 12-15; 16-21; 22-29; 30 and older. Age groups and gender may be merged if there are less than 100 participants. For team events, age groups consist of 15 and under; 16-21; 22 and older. Ability is the most important. Junior age groups include 8-11 and 12-15; Senior age groups include 16+ for those competing in the Middle School and High School levels.

Agency: Law Enforcement agency.

Agency Liaison: Responsible for fundraising and coordinating his or her agency's involvement in the Law Enforcement Torch Run.

Agon: Agon is an online portal for Local Programs to access and enter information related to Special Olympics New Hampshire.

American Specialty: The insurance company that provides secondary insurance for our registered athletes, registered volunteers, practices and events. (See SOCIP document for more details.)

Application for Participation: An application that must be completed for all athletes prior to their participating in any SONH activity. Sections include demographics, medical section that must be signed by a licensed health care professional and consent section that must be signed by an adult athlete and/or guardian and the parent/guardian of an athlete under 18 years old.

Assessment: The way we share expense of state events. We assess Local Programs a certain percentage of the actual cost of the event. The assessment is the amount we assess each Local Program per athlete, coach or LPV registered on the scratch date.

Athlete: An athlete is an individual with intellectual disabilities (ID) who participates in Special Olympics as early as age 2 in Young Athletes and throughout a lifetime. Each submits an Athlete Application for Participation and a Communicable Disease Waiver. Person-first language is used to ensure that everyone is portrayed with individuality and dignity.

Athlete Leadership (AL): Athlete Leadership programs provide Special Olympics athletes opportunities to develop their abilities beyond that of being competitors and become advocates for themselves and Special Olympics. Athletes are provided training and the subsequent opportunities to speak publicly, meet with sponsors and donors, and hold leadership positions within the organization such as coaching, officiating, serving on input councils, committees and Boards.

Competition: Sporting event.

Compliance: Process to become a recognized athlete or volunteer. To become compliant, specific paperwork is required to participate as an athlete, LPV, Unified Partner or coach.

Dipper: A person who raises the minimum amount to participate in one of the Winni Dip events.

Division: A competition group. 3-8 athletes who are grouped together based on their abilities and optionally their category, level, age and gender to compete.

Divisioning: Divisioning is the process whereby competitions are structured so that athletes compete against other athletes of similar age, ability and gender in equitable divisions. However, if numbers of participants are limited, age

groups and genders are merged so that the main criteria is ability. Generally, no fewer than 3 nor more than 8 individuals or teams make up a division.

Donor: Individual, business, social service club, etc... who make a contribution (money and/or in-kind) to SONH.

Driven Insights: Company handling SONH bookkeeping and finance functions (outsourced).

Event: (1) A gathering of people OR (2) competition offered within a sport (such as 100M Run, Shot-put, Slalom, Super G or Unified Full-Court 5v5 Basketball).

Event Data: Registration, check-in, recognition, data tracking.

Final Leg: Last leg of the LETR preceding a Games.

First Report of Accident/Incident Report: Form that must be completed and submitted to the SONH office after any injury or medical event during any Special Olympics event. (See SOCIP document for details.) [Incident Form](#)

Games: A multi-sport competition.

General Rules: SOI guidelines required to be followed by all accredited Special Olympics Programs. (<https://resources.specialolympics.org/governance-and-leadership-excellence/special-olympics-general-rules/general-rules>)

Global Messenger: A Global Messenger is an athlete who has completed Global Messenger training which focuses on public speaking, writing and developing a speech, the different ways to present a speech, and how to prepare properly for a presentation.

Healthy Athletes (HA): The Special Olympics Healthy Athletes program offers health services and information to athletes in need. In New Hampshire, we have offered health exams in four areas: FUNFitness (physical exercise), Healthy Hearing (audiology), Opening Eyes (vision) and Special Smiles (dentistry). The exams are conducted in a welcoming, fun environment. We educate athletes on healthy lifestyle choices and identify problems that may need additional follow up.

Heat: The group participating in an event at one time. A heat may consist of one or more divisions.

In-kind: Donations of a product or service that is budget relieving or provides added value to the organization.

LETR Executive Committee Member: Responsible for being part of the fundraising, outreach to new law enforcement agencies, and coordinating all aspects of the Law Enforcement Torch Run.

LETR Leg: The distance the Torch travels in one day.

LETR Leg Leader: Responsible for fundraising and coordinating "one leg" of the Law Enforcement Torch Run.

LETR Participant: A person "associated with Law Enforcement" who participates or volunteers with a Law Enforcement Agency in their support of Special Olympics.

LETR Regional Director: Responsible for fundraising, outreach to new law enforcement agencies and coordinating all aspects of the Law Enforcement Torch Run in his/her geographic area.

LETR Volunteer: Associated with the LETR, may raise funds and support all aspects of the Law Enforcement Torch Run.

Law Enforcement Torch Run (LETR): The Law Enforcement Torch Run (LETR) is a year-round fundraising and public awareness campaign held by law enforcement to provide financial support to Special Olympics New Hampshire. Approximately 575 law enforcement professionals from 127 agencies in New Hampshire participate in the LETR annually. Funds raised through the Law Enforcement Torch Run cover the costs associated with a new athlete's participation in Special Olympics.

Local Program (LP): The entity that provides services directly to our athletes. A Local Program represents an entire community and offers training and competition in all sports to athletes of all ages, as well as other Special Olympics programming including Healthy Athletes, Leaderships Programs, Unified Strategies for schools, coaches' education, Young Athletes Program, and fundraising.

