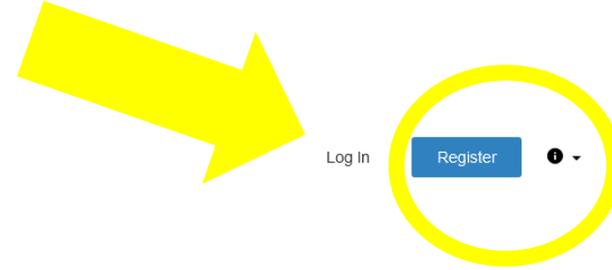


SurveyMonkey Apply

Application Instructions for New Accounts

New Registrant



USA Swimming

The USA Swimming Foundation serves as the philanthropic arm of USA Swimming. Established in 2004, the Foundation works to strengthen the sport by saving lives and building champions *-in the pool and in life*. Whether equipping our children with the life-saving skill of learn-to-swim or providing financial support to USA Swimming teams, athletes, and coaches, including our heroes on the U.S. National Team, the USA Swimming Foundation aims to provide the wonderful experience of swimming to kids at all levels across the country.

Programs



Swim Lesson Provider Network Application

Accepting applications on Aug 7 2019 12:00 AM (MDT)
Swim lesson providers insured to provide swimming lessons and interested in participating in the swim lesson provider network, apply here. Note, this application is a pre-requisite to applying for the USA Swimming Foundation's Learn to Swim Grant.

[MORE >](#)

Learn to Swim Grant Application

Accepting applications from Oct 15 2020 05:00 AM (MDT) to Dec 15 2020 07:00 PM (MST)
USA Swimming Foundation Learn-to-Swim Grants for swim lesson providers. Interested applicants must have completed the Swim Lesson Provider Network Application, or last year's 2020 Learn-to-Swim Grant application in order to apply.

[MORE >](#)

Register as individual or organization

Register for an applicant account

Register with

OR

Register as an individual
 Register as an organization

First name Last name

Email

Password

Confirm password

By registering for an account, you agree to our [terms of service](#) and [privacy policy](#).

I'm not a robot 

Register for an applicant account

Register with

OR

Register as an individual
 Register as an organization

First name Last name

Email

Password

Confirm password

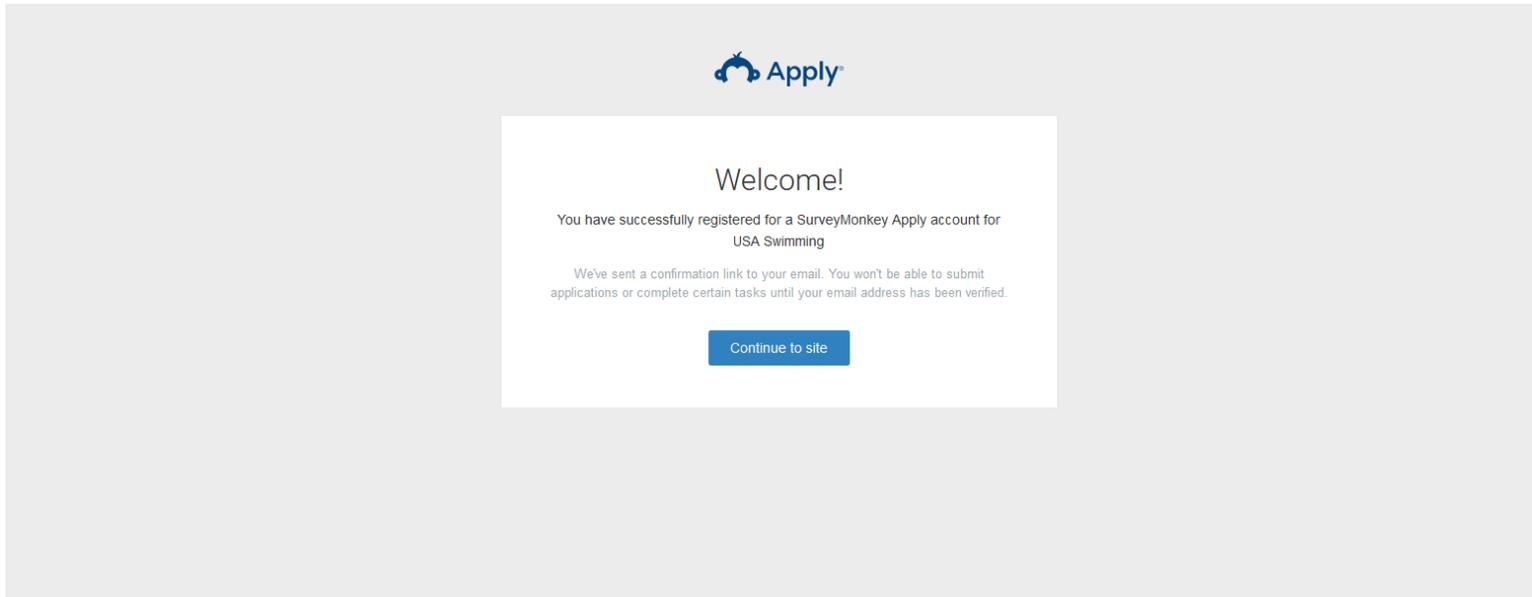
By registering for an account, you agree to our [terms of service](#) and [privacy policy](#).

