



DATE: September 7, 2018
TO: Sport and Competition Coordinators
CC: SOPA Programming Department,
Program Managers
FROM: Gina Reid, Senior Competition Director

2018 SOPA Fall Festival Registration Information

This year's Fall Festival Director, Julia Berger, and her committee of 93 Villanova students are eagerly awaiting your arrival to celebrate the 30th Annual Fall Festival at Villanova University.

This year's theme is: "**Once Upon a Fall Fest: A Story of Bravery**". Together, we hope to celebrate everyone's "Fall Fest Story" and journey to our 30th year. Additionally, they hope that each athlete will bring their bravery and joy to this year's weekend and be willing to celebrate it on every corner of Villanova's campus (and beyond!). The focus of the weekend will be to provide athletes and coaches the experience of a lifetime as they compete, explore, and dance through the weekend. The committee has taken into account the suggestions made for improvements from last year's evaluations and they can't wait to welcome all of you to what will be the best Fall Festival yet!

Once again due construction on campus, the committee has had to relocate several competitions and venues and stretch their creativity. We are excited however that Opening Ceremony will be back in the pavilion! Although the venues may be different, the athlete experience will be the same – INCREDIBLE!

NEW IN 2018:

- **LOI:** We have removed all of the qualifier events from the LOI as we will have those numbers based on sectional results. We will send out final allocations for the West and Central on 9/27 and will send out final allocations for the East on 10/17.
- **Forms:** Please make sure you are using **CURRENT** forms.
 - For team sports we have added a column for age.
 - Other forms have been modified to collect additional information
 - All forms were shared in the email and can be found on the SOPA [forms page](#)
 - Housing form: NEW – please be thorough in completing this.
- **Powerlifting:**
 - We will be asking for **Personal Best** lift weights on registration forms. We will be recognizing athletes that exceed their personal best lift at Fall Fest
 - We are working to pre-division athletes in order to improve the flow and timing of the event. Securing accurate athlete weights will greatly assist in this process.
 - Please submit **accurate athlete weights on registration forms**
 - On the Score Update form that is submitted the Monday prior to competition, please re-check your athletes and update their weights if necessary.

- **Soccer:** We will offer 2 levels of Skills competition:
 - Standard (What we have always offered)
 - Advanced: **Athlete must be able to score 130 or higher on the standard skills events to compete in Advanced.**
- **LDR/W:** Unified will be offered in all events
- **Delegation Volunteer Fees above 1:4:** Increased to \$140 in 2018

We will host a pre-event webinar on Monday, October 22nd at 7 pm. We encourage you to share this date with your coaches so they can join as well. We will provide lots of information that will help you plan accordingly for your team's Fall Fest experience.

Please use the Fall Fest Deadline Checklist on page 4, to insure all of your materials are submitted on time. For questions and submission of registration materials – please contact Gina Reid, Senior Competition Director at 800.235.9058 ext. 234 or greid@specialolympicspa.org

Here's to a great 2018 Fall Festival!

Special Olympics ***Pennsylvania***



2018 FALL FESTIVAL

EVENT:	2018 Special Olympics Pennsylvania Fall Festival
DATES:	Friday-Sunday, November 2-4, 2018
SITES:	Villanova University, Villanova, PA Marple Sports Arena, Broomall, PA – Roller Skating Shipleigh School: 5v5 Soccer & Powerlifting 814 Yarrow St, Bryn Mawr, PA 19010
EVENT DIRECTOR:	Julia Berger festivaldirector@villanovaspo.com
SOPA LIAISON:	Gina Reid, Senior Competition Director (800) 235-9058 ext. 234 E-Mail: greid@specialolympicspa.org
PROGRAM FORMAT:	Three-day event offering preliminary and final competition.
PROJECTED # OF ATHLETES:	1,200
PROJECTED # OF COACHES:	450
NUMBER OF VOLUNTEERS:	5,000+ volunteers recruited from Villanova University student body, corporations and the community at-large
AREAS INVOLVED:	All statewide Area/County Special Olympics programs currently providing training and competition at the local level in the sports offered
SPORTS OFFERED:	Bocce: Doubles and Unified® Doubles Long Distance Running/Walking (Unified Running/Walking) Powerlifting Roller Skating: Artistic & Speed Soccer: 5v5, 5v5 Unified®, 7v7, 7v7 Unified®, 11v11, and Individual Skills Volleyball: Team and Individual Skills

Fall Festival Competition Checklist

(Use this list to ensure that all necessary items have been completed and submitted.)

