

TRAVEL OPTIONS & POLICIES Summer 2025 SEASON

Texas Nationals Lacrosse Coaches

Coaches - there will be two OPTIONS for tournament travel outlined below. [Please Complete the Travel Registration Survey HERE to select your preference by 11:59 pm Friday 3/28/25](#). Coaches who do not complete the survey by Friday, will automatically be responsible for booking their own travel and accept the stipend. Last minute requests or changes cannot be accommodated.

OPTION 1 - TXN - TP (Texas Nationals Travel Plan) Club will book travel for coaches team / group style to include: Hotel, Flight & Rental Car. The arrangements will be based on the best rates, travel dates, and times that best accommodate the group. Once travel (hotel, flight, & rental car) is arranged by the Club, any changes that may need to be made will be the responsibility (logistically and monetarily - above the original cost of travel booked) of the coach.

*** Coaches who anticipate early or late departures, would be best accommodated with Option 2, the travel stipend.*

- **Hotel** - mid-tier hotels (ex: Hampton Inn, etc) with preference given to event stay to play properties, and based on double occupancy, 2 coaches per standard 2 queen room.
- **Flight** - Economy class or airline equivalent for best rates.
 - It is the responsibility of the traveler to confirm their airline rewards account is connected to their booking prior to departure.
- **Rental Car** – Midsize class or equivalent, there will only have one car supplied to the head coach.
- **Changes / Cancellations Policy**
 - It is the responsibility of the individual traveler to adjust as needed due to any weather-related issues during their trip.
 - Reimbursement for any rebooked flight is contingent on the traveler (TXNLC) being reimbursed for the original flight.

OPTION 2 – Travel Stipend includes: airline ticket rate based on Option 1 available range, half cost of hotel room and half cost of car rental. Coaches who do not participate in the TXN club travel plan will have travel stipends calculated based on (TXN-TP) specific bookings

- **The Stipend Travel Policy**
 - The stipend amount differs depending on the tournament and may include reimbursements (per reimbursement policy) or fixed amounts to assist with expenses related to transportation and lodging only.
 - Please keep in mind the stipend will be based on current pricing from 3/28/25. That date will allow both the club and coaches to have a fair value attached to the stipend.
- **Changes / Cancellations Policy**
 - Travelers will bear the responsibility for any changes due to weather or personal preference (logistically and any amount above the stipend provided)
 - Travel vouchers from the summer '24 or fall '24 travel, will be subtracted from the summer 2025 season stipend.
- **Reimbursement Policy**
 - To be eligible for reimbursement of stipend overages related to summer travel, all bookings must be completed no less than 30 days prior to travel and accompanied by receipts, with specific alignment to the travel policy's established "class" of travel; **approval is not guaranteed and subject to the Club's discretion.**
- **Stipend Advancement Policy**
 - Coaches may request a 50% advance on their travel stipend the month before their trip, contingent on timely booking and receipt submission. Any travel advances will be deducted from future paychecks should the coach not attend the respective tournament.