I'm not a robot 

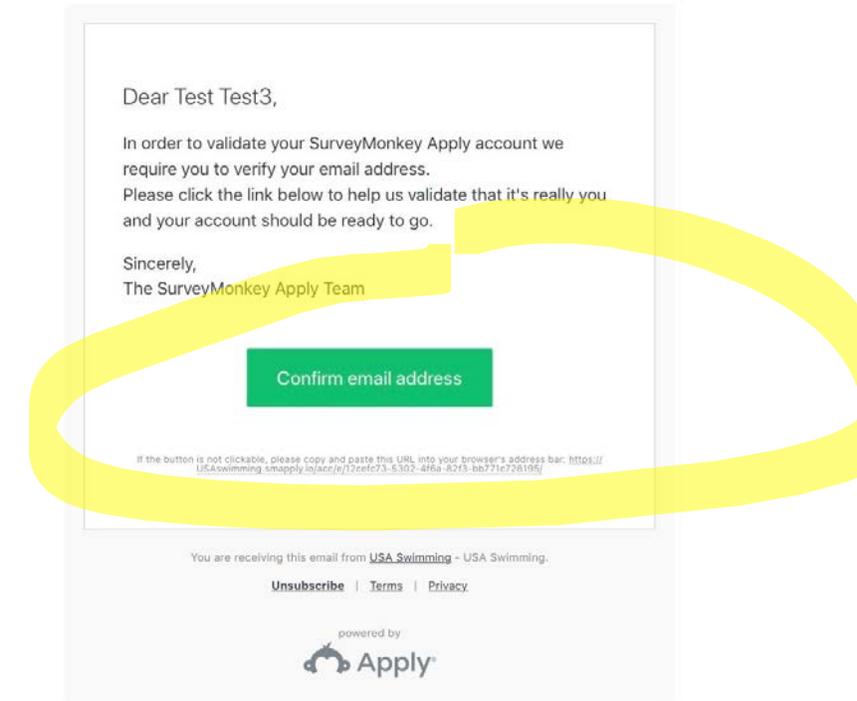
Email Verification Required

Check your inbox, an email will come from the following email address: noreply@mail.smapply.net

[Return to USA Swimming](#)



SurveyMonkey Apply Account Email Verification



Email Verification, cont.