All materials except the LOI MUST be sent directly to Gina Reid, greid@specialolympicspa.org

DEADLINE #1:

√ Here when Complete	Form or item requiring attention	Due Date: Thursday, September 27th at 11:59 p.m. DATE SUBMITTED:
	Letter of Intent	Via Google doc: https://goo.gl/forms/wRuYN7iFEZ0Z1RxL2

DEADLINE #2

# of forms Submitted	Form	Due Date: Thursday, October 4th at 11:59 p.m. DATE SUBMITTED:
	Coach/Volunteer Registration Form	
	Athlete Registration Forms	
	Fall Festival Housing Form	
	On-Line Roster (via SOPA database)	
	Bocce	
	Long Distance Running/Walking	
	Power Lifting	
	Roller Skating	
	Soccer – 5-a-side Traditional	
	Soccer – 5-a-side Unified Sports®	
	Soccer - 7 – a-side Traditional	
	Soccer - 7 – a-side Unified Sports®	
	Soccer – 11-a-side Traditional	
	Soccer Individual Skills	
	Advanced Soccer Skills	
	Volleyball Traditional Team	
	Volleyball Individual Skills	

DEADLINE #3

# of forms Submitted	Form	Due Date
	Philadelphia Award of Valor	On 11/3/18 by 12:00 pm – Location to be determined

2018 Special Olympics Pennsylvania Fall Festival Registration Packet

Entry Information Deadlines:

Items:	Date:	To whom:
Letter of Intent (LOI)	Thursday, 27th at 11:59 p.m.	Via Google doc: https://goo.gl/forms/wRuYN7iFEZ0Z1RxL2
Coach/Volunteer, Athlete Registration Forms & Housing Form	Thursday, October 4th at 11:59 p.m.	Gina Reid: greid@specialolympicspa.org

Coaches Registration Form:

1. Programs must have at least one Special Olympics certified coach for each individual sport registered to compete in and ONE CERTIFIED COACH FOR EACH TEAM COMPETING IN A TEAM SPORT (ex: if you have two volleyball teams you must have two certified volleyball coaches)
2. All coaches/Unified Sports Partners, HOD's, and Class A volunteers over the age of 16 must have, in their SOPA database record, proof of completion of the Protective Behaviors training within last 3 years.
3. Head Coaches must be 18 years or older to attend this event within the one to four ratio.
4. Abbreviations for coaches and sport for use on Coach/Volunteer Registration Form are as follows:

HOD – Head of Delegation	BC – Bocce
HC – Head Coach	LDR/W – Long Distance Running/Walking
AC – Assistant Coach	PL – Powerlifting
1:1 – One of One	SO – Soccer or SOI – Soccer Individual Skills
DV – Delegation Volunteer	VB – Volleyball or VBI – Volleyball Individual Skills
YAC – Young Athlete Chaperone	AthC – Athlete Coach

Minimum and Maximum number of Athletes per Team:

Sport	Minimum # of players	Maximum # of players
5-a-side Soccer	6 players	10 players
5-a-side Unified Sports® Soccer	6 players (3 athletes/3 partners)	10 players (4/6, 5/5, 6/4)*
7-a-side	8 players	12 players
7-a-side Unified Sports® Soccer	8 players (4 athletes/4 partners)	12 players (5/7,6/6,7/5)*
11-a-side Soccer	12 players	15 players
11-a-side Unified Sports® Soccer	12 players (6 athletes/6 partners)	15 players (7/8, 8/7, 6/8, 8/6, 7/7)*
Volleyball	7 players	10 players
Volleyball – Unified Sports®	8 players (4 players/4 partners)	10 Players (4/6, 5/5, 6/4)*

**Unified Sport rosters should be proportional, but may not vary more than 2 athletes or partners in either direction. All listed are allowable roster composition. Players on the field MUST always meet the rule requirements.*

2018 Qualifier Allotments

	5-a-side Soccer - Traditional	7-a-side Soccer - Traditional	7-a-side Soccer Unified	Volleyball – Traditional
Central	TBD	TBD		TBD
East	TBD	TBD		TBD
West	TBD	TBD		TBD
Total	20	15	5	28

IMPORTANT UPDATES:

Athlete Medicals:

- All coaches are required to have a hard copy of their athletes' medical on hand at the event. The state office will no longer be printing copies of the medicals to store at each venue, please make sure you have a copy of the information with you.

