



## CENSUS DEFINITIONS AND GUIDANCE 2020 EDITION

### INTRODUCTION:

To access **Census online system** visit <https://census.specialolympics.org/index.html>. If you received new login credentials in 2017, use them to enter the system. You can use same credentials as you use to access SOI Accreditation website. For questions, login credentials (new users) or technical support, please contact [censushelp@specialolympics.org](mailto:censushelp@specialolympics.org).

### IMPORTANT:

-  **When reporting 2020 Census data please include in-person and virtual Special Olympics activities conducted in your Program**
-  To ensure consistent reporting, we will be verifying Census numbers with grant reports (where applicable). Please work with the grant managers in your Program to ensure consistent data submissions.

### GENERAL INSTRUCTIONS:

- The information submitted for each metric should be for the calendar year, 1 January – 31 December 2020.
- Census should include numbers from all settings where Special Olympics programming takes place: Schools, Clubs, communities, and virtual (where applicable) settings.
- Athlete and coaches numbers reported in M1 / M2 of Totals section should include BOTH TRADITIONAL AND UNIFIED athletes and coaches
- Total Participation v/s Individual Total in “Totals” and “Unified Sports” sections:
  - The *Total Participation* is an AUTOMATIC SUM OF ALL ATHLETES’ reported across all sports in a given age and gender category OR coaches coaching in all sports combined.
  - The *Individual Total* is the number of INDIVIDUAL ATHLETES in each age and gender category / individual coaches involved in your Program.
    - *Example:* if the same athlete participates in 5 different sports, he / she will be automatically counted 5 times in the Total Participation row, but must be reported as 1 athlete in the Individual Total row.
  - If the *Individual Total = Total Participation*, this means that each athlete in your Program participates in only 1 sport. The system will flag an error. In a small Program this may occur, but is unlikely in a larger Special Olympics Program. If you receive an error message please review the numbers you reported in the Individual Total to ensure they are correct.

In red – changes / clarifications compared to 2019 version

- The *Individual Total* can't be greater than *Total Participation* and must be equal to or be larger than the highest athlete / coach number reported in any sport for a given age / gender category.
  - *Example:* if you reported 5 female athletes in the 8-15 age category in basketball, your *Individual Total* for female athletes 8-15 years old should be at least 5 or higher.

TOTAL – ATHLETES AND COACHES (Traditional and Unified):

METRIC	DEFINITIONS	GUIDANCE
<p><b>Total Athletes who Trained AND Competed (M01)</b></p>	<p>An <b>athlete who trained and competed</b> is a person with an intellectual disability age 8 years and older who trained in a TRADITIONAL OR UNIFIED SPORT and competed at least once in that sport at a Special Olympics Games or competition at any level (local, state, national, regional, or world) within a calendar year.</p>	<p>Report the number of athletes who trained and competed by age category (8-15, 16-21 or 22+ years old) and gender (male, female, other) in all applicable sports.</p> <p><b>Important instructions:</b></p> <ol style="list-style-type: none"> <li>1. Count all athletes who trained and competed in Traditional and / or Unified Sports even if they trained in <b>Unified Sports only</b>.</li> <li>2. Do not count <b>Unified Sports partners</b>.</li> <li>3. E.g. Bobby (male athlete, 17 years old) trained and competed in bocce, tennis and volleyball. Report Bobby in bocce, tennis and volleyball in male / 16-21 category. Bobby will automatically be counted 3 times in the <b>Total Participation</b>, BUT must be reported as 1 athlete in the <b>Individual Total</b> in male /16-21 column</li> <li>4. The <b>Individual Total</b> of athletes for each age / gender category <b>must be equal to or be larger than</b> the highest number of athletes reported in any sport for this age / gender category.</li> </ol>
	<p><b>"Additional" Sports</b> are locally popular sports (Netball, Triathlon or Flag Football) that a Program trains and / or offers</p>	<p>Ensure that you report information for every sport conducted in the Program. If a Program offers local sport(s) that does</p>

	<p>competition in. See <a href="#">Article I</a>, Section D of the Sports Rules for a full explanation of official, recognized and locally popular sports.</p>	<p>not appear in the sports listing, contact Census help: (<a href="mailto:censushelp@specialolympics.org">censushelp@specialolympics.org</a>) to add the sport(s).</p>
<p><b>Total Athletes who Trained BUT did NOT Compete (M02)</b></p>	<p>An <b>athlete who trained but did not compete</b> is a person with an intellectual disability age 2 years and older who trained in a Special Olympics TRADITIONAL OR UNIFIED SPORT, but did NOT compete in that sport at a Special Olympics Games or competition at any level (local, state, national, regional, or world) within a calendar year.</p>	<p>Report the number of athletes who trained but did not compete by age category (YA, 6-7, 8-15, 16-21 or 22+ years old) and gender (male, female, other) in all applicable sports.</p> <p><b>Important instructions:</b></p> <ol style="list-style-type: none"> <li>1. Count all athletes that trained in Traditional and / or Unified Sports even if they trained in <b>Unified Sports only</b>.</li> <li>2. Do not count <b>Unified Sports partners</b>.</li> <li>3. E.g. Maria (female athlete, 9 years old) trained in swimming, tennis and floorball. Report Maria in swimming, tennis and volleyball rows in female / 8-15 category. Maria will automatically be counted 3 times in the <b>Total Participation</b>, BUT must be reported as 1 athlete in the <b>Individual Total</b> for female / 8-15 column.</li> <li>4. If Maria (female athlete, 9 years old) trained and competed in tennis, and just trained, but did not compete in swimming, she must be reported in tennis in M1 / female / 8-15 row as well as in swimming in M2 / female / 8-15 row. She will be automatically counted in M1 AND M2 Total Participation. Maria must be reported only once in the <b>M01 Individual Total</b> in female / 8-15 column</li> <li>5. The <b>Individual Total</b> of athletes for each age / gender category <b>must be equal to or be larger than</b> the highest number of athletes reported in any sport for this age / gender category.</li> </ol>