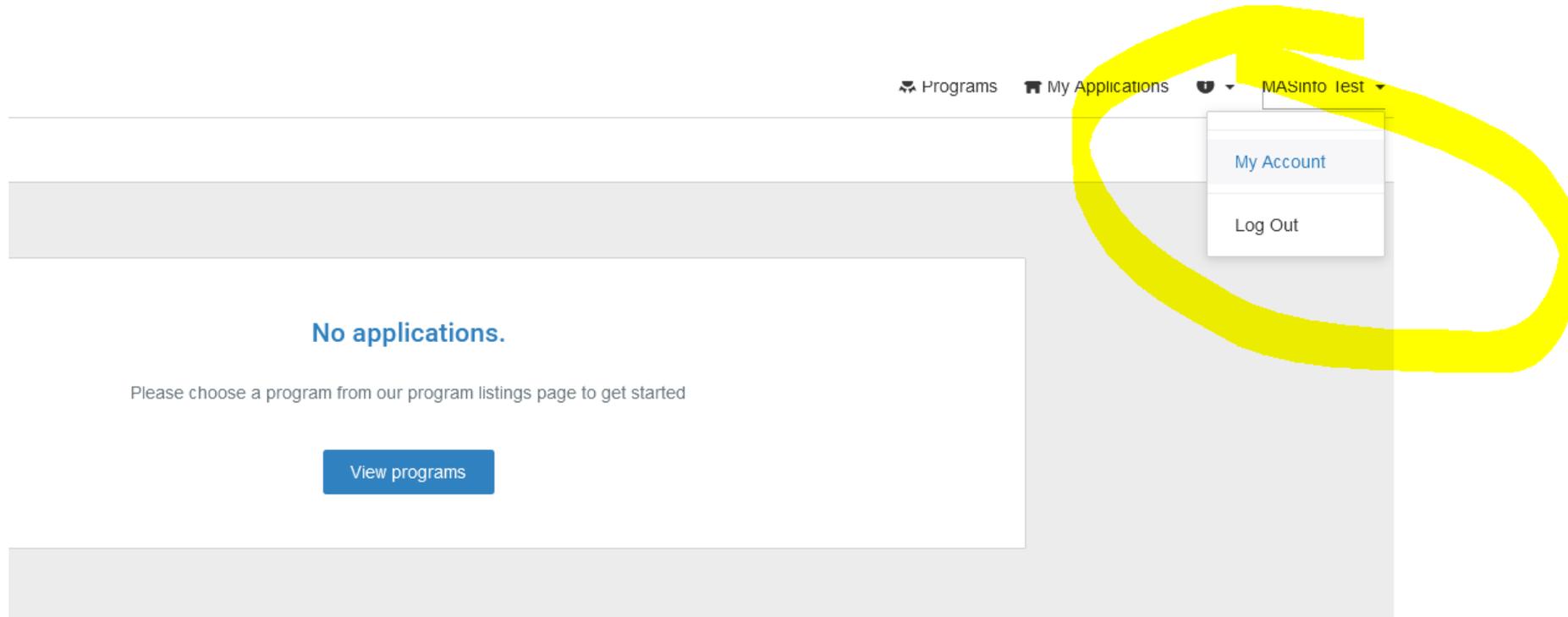
The screenshot displays a web interface for USA Swimming. At the top left, the text "USA Swimming" is visible. On the top right, there are navigation links: "Programs", "My Applications", and a user profile icon labeled "Test Test3". Below the navigation bar, a breadcrumb trail shows "Test Test3".

A prominent yellow highlight is drawn around the main content area. Inside this area, there are two distinct messages:

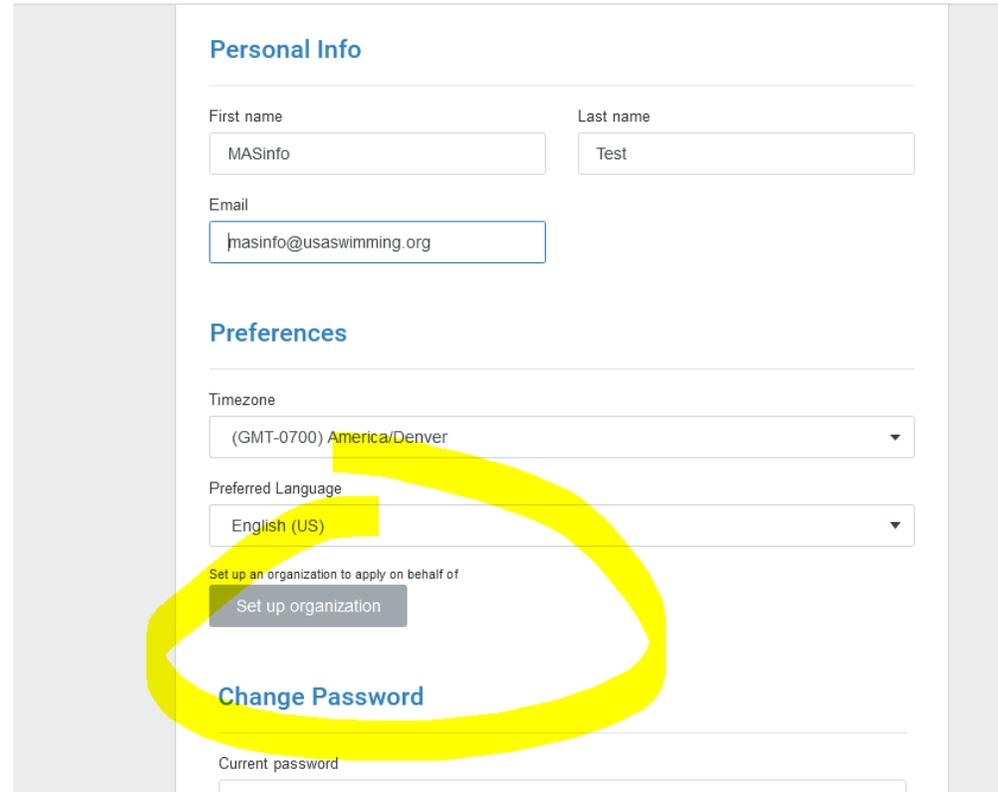
- Warning Message:** A white box with a yellow border contains a warning icon (a triangle with an exclamation mark) and the text: "Your email address has not been verified!". Below this, it states: "You will not be able to submit applications or complete certain tasks until you have verified your email address". To the right of this text is a blue button labeled "Send verification link".
- No Applications Message:** A white box below the warning message contains the heading "No applications." in blue. Below the heading, it says: "Please choose a program from our program listings page to get started". At the bottom of this box is a blue button labeled "View programs".

If initial registration was “Individual”

In the top right corner where your name appears, click the arrow and select “My Account”



Scroll to the bottom and click “Set up Organization”



The screenshot shows a user profile page with the following sections:

- Personal Info**
 - First name: MASinfo
 - Last name: Test
 - Email: masinfo@usaswimming.org
- Preferences**
 - Timezone: (GMT-0700) America/Denver
 - Preferred Language: English (US)
- Set up an organization to apply on behalf of**
 - Set up organization button (highlighted with a yellow circle)
- Change Password**
 - Current password field

Complete the form and click “Continue”

USA Swimming

Test Test3

A valid Tax ID Number is required

To apply for programs on behalf of an organization, we need the following information about your organization.

Organization name

Address (optional)

City (optional)

Country (optional)

Select a country



Tax country

USA - EIN Number



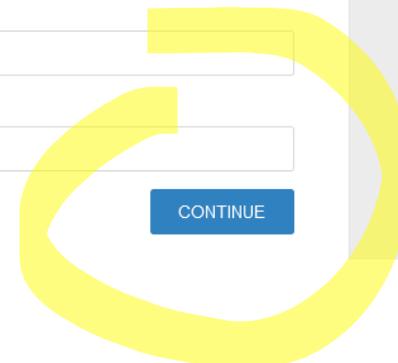
Tax number

Organization phone number (optional)

Organization email (optional)

Website (optional)

CONTINUE



Welcome Screen

[← Return to USA Swimming](#)