Bocce:

- Allocations: Athletes will qualify at Sectionals to Advance to Fall Fest. We will be selecting alternates. If one person from the team can't advance the county can replace with another player that **competed** at sectionals. If the county doesn't have another athlete to fill the spot or both athletes are unable to attend the spot will go to the alternate.
- We will have a mandatory coaches meeting at 1:00pm in the Pavilion with competition beginning at 1:30pm. You will receive your competition schedule during the week prior to Fall Festival.

REGISTRATION REMINDERS:

Contact Person

- Each Program's Sports and Competition Coordinator will serve as the single point of contact for all communications between the local program and the respective Competition Director. In cases where there is no Sports and Competition Coordinator or they are otherwise unavailable, the Program Manager can serve as this single point of contact.
- The Coach Handbook, containing more specific event information, will be e-mailed to the Sports and Competition Coordinator two (2) weeks prior to the event and will be available on the Sport & Competition tab of the SOPA website (<http://www.specialolympicspa.org/sports-competitions/competitions/state-sectional-events>)

Discount

- Remember information received after the posted deadline date will cost your delegation a chance to earn a 30% reduction in your athlete assessment fees and may cost your program an additional \$250 fee.
- Information received more than 3 days past the posted deadline will not be accepted.

REQUIRED INFORMATION TO ATTEND STATE GAMES:

Athlete Application

- A copy of all current, fully completed (both sides) applications dated no more than three (3) year prior to the date of your competition must be in the athletes' database record. **It is important that athlete applications be up-to-date in the SOPA database prior to the entry deadlines. Athletes without current medicals as of 11/4/18 will not be eligible to attend Fall Fest.**
- Please contact greid@specialolympicspa.org at 610.630.9450 or 800.235.9058 ext. 234. If you have any questions about completion or approval of athlete applications.

Alternates:

- Athletes may be registered in only one sport for each competition unless registration forms indicate that registration for or competition in multiple sports is allowed. In addition, an individual may be listed as an athlete or an alternate on only one team.

- For **Individual Sports**, alternates must be activated by 5:00 pm the Monday prior to the start of a competition in order to be eligible to compete. Individual sports include Alpine Skiing, Aquatics, Athletics, Basketball Skills, Bowling Singles, Cross Country Skiing, Equestrian, Figure Skating, Floor Hockey Individual Skills, Golf, Gymnastics, LDR/W, Powerlifting, Roller Skating, Soccer Skills, Speed Skating, Snowshoeing, Tennis and Volleyball Skills.
- For **Team Sports**, we encourage activation by the Monday prior, but will continue to accept scratches and activations of alternates up through the end of registration at the event. Team sports include Basketball (3v3 and 5v5), Bocce Doubles, Bowling Doubles and Four Person Team, Floor Hockey, Soccer (5-a-side, 7-a-side and 11-a-side), Softball, Volleyball and Unified Sports® Teams.
- Forms will be sent to the Sports and Competition Coordinator after the registration deadline for use in submitting all scratches and activations.

Coaches and Unified Sports® Partners

- If staying overnight as part of the 1:4 ratio must be at least 18 years of age.
- Coaches, HOD's, Unified Sports® Partners, Delegation Volunteers, 1-on-1 staff, chaperones, etc. are considered Class "A" volunteers and in order to attend a Special Olympics Pennsylvania competition or stay in SOPA provided housing as a member of a participating delegation, **must have all of the following:**
 - A record in the SOPA database.
 - Completed the Special Olympics Pennsylvania on-line General Orientation.
 - Completed the Special Olympics Protective Behaviors Training within the past 3 years. (16 and over for Unified Sports® Partners)
 - Meet the new PA State Law Criminal Background and Child Abuse checks required as of July 1, 2016. These new checks are valid for 5 years.
 - COACHES ONLY - Concussion Training within the past 3 years
 - Unified Sports® Partners must have a current (within last 3 years) athlete medical.
- May have one role only during trainings and competitions. Sports Directors, HOD's, Officials, Unified Sports Partners or Games Management Team members may not be registered as coaches at competitions within the one-coach-to-four-athletes ratio.
 - Coaches, athletes and Unified Sports® partners may not chaperone additional non-athlete family members during competitions.
- **You may submit unlimited alternate coaches.** Programs will not be able to replace coaches unless they have alternates listed on the included Coach/Volunteer Registration Form. If a coach is scratched and no alternates are listed, the 1:4 ratio must be met by scratching athletes, if necessary.
- **1 certified coach per sport or team.** Each individual sport, such as LDR/W, powerlifting, bocce must have one (1) certified coach per sport. For Team sports, such as volleyball and soccer, each team must have a certified coach.
- Contact Jennifer Tresp, jtresp@specialolympicspa.org for questions on certified coaches.