<b>MATP</b>	<b>Motor Activities Training Program (MATP)</b> is designed for individuals with intellectual disabilities with severe limitations who do not yet possess the physical and/or behavioral skills necessary to participate in official Special Olympics sports.	Report the number of athletes who participated in MATP activity age category (8-15, 16-21 or 22+ years old) and gender (male, female, other).  <b>Important instruction:</b> 1. Include MATP athletes in the total athletes count in the <b>Individual Total</b> .
<b>Young Athletes</b>	<b>Young Athletes</b> are athletes 2-7 years old <b>with and without Intellectual Disability</b> who participated in a structured sports skills development program in a school, community or home, using Special Olympics Young Athletes materials.	Report the number of children <b>with and without Intellectual Disability</b> participating in Young Athletes program in the <b>Young Athletes</b> column by gender (male, female) category.  <b>Important instructions:</b> 1. The Young Athletes category is the only category where <b>Individual Total</b> count must be equal to the <b>Total Participation</b> . 2. A Young Athlete should be counted only once per year, regardless of how many times that person participated in Young Athletes activities. 3. If Laura (female athlete, 6 years old) participated in Young Athletes <b>and started</b> training in bocce, report her in bocce in M02 female / 6-7 column and count her in M02 female / 6-7 column <b>Individual Total only</b> . 4. While a typical Young Athlete participant is a child with OR without ID, age 2-7, some Programs have

		<p>athletes ages 8 – 10 still participating in Young Athletes program. Programs should focus on progressing children from YA to sport training opportunities after age 7; however, at this time, please record all Young Athletes, including those ages 8 – 10, under the “Young Athletes” column.</p>
<p><b>Total Coaches (Certified and Uncertified, Traditional and Unified) (M03)</b></p>	<p>A <b>coach</b> is a person who provided Special Olympics athletes with a comprehensive sports training and preparation for competitions and / or Games within a calendar year.</p>	<p>Report the number of <b>certified and uncertified, traditional and Unified</b> coaches in all applicable sports <b>by gender (male, female, other)</b>.</p> <p><b>Important instructions:</b></p> <ol style="list-style-type: none"> <li>1. Report total coaches by gender: male, female, other by sport. Note: reporting total Coaches by gender is encouraged but is optional for 2020 Census cycle. It will become mandatory from 2021. Programs that choose NOT to break down coaches by gender in 2020 still must report total number of coaches in each sport category and should use “male” column for reporting all genders.</li> <li>2. Count all coaches that coached Traditional and / or Unified Sports even if they coached <b>Unified Sports only</b>.</li> <li>3. If a coach coached 3 different sports (e.g. bocce, tennis and volleyball) report him / her in each sport. This coach will be automatically counted 3 times in <b>Total Participation</b>, BUT must be reported as 1 coach in the <b>Individual Total</b>.</li> <li>4. The <b>Individual Total</b> of coaches <b>must be equal to or be larger than</b> the highest number of coaches reported in any sport.</li> <li>5. If you reported any athletes in a particular sport (e.g. volleyball) make sure to report coaches for this sport.</li> </ol>