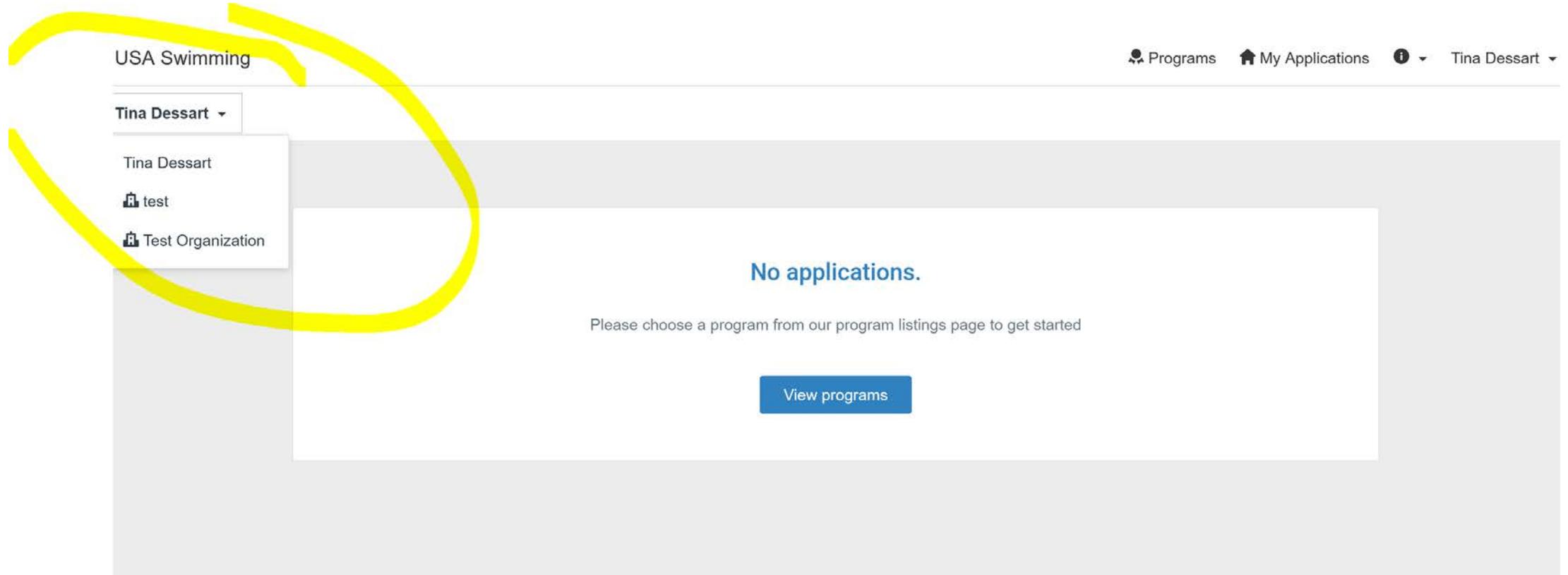
Welcome!

You have successfully registered for a SurveyMonkey Apply account for USA Swimming

We've sent a confirmation link to your email. You won't be able to submit applications or complete certain tasks until your email address has been verified.