Delegation Volunteer

- This is any added volunteer above the 1:4 ratio that has necessary delegation duties such as bus driver, nurse, group home chaperone, 1:1, etc.
- This delegation volunteer needs to be approved by the SOPA Liaison and there will be a **\$70 per person per night** fee for a double occupancy room based on hotel room and meal rates. **Rate for the weekend is**

\$140.

- **This request is due on the LOI deadline date.**
- This volunteer must meet all Class A volunteer standards and have completed the NEW background check process, in order to be housed with the delegation. If not, the delegation volunteer will need to find their own accommodations and meals.
- A delegation's bus driver who does not have current PA State mandated background checks will need to make their own arrangements for the driver's housing and will be charged a more for a single room if required.

Entry Fee

- Please do not send a check. SOPA will invoice you, after the event, for athletes accepted and those granted along with Additional Volunteers as well as any discount received for submitting completed registrations by the posted deadlines.

Events

- Athletes may participate in **either** individual skills or team competition for soccer or volleyball, but not both.
- **Athletes who are competing in team or individual sports requiring preliminary competition must play in the prelims to be eligible to compete in finals.**
- LDR/W will have a 10K run/5k walk on Sunday morning. Athletes participating in this event will be able to enter a total of 4 events. All athletes not participating in this event may be entered in up to 3 events.
- Powerlifters may compete in dead lift and bench press. Athletes wishing to compete in the squat competition must be assessed and approved prior to competition.
- Events may not be changed the day of the competition.
- The **Powerlifting weigh in** is on Friday night only. If a Program cannot get the athletes there for Friday, they will need to notify us to make alternate arrangements. By completing the weigh in on Friday night, the flights and schedule will be available earlier.
- Roller Skating will add an ENTRY LEVEL event – 50m (half lap), allowing entry level athletes to compete in 3 events (30m straight, 30m slalom and 50m). As a reminder athletes in these events will be permitted to use an assistive device (walker, skate aid, etc.) during his/her event!
- Young Athletes will be offered on Saturday. Please indicate an estimated number of attendees on your LOI.

Housing

- All delegations will be housed at one of the following hotels: **Doubletree Philadelphia West; Doubletree King of Prussia; Holiday Inn Express -KOP; Embassy Suites; Holiday Inn Express & Suites Fort Washington; Spring Hill Suites – PHL; Hilton Garden Inn Philadelphia/Ft. Washington; Spring Hill Suites Phl-PM; Crowne Plaza VF; Fairfield Inn VF-KOP**
- Only official members of the delegation will be housed with our block in the hotels.
- If you want housing accommodations for Thursday night, it will come at the program's expense at Embassy Suites.
- **You'll need to note Thursday night requests on the LOI and in your housing form in the final mailing so that we can notify the hotels when reservations are confirmed and that your program can use our reduced rate (SOPA will bill you for these rooms after the event).**
- **Family Hotel:** We have 70 rooms held for family at Crowne Plaza Valley Forge

Refund Policy

- If Special Olympics Pennsylvania cancels the event due to inclement weather or unforeseen circumstances and no competition occurs, then a full refund of registration fee will be issued to each program for the

affected athletes.

- If a county scratches all or part of their delegation after the letter of intent deadline or sectional (for qualifying sports), then no refunds will be provided. In other words, **no refunds will be given to programs that have requested additional allocations then later scratch those athletes. You will be responsible for paying for any additional athletes granted or for qualifying teams whether they attend the event or not.**
- We highly encourage all programs to include alternates on information and secure commitments from all athletes and coaches prior to sectionals so that registration fees are not wasted on scratches.