		<p>6. Young Athletes coaches include anyone referred to as a Young Athletes coach, teacher, trainer, assistant, or instructor. Young Athletes coaches should be counted in the <b>Individual Total</b> count for coaches.</p>
<p><b>Number of Certified Coaches (M03A)</b></p>	<p>A <b>certified coach</b> is person who has completed Coach Education Certification AND provided Special Olympics athletes with a comprehensive sports training and preparation for competitions and /or Games within a calendar year. Coach certification can be awarded by:</p> <ul style="list-style-type: none"> <li>▪ Special Olympics Program / Region,</li> <li>▪ National Governing Body of Sport,</li> <li>▪ Regional / International Federation,</li> <li>▪ Recognized Educational Institution,</li> <li>▪ Other certification body approved by Special Olympics Program/Region</li> </ul>	<p>Report the number of <b>certified</b> coaches, traditional and unified in all applicable sports <b>by gender (male, female, other)</b>.</p> <p><b>Important instructions:</b></p> <ol style="list-style-type: none"> <li>1. Report certified coaches by gender: male, female, other by sport. Note: reporting certified coaches by gender is encouraged but is optional for 2020 Census cycle. It will become mandatory from 2021. Programs that choose NOT to break down certified coaches by gender in 2020 still must report total number of certified coaches in each sport category and should use “male” column for reporting all genders.</li> <li>2. Certified Coaches (M03A) is a <b>subset</b> of the Total Coaches (M03). If you reported total 4 coaches in a sport (e.g. tennis) in M03, your number of certified coaches in that sport (tennis) in M03A cannot be larger than 4.</li> <li>3. The <b>Individual Total</b> number of certified coaches (M03A) <b>cannot be larger</b> that total number of coaches reported in M03.</li> <li>4. If a coach was certified and coached in 3 different sports (e.g. bocce, tennis and volleyball) report him / her in each sport. This coach will be automatically counted 3 times in the <b>Total Participation</b>, BUT must be reported as 1 coach in the <b>Individual Total</b>.</li> <li>5. If a coach coached in 3 sports (e.g. bocce, tennis and volleyball), but is only certified in one sport (e.g.</li> </ol>

		<p>bocce), report that coach in M03 for tennis and volleyball, in M03A for bocce, BUT only once in the M03A <b>Individual Total</b> count.</p> <ol style="list-style-type: none"><li>6. The <b>Individual Total</b> of certified coaches <b>must be equal to or be larger than</b> the highest number of certified coaches reported in any sport.</li><li>7. The coaches who received general, not sport-specific certification should be counted in the “Generic Sport” row. Select “Generic Sport” from the menu of sports at the beginning of your Census submission process if you have any non-specific sport certified coaches to report.</li></ol>
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**UNIFIED SPORTS:**

METRIC	DEFINITIONS	GUIDANCE
<b>Unified Athletes</b>	<p>A <b>Special Olympics Unified Sports® athlete</b> is a person with an intellectual disability age 8 years and older who are involved in Unified Sports Recreation, Unified Sports Player Development and/or Unified Sports Competitive models at Games, competitions, Camp Shriver or other Unified Sports activities at any level (local, state, national, regional, or world) within the calendar year.</p>	<p>Report the number of Unified athletes in all applicable sports across 3 Unified Sports models (see below).</p> <p><b>Important instruction:</b></p> <ol style="list-style-type: none"> <li>1. If the same athlete participated in multiple Unified Sports and across different models, report him / her in every applicable sport category and model.</li> <li>2. If you report Unified Athletes / Partners, you should report Unified Schools, Unified Champion Schools or Unified Club metrics as those are the most typical settings in which Unified Sports take place.</li> </ol>
<b>Unified Partners</b>	<p>A <b>Special Olympics Unified Sports® partner</b> is a person without an intellectual disability age 8 years and older who are involved in Unified Sports Recreation, Unified Sports Player Development and/or Unified Sports Competitive models at Games, competitions, Camp Shriver or other Unified Sports activities at any level (local, state, national, regional, or world) within the calendar year.</p>	<p>Report the number of Unified partners in all applicable sports across 3 Unified Sports models (see below).</p> <p><b>Important instruction:</b></p> <ol style="list-style-type: none"> <li>1. If the same partner participated in multiple Unified Sports and across different models report him / her in every applicable sport category and model.</li> <li>2. If you report Unified Athletes / Partners, you should report Unified Schools, Unified Champion Schools or Unified Club metrics as those are the most typical settings in which Unified Sports take place.</li> </ol>
<b>Unified Sports Recreation Model (MO4)</b>	<p><b>Unified Sports Recreation</b> is an inclusive recreation sports event, training program, or competition for Special Olympics athletes and Unified partners. Unified Sports Recreation activities are not required to meet the minimum training, competition and team composition</p>	<p>Report the number of Unified athletes and partners age 8 years and older who participated in Unified Sports Recreation activities in all applicable sport categories.</p> <p><b>Important instruction:</b></p> <ol style="list-style-type: none"> <li>1. If a Unified athlete / partner participated in a Unified Sports Recreation model in 3 different sports (e.g. bocce, tennis and</li> </ol>