Local Program Coordinator (LPC): An LPC is a volunteer who manages all aspects of running a Local Program and a Leadership Team, creates and executes a budget, communicates frequently with athletes, families, volunteers and SONH staff and assists in growing the Program.

Local Program Leadership Team: The Local Program Leadership Team is the volunteer management team for the Local Program. A model LP Leadership Team includes LPC, Sports and Training Manager, Communications and Technology Manager, Compliance Manager and Finance Manager.

Local Program Volunteer (LPV): Local Program volunteers are the backbone of the Special Olympics movement. They are coaches, officials, trainers, event organizers, fundraisers, chaperones, and managers. They can also be a Unified partner. They are at least 8 years old. Because they come into close contact with athletes, they submit a Local Program Volunteer and Unified Partner Application and Communicable Disease Waiver. At age 18 or older, they also complete a background check and take the online Protective Behaviors training.

Management Team: Group of volunteers who work with a staff liaison to produce a high-quality event.

Mission Partner: A donation of \$10k cash, \$20k fundraising, \$40k in-kind or a combination of the three.

National Governing Body (NGB) and International Governing Body (IGB)
A National Governing Body is an organization that governs and administers a sport and creates sport-specific rules that govern competition on a national basis. An International Governing Body does the same but on an international level. SONH has created sport-specific rules that are based on NGB and IGB rules.

Net Funds Reports: All money raised for Special Olympics New Hampshire is the responsibility of SONH and is tracked on a Net Funds Report.

Opening Ceremonies: Celebration of the start of competition where athletes, officials, and coaches recite their specific oaths.

Participant: Athlete or Unified Partner who trains and competes in SONH regional and/or state competition.

Plunger: A person who raises the fundraising minimum and participates in a Plunge event.

Policy: High level overall plan embracing the general goals and acceptable procedures and protocol of SONH – "what" the organization does operationally. When effectively used, policy statements help focus attention and resources on high priority issues - aligning and merging efforts to achieve the mission of SONH. Policies provide the operational framework with which the organization functions. Policy breeches must have prior approval from the Board of Directors. Internal policy breeches must have prior approval from the President.

Primary Local Program: The Local Program that has financial and compliance responsibility for an athlete.

Procedure: The operational process required to implement organization policy – the "how" to carry out Procedures can be formal or informal, specific to a department or applicable across the entire organization. If policy is "what" the organization does operationally, then its procedures are "how" it intends to carry out those operating policies. Procedure breeches must have prior approval from the department head.

Protective Behaviors: Protective Behaviors is training for volunteers that covers the steps taken to protect an athlete who is suspected of being emotionally or physically abused.

Schools Leadership Team: The leadership team in UCS schools is the volunteer management team for the school. A model School Leadership Team includes a sport contact (AD, coach, PE teacher), a non-sport contact (teacher,

school counselor, para-professional), an administrator (Principal, AP), a SPED representative (teacher, coordinator) and a Unified student pair.

Scratch: An athlete, LPV or Local Program who withdraws or does not attend an event that they are registered for.

Scratch Date: The deadline to withdraw any athlete (or update qualifying score) or LPV prior to a competition. For state events, assessments are based on the number of participants as of the scratch date.

Special Event Participant: A person who raises the fundraising minimum or pays the registration fee to participate in a special event.

SOCIP: Special Olympics Corporate Insurance Program

Special Olympics Incorporated (SOI): Special Olympics Incorporated is the headquarters for Special Olympics. It oversees seven regions: Africa; Asia Pacific; East Asia; Europe-Eurasia; Latin America; Middle East-North Africa; and North America (SONA).

Special Olympics New Hampshire (SONH): SONH is a Special Olympics state program registered in New Hampshire as a 501 c (3) and accredited through SOI to conduct Special Olympics programming and raise funds to support it.

Special Olympics North America (SONA): SONA consists of each of the United States, Canada and the Caribbean.

Tournament: A single sport competition.

Unified Champion Schools® (UCS): To create the greatest impact, Unified Champion Schools® is a program that engages youth with and without intellectual disabilities (ID) in schools for promoting social inclusion. Four components of the UCS program consist of Inclusive Sports, Inclusive Youth Leadership, Whole School Engagement and Sustainability.

Unified Partner: Unified Partners are individuals without intellectual disabilities (ID) who participate on Unified Sports teams with Special Olympics athletes as teammates. They submit the Volunteer and Unified Partner Application that includes background information, two references and the Communicable Disease Waiver.

Unified Sports®: An inclusive sports program that combines an approximately equal number of Special Olympics athletes (individuals with intellectual disabilities (ID) and Unified partners (individuals without intellectual disabilities). Unified Sports promotes inclusion through shared sports training and competition experiences.

Volunteer: Person that gives time (free of charge) to SONH.

Winter Water Sports (WWS): Special Olympics New Hampshire offers signature fundraising events. The Penguin Plunge and Winni-Dip include adult and youth fundraising opportunities ending in a culminating event where participants plunge or dip into a body of water through an organized SONH event or DIY style.

WWS Registration Fee: Money paid as an agreement to participate in WWS events.

Young Athletes (YA): Young Athletes is a sport and play program for children ages 2 to 7 with and without intellectual disabilities (ID), helping children of all abilities enjoy physical activity, develop healthy habits, build important skills, and reach their full potential.

Young Athlete: A person who is 2-7 years old with or without an intellectual disability who participates in Special Olympics Young Athletes.