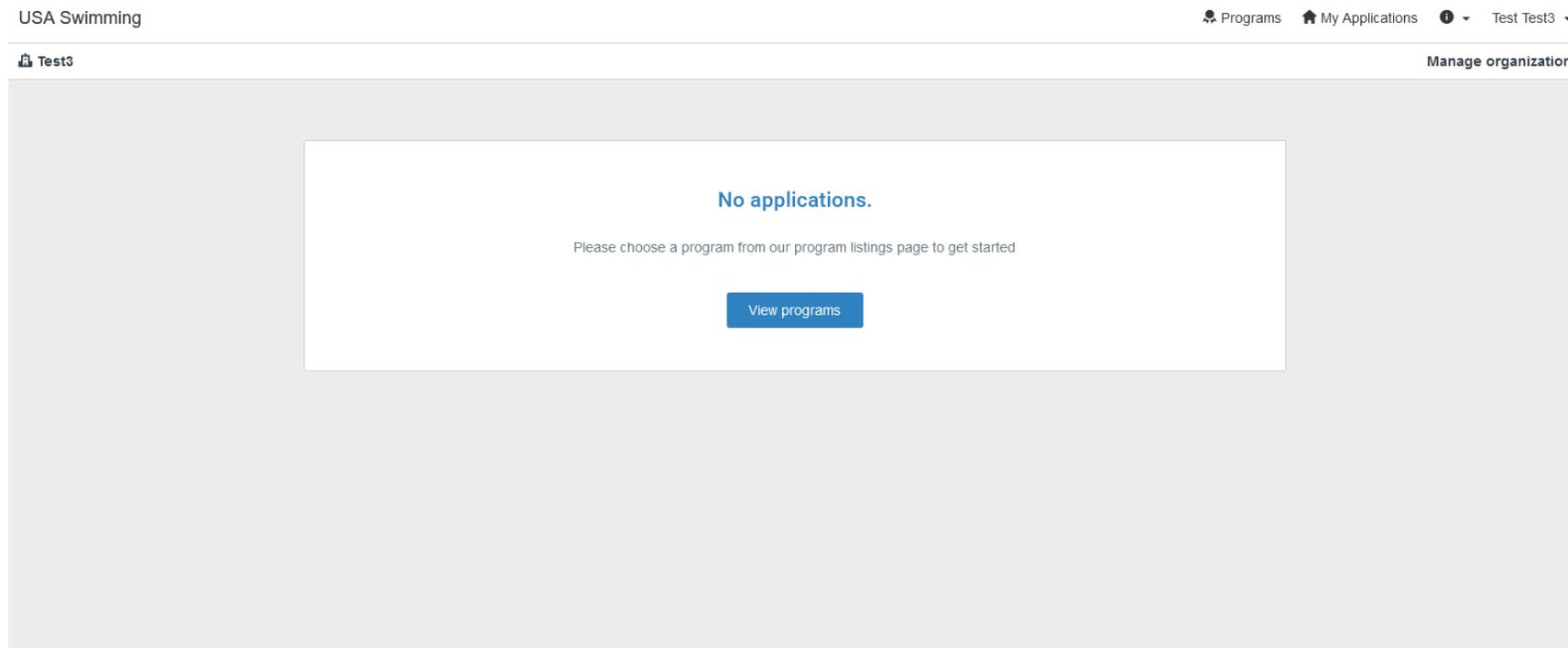
[Continue to site](#)

Each time you log in you will need to select the organization you represent on the left-side of the screen using the arrow by your name

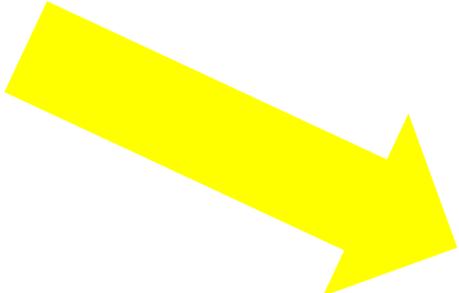


If initial registration was as an Organization:

- Complete the email verification process, you will then see this screen upon login



Select "Programs" in the top right corner of your screen



USA Swimming

Test Organization ▾ Programs My Applications MASinfo Test ▾ Manage organization

Select the program you wish to apply for by clicking “more”

USA Swimming

Programs My Applications Test Test3

Test3 Manage organization

USA Swimming USA Swimming

Programs

Search programs..

Swim Lesson Provider Network Application

Accepting applications on Aug 7 2019 12:00 AM (MDT)

Swim lesson providers insured to provide swimming lessons and interested in participating in the swim lesson provider network, apply here. Note, this application is a pre-requisite to applying for the USA Swimming Foundation's Learn to Swim Grant.

[MORE >](#)

Learn to Swim Grant Application

Accepting applications from Oct 15 2020 05:00 AM (MDT) to Dec 15 2020 07:00 PM (MST)

USA Swimming Foundation Learn-to-Swim Grants for swim lesson providers. Interested applicants must have completed the Swim Lesson Provider Network Application, or last year's 2020 Learn-to-Swim Grant application in order to apply.

[MORE >](#)

1 of 2 Programs

Select “Apply”

USA Swimming Programs My Applications Test Test3

Test3 Manage organization



Swim Lesson Provider Network Application

USA Swimming and the USA Swimming Foundation aim to provide the opportunity for **every child** in America to learn to swim. Through partnerships with learn-to-swim providers, USA Swimming and the USA Swimming Foundation help strengthen aquatic programs and provide financial support for children to learn the lifesaving gift of swimming.