	<p>requirements of Unified Sports Player Development and Unified Sports Competitive models but they must:</p> <ul style="list-style-type: none"> <li>- be operated exclusively by SO Program, or</li> <li>- implemented in direct partnership with SO Program</li> </ul> <p>A Unified Sports Recreation event should involve a minimum of 25% of individuals with an intellectual disability and a minimum of 25% of individuals without an intellectual disability.</p>	<p>volleyball) report him / her in each sport. This Unified athlete / partner will be automatically counted 3 times in the <b>Total Participation</b> for Unified Recreation model, BUT must be reported as 1 Unified athlete / partner in the <b>Individual Total</b> for this model.</p> <ol style="list-style-type: none"> <li>2. The <b>Individual Total</b> of Unified athletes / partners for Recreation model <b>must be equal to or be larger than</b> the highest number of Unified athletes / partners reported in any sport for this model.</li> </ol>
<p><b>Unified Sports Player Development Model (M05)</b></p>	<p>In <b>Unified Sports Player Development</b>, teammates are not required to be of similar abilities but age matching should be targeted. Players of higher ability should assist teammates of lower ability in developing sport-specific skills and tactics and in successfully participating in a team environment.</p> <p>This model should combine approximately equal numbers of Special Olympics athletes and partners as teammates on sport teams for training and competition.</p>	<p>Report the number of Unified athletes and partners age 8 years and older who participated in Unified Sports Player Development model activities in all applicable sport categories.</p> <p><b>Important instruction:</b></p> <ol style="list-style-type: none"> <li>1. If a Unified athlete / partner participated in a Unified Sports Player Development model in 3 different sports (e.g. bocce, tennis and volleyball) report him / her in each sport. This Unified athlete / partner will be automatically counted 3 times in the <b>Total Participation</b> for Unified Sports Player Development model, BUT must be reported as 1 Unified athlete / partner in the <b>Individual Total</b> for this model.</li> <li>2. The <b>Individual Total</b> of Unified athletes / partners for Unified Player Development model <b>must be equal to or be larger than</b> the highest number of Unified athletes / partners reported in any sport for this model.</li> </ol>
<p><b>Unified Sports Competitive Model (M06)</b></p>	<p><b>Unified Sports Competitive Model</b> combines approximately equal numbers of athletes and partners of similar age and ability, as teammates for training and competition.</p> <p>All athletes and partners competing in</p>	<p>Report the number of Unified athletes and partners age 8 years and older who participated in Unified Sports Competitive model activities in all applicable sport categories.</p> <p><b>Important instruction:</b></p>

	<p>Unified Sports must have the necessary sport-specific skills and tactics to compete without modification of the current Special Olympics Official Sports Rules.</p>	<ol style="list-style-type: none"> <li>1. If a Unified athlete / partner participated in a Unified Competitive model in 3 different sports (e.g. bocce, tennis and volleyball) report him / her in each sport. This Unified athlete / partner will be automatically counted 3 times in the <b>Total Participation</b> for Unified Competitive model, BUT must be reported as 1 Unified athlete / partner in the <b>Individual Total</b> for this model.</li> <li>2. The <b>Individual Total</b> of Unified athletes / partners for Unified Sports Competitive model <b>must be equal to</b> or <b>be larger than</b> the highest number of Unified athletes / partners reported in any sport for this model.</li> <li>3. If you report any athletes / partners in Unified Sports Competitive model, make sure to report Unified Competitions in the Program Information section.</li> </ol>
<p><b>Unified Sports Totals Athletes and Partners (M07)</b></p>	<p>Unified athletes and Unified partners definition <a href="#">see above</a></p>	<p>Report total number of Individual Unified athletes / partners age 8 years and older who participated in any of the 3 Unified Sports models in each sport.</p> <p>E.g. If Terrell (an athlete) participates in Unified Floorball in Recreation and Competitive models, he must be reported as 1 athlete for Floorball in M07 – Athletes.</p> <p>E.g. If Sonia (a partner) participates in Unified Floorball in Competitive model, and in Unified Volleyball in Competitive and Recreational models, she must be reported as 1 athlete for Floorball in M07 and 1 athlete for Volleyball in M07. She will automatically be counted 2 times in M07 <b>Total Participation</b>. Sonia must be reported as 1 athlete in <b>Individual Total</b> for M07 - Partners.</p> <p><b>Important instructions:</b></p> <ol style="list-style-type: none"> <li>1. The Unified Totals athletes / partners in each sport <b>must be equal to</b> or <b>be larger than</b> the highest number of Unified</li> </ol>

		<p>athletes / partners reported in any of the 3 models for that sport.</p> <ol style="list-style-type: none"> <li>2. Unified Totals athletes is a subset of Total athletes (sum of M01 and M02) for each sport. If you reported total 15 athletes in a sport (e.g. tennis), your Total Unified athletes in that sport (tennis) cannot be larger than 15.</li> <li>3. If a Unified athlete / partner participated in any Unified Sports model in 3 different sports (e.g. bocce, tennis and volleyball) report him / her in each sport. This Unified athlete / partner will be automatically counted 3 times in the <b>Total Participation</b>, BUT must be reported as 1 athlete / Unified partner in the <b>Individual Total</b>.</li> <li>4. M07 individual total should be at least equal to or greater than the Individual Total reported in any of the 3 models. E.g. if you report 15 athletes in Individual Total in Player Development, 10 in Individual Total in Recreation and 5 in Individual Total in Competitive Models, your M07 Individual Total should be at least 15 but no larger than 30.</li> </ol>
<p><b>Youth Unified Athletes and Partners (M08)</b></p>	<p><b>Youth Unified Athletes and Unified Partners</b> are people with and without intellectual disabilities age 8-25 who are involved in Unified Sports Recreation, Unified Sports Player Development and/or Unified Sports Competitive models at Games, competitions, Camp Shriver or other Unified Sports activities at any level (local, state, national, regional, or world) within the calendar year.</p>	<p>Report the total number of Unified athletes / partners age 8-25 who participated in any of the 3 Unified Sports models in each sport.</p> <p><b>Important instruction:</b></p> <ol style="list-style-type: none"> <li>1. Youth Unified athletes / partners is a subset of Unified Total athletes / partners. If you reported 15 Unified athletes and 20 Unified partners in a sport (e.g. tennis), your Youth Unified athletes in that sport (tennis) cannot be larger than 15 and Youth Unifies partners – larger than 20.</li> <li>2. If a Youth Unified athlete / partner participated in any Unified Sports model in 3 different sports (e.g. bocce, tennis and</li> </ol>

