

Is Special Olympics' brand associated with the event or is Special Olympics responsible for any aspect of the event?

If no, this is not a Special Olympics event. Please refer to ***Third-Party Events definition below**

If yes, determine who "owns" the event/activity by considering who has primary responsibility for all activities associated with the event, including:

- Location of the Event/Activity/Gathering
- Venue Responsibility
- Transportation and Housing
- Supervision
- Financial Responsibility (use of budgeted funds)
- Registration/Insurance

***Third Party Event**

- A third party event or gathering can be defined as any activity by a group or individual benefiting Special Olympics Washington. Special Olympics Washington will have no fiduciary responsibilities and no staff involvement day of or in the planning process.
- The use of the organizational name and logo placement may be approved to be used throughout the event with prior approval from Special Olympics Washington.
- All state, county and city guidelines for COVID must be met.
- If a Third Party Events does ask or need support further than this definition it will be taken on a case by case basis with instructions from 'Rules Rules/Guidelines/Insurance' bucket below.

**Co-Operated Activity
Special Olympics Washington & Area/Team/LETR**
Neither party has primary responsibility for the event itself, but both parties are responsible for certain aspects of the event

SOWA Athlete Involvement—Specific Role

- In the spirit of equity and respect, athletes may participate if they are playing a specific leadership role in the event
- Athlete involvement will be carefully reviewed for safety and alignment to the Return to Activity Phase for in person training and competition - approval of athlete invite will come from SOWA
- Each athlete must complete the same safety requirements as an event participant (Code of Conduct, Waiver, Screened Onsite, etc.)
- Each athlete will be properly trained and educated for their role, including safety behaviors and will not be pressured into attending

Rules/Guidelines/Insurance
Special Olympics AND Area/Team/LETR policies and procedures apply. These include:

- Gatherings will need to be approved by SOWA staff in advance through the registration applications [here](#).
- Event Lead will need to complete SOWA COVID-19 Safety Training for events **link coming soon!**
- All gatherings must follow all COVID-19 trainings and safety precautions as outlined here, **link coming soon!**
- All groups will be will be required to sign off on an agreed upon plan with SOWA staff that includes:
 - Collecting signed participant/COVID-19 waiver
 - Collecting signed code of Conduct Form
 - Screening and Tracking of participants temperatures
- All gatherings must adhere to any local and state requirements for in person events
- PPE supplies will need to be provided by Third-Party at own cost and available to all registered participants

SOWA Athlete Involvement—Participant
If an athlete wishes to participate in a fundraising event as a paying entrant/registrant, like any other supporter, they are welcome to but would need to assume all liability for their own health and safety, as would all other event participants/members of the general public

For more information please contact:
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All approvals are subject to change due to any SOWA, County, Washington State, or National policy changes from the time of approval to the date of event.