USA Swimming strongly recommends swim lesson providers who meet or exceed industry best practices, who go above and beyond to provide a safe environment and facility by using trained and certified instructors and lifeguards, a low student to teacher ratio, and industry best practices to empower children with the life saving skill of swimming.

To become a part of the swim lesson provider network, and work with us to *save lives*, apply here. In doing so, programs become eligible for the following benefits and more:

- Utilization of the USA Swimming Foundation's name and branding to drive awareness to your learn-to-swim and aquatic programs
- Premier listing on USA Swimming's Swim Lesson/Team Finder featured on the USA Swimming website: <https://www.usaswimming.org/finder>

APPLY

Opens
Aug 7 2019 12:00 AM (MDT)

Categories
LTS

Begin the application process by clicking on the task under “Your tasks”

The screenshot displays the USA Swimming application interface. At the top left, it says "USA Swimming". On the top right, there are navigation links for "Programs", "My Applications", and a user profile for "Test Test3". Below the header, the user's name "Test3" and "Manage organization" are visible. The main content area is divided into two columns. The left column shows a progress bar for "0 of 1 tasks complete", a "REVIEW" button, a "SUBMIT" button, and a user profile for "Test Test3" with the email "tdezz2@comcast.net" and an "Add Member or Team" button. The right column shows a task titled "Swim Lesson Provider Network..." with a "Preview" link and a "..." menu. Below this, there are tabs for "APPLICATION" and "ACTIVITY". Under the "Your tasks" section, a task titled "Swim Lesson Provider and Water Safety Network Application Form" is highlighted with a yellow circle and a yellow arrow pointing to it.

Answer the questions and follow the blue prompts at the bottom of the screen

The screenshot displays the USA Swimming application interface. At the top, the header includes "USA Swimming" on the left and navigation links for "Programs", "My Applications", and "Test Test3" on the right. Below the header, the user is identified as "Test3" and the page is titled "Manage organization".

The main content area is divided into two panels. The left panel, titled "Back to application", shows a task list for "Swim Lesson Provider and Water Safety Network Application Form". It indicates that 0 of 1 tasks are complete and shows the last edited time as "Oct 6 2020 11:13 AM (MDT)". At the bottom of this panel are "REVIEW" and "SUBMIT" buttons.

The right panel displays the application form. The title is "Swim Lesson Provider and Water Safety Network Application Form". The form content includes the question "Is your program insured to provide swim lessons?*" with a dropdown menu below it. At the bottom of the form are two buttons: "SAVE & CONTINUE EDITING" and "NEXT". A yellow arrow points to the "NEXT" button.

Task Complete, Submit Application

Once you have completed all tasks for an application, you MUST click “Submit” on the left-hand side of the screen for the application to be fully submitted

The screenshot displays a web application interface with a top navigation bar containing "Test3" on the left and "Manage organization" on the right. The main content area is divided into two panels. The left panel shows a task list with a progress indicator: "1 of 1 tasks complete". The task "Swim Lesson Provider and Water Safety Network Application Form" is marked as complete with a green checkmark. Below the task list, a "SUBMIT" button is highlighted with a yellow circle. The right panel shows the details of the application form, including the title "Swim Lesson Provider and Water Safety Network Application Form", the completion date "Completed Oct 6 2020 11:42 AM (MDT)", and the form content. The form includes a question "Is your program insured to provide swim lessons?*" with a "Yes" response, a "Name of Organization (listed on W9):*" field with the value "test", and a section for uploading a completed and signed W9 form. The form content is partially obscured by a black redaction box. At the bottom of the form, there are buttons for "VIEW FULL SCREEN" and "DOWNLOAD", and a file information string "File type: pdf Size: 181.9 kB".