		<p>volleyball) report him / her in each sport. This athlete / Unified partner will be automatically counted 3 times in the <b>Total Participation</b> for Youth Unified, BUT must be reported as 1 athlete / Unified partner in the <b>Individual Total</b>.</p> <p>3. If you report Youth Unified Athletes / Partners then you should report Unified Schools, Unified Champion Schools or Unified Club metrics as those are the most typical settings in which Unified Sports take place.</p>
<p><b>Total Unified Sports Coaches (M09)</b></p>	<p>A Unified Sports <b>coach</b> is a person who has received Unified Sports coaches training and provides Special Olympics Unified athletes and partners with a comprehensive sports training and preparation for competitions in any Unified Sports model within a calendar year.</p>	<p>Report the number of <b>Unified Sports</b> coaches in all applicable sports.</p> <p><b>Important instructions:</b></p> <ol style="list-style-type: none"> <li>1. If a coach coached in 3 different Unified Sports (e.g. bocce, tennis and volleyball) report him / her in each sport. This coach will be automatically counted 3 times in <b>Total Participation</b> row, BUT must be reported as 1 coach in the <b>Individual Total</b>.</li> <li>2. The <b>Individual Total</b> of Unified coaches <b>must be equal to or be larger than</b> the highest number of Unified coaches reported in any sport.</li> <li>3. If you reported any Unified athletes / partners in a particular sport (e.g. volleyball) make sure to report Unified coaches for this sport (volleyball).</li> <li>4. Unified Coaches is a <b>subset</b> of the <b>Total Coaches</b> (M03). If you reported total 4 coaches in a sport (e.g. tennis) in M03, your number of Unified coaches in that sport (tennis) cannot be larger than 4.</li> </ol>

**PROGRAM INFORMATION**

METRIC	DEFINITIONS	GUIDANCE
<p><b>1. Total Number of Competitions (Traditional and Unified)</b></p>	<p>A <b>Competition</b> includes all forms of competitive events, Traditional and Unified, conducted at all Program levels within a calendar year between individuals/teams that normally do not train together.</p>	<p>Report the total number of competitions offered in the Program.</p> <p><b>Important instructions:</b></p> <ol style="list-style-type: none"> <li>1. In a multi-sport competition (single/multiple day) each sport offered should be counted as one competition.</li> <li>2. If a sport (e.g. Football) is offered as Traditional and Unified, count as 2 competitions.</li> <li>3. Count only the Sport, not the number of events within each sport.</li> <li>4. Count each league match as a separate competition.</li> <li>5. Include Unified Competitions in the total count of competitions.</li> </ol>
<p><b>1a. Number of Unified Sports Competitions</b></p>	<p><b>Unified Competitions</b> include all forms of Unified Sports competitive events conducted at all Program levels within a calendar year between individuals/teams that normally do not train together.</p>	<p>Report the total number of Unified competition opportunities offered in the Program.</p> <p><b>Important instructions:</b></p> <ol style="list-style-type: none"> <li>1. In a multi-sport Unified competition (single/multiple day) - each sport offered should be counted as one competition.</li> <li>2. Count only the Unified Sports, not the number of events within each sport.</li> <li>3. Count each Unified league match as a separate competition.</li> <li>4. Number of Unified Competitions is a subset of Total Number of Competitions and cannot exceed</li> </ol>

		<p>it. For example, if you reported 10 Competitions, the number of Unified Competitions cannot be more than 10.</p>
<p><b>2. Total Number of Volunteers</b></p>	<p>A <b>Volunteer</b> is a person of any age, with or without an intellectual disability, who volunteered his/her time to support Special Olympics Program in any unpaid capacity at least once during the calendar year.</p>	<p>Report the total number of individuals involved in the Program who meet the definition of volunteers.</p> <p><b>Important instructions:</b></p> <ol style="list-style-type: none"> <li>1. Do not count Unified Sports partners in this metric, unless a Unified Sports partner also volunteers in one of the volunteer roles.</li> <li>2. A volunteer participating in multiple roles should be counted only once.</li> </ol>
<p><b>2a. Number of Youth Volunteers</b></p>	<p>A <b>Youth Volunteer</b> is an individual with or without an intellectual disability age 8-25 who volunteered his/her time to support Special Olympics Program in any unpaid capacity at least once during the calendar year.</p>	<p>Report the total number of volunteers in the 8-25 age category.</p> <p><b>Important instructions:</b></p> <ol style="list-style-type: none"> <li>1. Do not count Unified Sports partners in this metric, unless a Youth Unified Sports partner also volunteers in one of the volunteer roles.</li> <li>2. A youth volunteer participating in multiple roles should be counted only once.</li> <li>3. Number of Youth Volunteers is a subset of the Total Volunteers metric. If you reported 15 volunteers in your Program, your youth volunteers cannot be greater than 15.</li> </ol>
<p><b>3. Number of Youth Leaders</b></p>	<p>A <b>Youth Leader</b> is an individual with or without an intellectual disability age 8-25 who is actively involved in a leadership role during the calendar year. Examples of <b>youth</b> leadership roles include:</p>	<p>Report the total number of leaders in the 8-25 age category.</p> <p><b>Important instructions:</b></p>