Registering Alternates

- You must include information for alternates by the entry information deadline.
- **Individual skills athletes will not be able to be alternates for teams due to the different ability levels of the players. Athletes must be registered as either an individual skills athlete or a team athlete/alternate.**
- **5 a-side soccer athletes may not be registered as an alternate on the 11 a-side or a 7 a-side team and vice versa.**
- Alternates will only attend the competition in place of scratched athletes or coaches.
- **For team qualifying events, only athletes on sectional team rosters will be eligible to attend Fall Festival.**
 - You can list as many alternate athletes as you want, but may only activate two.

Transportation

- All delegations will be responsible for the transportation of their athletes to and from the hotels and campus. A shuttle system will be provided on campus between venues and activities, including roller skating, 5v5 & Volleyball at Shipley School and 7v7, Soccer Skills and Volleyball Skills at West Campus. Please complete the Transportation portion of the LOI if you have needs in these areas.

Online Roster

Athlete/Coach Online Roster (Vsys)

- **On-line roster is DUE with the Registration Entry Forms by Thursday, October 11th at 11:59 p.m.**
- All individuals listed on entry forms should be included on this roster, including all alternate coaches and athletes.
- If you are unable to enter an individual to the project, it is generally because they have a duplicate record or are missing essential information (like an athlete's medical). In this case please contact Rita Schofield vsyshelp@specialolympicspa.org for further clarification.

**2018 SPECIAL OLYMPICS PENNSYLVANIA FALL FESTIVAL
EVENTS OFFERED**

LONG DISTANCE RUNNING

1500 Meter Walk/Unified Sports® Walk
1500 Meter Run/Unified Sports® Run
3000 Meter Walk/ /Unified Sports® Walk
3000 Meter Run/ /Unified Sports® Run
5000 Meter Run/ Unified Sports® Run
5,000 Meter Walk/ Unified Sports® Walk
10,000 Meter Run/ Unified Sports® Run

POWERLIFTING

Bench Press
Dead Lift
Combination (bench press & dead lift)
Squat
Combo (bench press, dead lift & squat)

BOCCE

Doubles #
Unified Doubles #

SOCCER

Team Competition
 1) 5 a-side Traditional #
 2) 5 a-side Unified #
 3) 7a-side #
 4) 7a-side Unified #
 5) 11 a-side
Individual Skills Competition*
Advanced Skills * (Must score 130 in traditional skills to compete)

VOLLEYBALL

Team Competition #
Individual Skills Competition*

* These are entry level events. Athletes entered in these events **may not participate in other events nor be listed as alternates for team competition.**

These events are qualifiers. All teams and athletes in these events **must** qualify for Fall Festival at the respective sectional.

ROLLER SKATING

1.) Speed Events: (quad & inline)

30 Meter Straight Line Race*
30 Meter Slalom*
50 Meter (half lap)*
100 Meter Race
300 Meter Race
500 Meter Race
1000 Meter Race
2 x 100 Meter Relay Race
2 x 200 Meter Relay Race
4 x 100 Meter Relay Race

2.) Artistic Events:

School Figures Level II, III, & IV
Freestyle Singles Level II & III
Freestyle Pairs Level I & II
Solo Dance Level II, III & IV
Co-ed Team Dance Level II, III & IV

The following Roller Skating events provide meaningful competition for athletes with lower ability levels:

School Figures Level I
Freestyle Singles Level I
Solo Dance Level
Co-ed Team Dance Level I



Fall Festival Achievement Award Award of Valor Presented by Philadelphia Insurance

Special Olympics Pennsylvania is looking for Fall Festival athletes who may not necessarily win a medal at the Festival, but their effort, determination and sportsmanship is award-winning and inspirational. We're looking to recognize the power of the human spirit to overcome challenges and to inspire greatness. Please use this form to highlight an athlete who should be considered.

Applications need to be submitted by 12:00 p.m. on Saturday at the Operations Center in location yet to be determined.

Name of Athlete: _____

County: _____ Sport: _____

Coach & Cell Phone _____

HOD & Cell Phone _____

In the space below, please write about the athlete's determination, hard work and inspirational journey to compete at the Fall Festival. Use the back of this form for additional space if necessary.
