



CLL District 5 Teams 2015 Travel Reimbursement Policy

For District 5 Tournaments:

- No reimbursement for any expenses.

For Virginia State Tournaments:

- **Hosted at any D5 League** – No Reimbursement
- **Hosted within a 60 mile radius of CLL (and not a D5 league)** (based on Google Maps directions from Manchester HS complex to State location) - One time family gas stipend of \$50
- **Distance of 60 miles or greater** (based on Google Maps directions from Manchester HS complex to State location):
 - CLL will reimburse the negotiated lodging rate (plus applicable taxes) at the Little League assigned/selected hotel for the manager and rostered coach(es) and players from the beginning of tournament until the team is eliminated.
 - Each manager, coach and player will be reimbursed 50% of hotel room expense.
 - CLL will fund \$25/day maximum food allowance for manager, roster coach(es) and players.
 - Travel day is considered ½ day and CLL will fund \$12.50/day maximum.
 - Required league travel advance information must be filed with the league treasurer prior to departure. A team designee must be appointed and will be provided a travel advance check covering all the team's maximum food allowance for the duration of the tournament in which the team designee will advance funds on a daily basis and return all unused advanced funds to the treasurer within 7 days of the completion of the tournament.

For Regional and World Series:

- Room and Board is now covered by National Little League, no food allowance.
- CLL will pay for Round Trip plane travel for manager, rostered coach(es) and players as well as round trip transportation to and from the Airport or provide the cost of 1 airline ticket to each if they choose to drive.

NOTE: Prior to the tournament departure, the President and Treasurer will determine the reimbursement procedures for the lodging expenses.