	<ul style="list-style-type: none"> <li>▪ Representatives of youth advisory councils and committees</li> <li>▪ Local Program Committee members</li> <li>▪ Games and event organizers</li> <li>▪ Sport Officials</li> <li>▪ Grant project leaders</li> <li>▪ Board members</li> <li>▪ Coaches / assistant coaches</li> <li>▪ Health and fitness messengers</li> </ul>	<ol style="list-style-type: none"> <li>1. Athlete leaders 8-25 years old should <b>also</b> be counted in this metric. For example, a 24-year-old Global Messenger should be counted as a youth leader AND captured in the athlete leaders category.</li> <li>2. Youth Leaders is a subset of Youth Volunteer metric. For example, if you reported 25 youth volunteers, the number of youth leaders cannot be greater than 25.</li> <li>3. Siblings between the ages of 8-25 in leadership roles should also be counted as Youth Leaders</li> </ol>
<p><b>4. Number of Athlete Leaders</b></p>	<p>An <b>Athlete Leader</b> is a Special Olympics Athlete who is actively involved in a leadership role during the calendar year. Examples of <b>athlete</b> leadership roles include:</p> <ul style="list-style-type: none"> <li>▪ Leadership roles at competitions, games, events or sports clinics</li> <li>▪ Coaches, assistant coaches, Young Athletes coaches, Sport Officials</li> <li>▪ Public Speaking</li> <li>▪ Representatives on Boards, Sports and Non-Sports Committees or Input Councils</li> <li>▪ Fundraising</li> <li>▪ Health or fitness leaders</li> </ul>	<p>Report the total number of Athlete Leaders who performed any or a combination of the outlined leadership roles.</p> <p><b>Important instructions:</b></p> <ol style="list-style-type: none"> <li>1. Athlete leaders performing multiple leadership roles should only be counted once.</li> <li>2. Athlete leaders 8-25 years old should <b>also</b> be counted in the Youth Leaders metric.</li> </ol>
<p><b>5. Total Number of Registered Family Members</b></p>	<p>A <b>Registered Family member</b> is a parent, grandparent, sibling, guardian, custodian or caregiver of a person with an intellectual disability registered with a Program during the calendar year whose contact information is shared with the Program.</p>	<p>Report the total number of family members of people with intellectual disabilities who Program has a way to directly communicate with.</p> <p><b>Important instructions:</b></p>

		<ol style="list-style-type: none"> <li>1. Do not count family members of Unified Partners or coaches, unless it's an athlete who also is a coach / assistant coach.</li> </ol>
<b>5a. Number of Family Leaders</b>	<p>A <b>Family Leader</b> is a parent, grandparent, sibling, guardian, custodian or caregiver of a person with intellectual disability who is actively involved in a Program leadership role during the calendar year. Examples of <b>family</b> leadership roles include:</p> <ul style="list-style-type: none"> <li>▪ Coaches / assistant coaches</li> <li>▪ Standing Committee members</li> <li>▪ Board Members</li> <li>▪ Games and event organizers</li> <li>▪ Local Program Committee Members</li> <li>▪ Sport officials</li> </ul>	<p>Report the total number of family members actively involved in a leadership role.</p> <p>Important instructions:</p> <ol style="list-style-type: none"> <li>1. Count each family member individually</li> <li>2. Family members performing multiple roles (e.g. as coaches, Unified partners, volunteers) should be counted in each of the categories.</li> <li>3. Number of Family Leaders is a subset of the Registered Family members. If you reported 100 family members in your Program, your family leaders count can't be more than 100.</li> <li>4. Siblings between the ages of 8-25 in leadership roles should also be counted as Youth Leaders</li> </ol>
<b>6. Does your Program have a Full-Time Paid Director / CEO?</b>	<p>A <b>paid Program Director, National Director or CEO</b> is a Special Olympics employee who receives an annual documented salary from the Special Olympics Program</p>	<p>Answer 1 for Yes, and 0 for No</p>
<b>7. Total Number of Paid Staff</b>	<p>A <b>paid staff</b> refers to paid staff employed in a skilled role by a Special Olympics Program office on a full-time or a part-time basis and regularly works the agreed upon number of hours per week.</p>	<p>Report the total number of paid full-time or part-time staff employed in your Program.</p> <p><b>Important Instructions:</b></p> <ol style="list-style-type: none"> <li>1. If you report a paid National Director / CEO, that counts as at least 1 paid staff.</li> </ol>
<b>7a. Number of Paid Staff with Intellectual Disabilities</b>	<p>A <b>paid staff with ID</b> refers to paid staff with an intellectual disability employed in a skilled role by a Special Olympics Program office on a full-time or a part-time basis and regularly works the agreed upon</p>	<p>Report the total number of paid full-time or part-time staff with intellectual disabilities employed in your Program.</p>



	number of hours per week. Examples of skilled work include: office administration, leading a function of a Program, clerical work.	
<b>8. Number of Unpaid Staff with Intellectual Disabilities</b>	An <b>unpaid staff with intellectual disabilities</b> refers to an individual with an intellectual disability who works in an unpaid skilled leadership role year round at a National/State level. For example, manages an important function in the office or a programmatic area such as Young Athletes, a Healthy Athletes discipline, Athlete Leadership, or a sport, but does not receive a salary or stipend.	Report the total number of <b>unpaid staff with intellectual disabilities</b> working in an unpaid skilled role, year round at the Special Olympics National/State level.
<b>9. Total Number of Schools Engaged in Special Olympics</b>	A <b>School Engaged in Special Olympics</b> is a school or University that offers its students the opportunity to engage in any type of Special Olympics programing within a calendar year. Examples include: <ul style="list-style-type: none"> <li>▪ Traditional Special Olympics Sports</li> <li>▪ Unified Sports</li> <li>▪ R-Word Campaign or other advocacy efforts</li> <li>▪ <b>Spread the word inclusion-campaign</b></li> <li>▪ Research</li> <li>▪ Student Fundraising</li> </ul>	Report the total number of schools engaged with Special Olympics. <b>Important instructions:</b> <ol style="list-style-type: none"> <li>1. Schools engaged in multiple Special Olympics opportunities should be counted once.</li> <li>2. Types of schools include: pre-school, kindergarten, elementary school, primary school, secondary school, high school, middle school, technical school, special education school, vocational school, trade school, college, university, or other post-secondary school.</li> </ol>
<b>9a. Number of Unified Schools</b>	A <b>Unified School</b> is a school or university that conducts Unified Sports opportunities at least 2 times within a calendar year.	Report the total number of Unified Schools, which participate in Unified Sports activities. This can be within the formal Physical Education framework or as an informal activity outside regular lessons.  <b>Important instructions:</b> <ol style="list-style-type: none"> <li>1. <b>U.S. Programs please skip this metric (report 0).</b></li> <li>2. To qualify as a Unified School, any model of Unified Sports may be conducted (competitive, player-development, or recreation).</li> </ol>

		<ol style="list-style-type: none"> <li>3. Types of schools: same as above.</li> <li>4. If a general education school works with a special education school to participate in Unified Sports activities involving students of both schools, count these as two separate Unified Schools.</li> <li>5. Reminder: Any school offering inclusive Young Athletes qualifies as Unified School, as inclusive Young Athletes falls under the Unified Sports Recreational Model</li> <li>6. Unified Schools are a subset of Schools engaged with Special Olympics.</li> <li>7. You cannot have Unified Schools but no Youth Unified Sports Athletes and Partners. You are also likely to have Unified Competitions. Please make sure to report those.</li> </ol>
<p><b>9ai.Number of Unified Champion Schools</b></p>	<p>A <b>Unified Champion School</b> is a school or university that promotes inclusion by conducting activities in <b>each</b> of three components within a calendar year:</p> <ol style="list-style-type: none"> <li>1) <b>Unified Sports</b> (competitive, player-development, or recreation models)</li> <li>2) <b>Inclusive Youth Leadership</b> AND</li> <li>3) <b>Whole School Engagement</b></li> </ol>	<p>Report the total number of Unified Champion Schools.</p> <p><b>Important instructions:</b></p> <ol style="list-style-type: none"> <li>1. <b>U.S. Programs please only include your Unified Champion School numbers, using same methodology (counting all 1, 2 and 3 component schools from the school year ending in June of the census year) as used for SONA UCS reports, and report 0 in section 9a.</b></li> <li>2. Inclusive Youth Leadership: students with and without ID work together to lead and plan advocacy, awareness, and other Special Olympics related inclusive activities (example: Youth Activation Committees). These Youth Leaders have to be reflected in the metric “Number of Youth Leaders”</li> </ol>

		<ol style="list-style-type: none"> <li>3. Whole School Engagement includes awareness/education activity that promotes inclusion and reaches majority of school’s <b>student</b> body (Example: Pledge to Include, School Assembly informing about inclusion, Spread the Word Inclusion’ – Campaign, R-Word Campaign)</li> <li>4. Types of schools include: same as above</li> <li>5. If a general education school forms a partnership with a special education school, (students of both schools must be involved) count these as two separate Unified Champion Schools.</li> <li>6. Reminder: Any school offering inclusive Young Athletes qualifies as Unified School, as inclusive Young Athletes falls under the Unified Sports Recreational Model Unified Champion Schools are a subset of Unified Schools. If you report 20 Unified Schools, your Unified Champion Schools can’t be larger than 20.</li> <li>7. You cannot have Unified Champion Schools but report no Youth Unified Sports Athletes / Partners, and no Youth Leaders. You are also likely to have Unified Competitions as a result of school engagement. Make sure you report them.</li> </ol>
<p><b>10.Total Number of Local Clubs/ Local sub-Programs (in a non-school setting)</b></p>	<p>A Local Club / Program is an organized local unit / branch conducting Special Olympics activities in a community outside of a school setting.</p>	<p>Report the total number of Local Clubs / Programs within a Special Olympics Accredited National / State Program operating at the grassroots level in a non-school setting.</p>

<p><b>10a. Number of Local Clubs / Local sub-Programs conducting Unified Sports (excluding Unified Schools)</b></p>	<p>A Local Club / Program conducting Unified Sports is an organized local unit / branch offering Special Olympics activities in a community AND conducting Unified Sports at least 2 times within a calendar year outside of a school setting.</p>	<p>Report the total number of Local Clubs / Programs started under the mandate of a non-school entity and conducting Unified Sports in a non-school setting.</p> <p><b>Important instructions:</b></p> <ol style="list-style-type: none"> <li>1. Do not include Unified Schools (see definition of Unified Schools)</li> <li>2. Include Local Clubs / Programs that conduct any model of Unified Sports (Player Development, Competitive, Recreation) and who are not part of a Unified School</li> <li>3. Reminder: inclusive YA qualifies as Unified Sports under the Unified Sports Recreational Model</li> </ol>
<p><b>11. Social Media Followers</b></p>	<p>Number of online followers of your Program’s major online social media platforms:          Facebook          Instagram          Twitter          Other – your next highest platform in terms of number of followers</p>	<p>Please report the total number of followers on each of you Program’s major social media platforms at the end of the year.</p> <p><b>Important instructions:</b></p> <ol style="list-style-type: none"> <li>1. If your Program doesn’t have Facebook, Instagram or Twitter pages, report 0 in those fields.</li> </ol>
<p><b>12. Total athletes participating in any fitness activity</b></p>	<p>Fitness includes any activity conducted to improve athlete / partner health and enhance sports performance through participation in physical activity, education on nutrition and hydration.          Fitness can occur in the following settings (but not limited to): sports practice, schools, clubs, fitness centers, communities, day or residential centers, online, and may include education or direct engagement activities such as (but not limited to) Fit 5,</p>	<p>Report the total number of individual athletes participating in at least 1 session of Special Olympics fitness activity in any setting.</p> <p><b>Important Instructions:</b></p> <ol style="list-style-type: none"> <li>1. Athletes who participate in multiple session should only be counted once.</li> </ol>

	Unified Fitness Clubs, Fit Families and Friends, SOfit and Performance Stations.	
<b>12a. Number of athletes participating in structured fitness activities for at least 6 weeks.</b>	See definition of fitness above	<p>Report the total number of individual athletes participating in at least 6 weeks of Special Olympics fitness activities at any setting.</p> <p><b>Important Instructions:</b></p> <ol style="list-style-type: none"> <li>1. Athletes that participate in fitness activities longer than 6 weeks should be counted as one person.</li> <li>2. Weeks from multiple programs can be combined. E.g. an athlete participated in a 4 week Fit 5 program and joined 2 weeks of a fitness challenge.</li> <li>3. Number of athletes participating in at least 6 weeks of fitness activities is a subset of number of athletes participating in any fitness activities. If you reported 100 athletes participating in any fitness activities, athletes participating in 6 weeks cannot be more than 100.</li> <li>4. If you need specific tools for tracking this metric, please reach out to <a href="mailto:research@specialolympics.org">research@specialolympics.org</a>.</li> </ol>
<b>13. Total partners participating in any fitness activity</b>	See definition of fitness above	<p>Report the total number of individual partners (people without ID) participating in at least 1 session of Special Olympics fitness activities in any setting.</p> <p><b>Important Instructions:</b></p> <ol style="list-style-type: none"> <li>1. Partners who participate in multiple session should only be counted once.</li> </ol>
<b>13a. Number of partners participating in</b>	See definition of fitness above	<p>Report the total number of individual partners (people without ID) participating in at least 6 weeks of Special Olympics fitness activities at any setting.</p>

<p>structured fitness activities for at least 6 weeks.</p>		<p><b>Important Instructions:</b></p> <ol style="list-style-type: none"><li>1. Partners that participate in fitness activities longer than 6 weeks should be counted as one person.</li><li>2. Weeks from multiple programs can be combined. E.g. an athlete participated in a 4 week Fit 5 program and joined 2 weeks of a fitness challenge.</li><li>3. Number of partners participating in at least 6 weeks of fitness activities is a subset of number of partners participating in any fitness activities. If you reported 100 partners participating in any fitness activities, partners participating in 6 weeks cannot be more than 100.</li><li>4. If you need specific tools for tracking this metric, please reach out to <a href="mailto:research@specialolympics.org">research@specialolympics.org</a>.</li></ol>
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