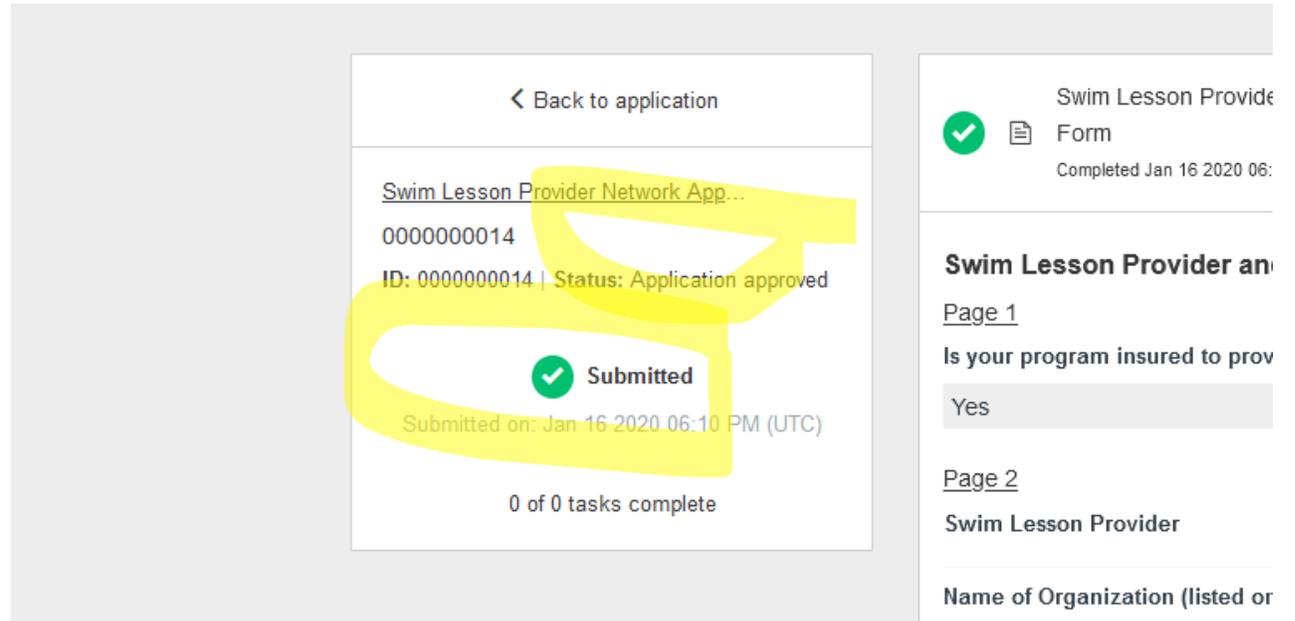
Additional Information:

- You may save your work to finish later
- Make sure you are logged in under the organization
 - Select the organization under your name on the left-hand side of your screen if needed)
- If needed, select “My Applications” in the righthand corner of the screen to access your existing applications
- Click continue

The screenshot shows a web application interface. At the top left, the text "USA Swimming" is visible. Below it, a dropdown menu is open, showing "Test3" with a yellow highlight and the red annotation "Organization dropdown if needed". At the top right, there is a navigation bar with "Programs", "My Applications" (highlighted in yellow with the red annotation "My applications, if needed"), and "Test Test3". Below the navigation bar, the text "Manage organization" is visible. The main content area is titled "All Applications -" and contains a card for a "Swim Lesson Provider Network Application" with ID "0000000106". The card shows "Test3" as the organization and "0 of 1 tasks complete". A green "CONTINUE" button is highlighted in yellow with the red annotation "Click continue". Below the button, it says "Last edited: Oct 6 2020 11:15 AM (MDT)".

Fully Submitted Application

- Once an application has been fully submitted you will see a green checkmark and “Submitted” on the left-hand side of your screen.
- A pop-up confirmation and email will be generated upon successful submission
- Real-time application status updates can also be found in this space.



The screenshot displays a user interface for a submitted application. On the left, a card shows a back button, the application title "Swim Lesson Provider Network App...", the ID "0000000014", and the status "Application approved". A prominent green checkmark and the word "Submitted" are highlighted with a yellow brush, along with the submission timestamp "Submitted on: Jan 16 2020 06:10 PM (UTC)". Below this, it indicates "0 of 0 tasks complete". On the right, a sidebar shows the application title "Swim Lesson Provider Form", the completion date "Completed Jan 16 2020 06:", and a "Page 1" section with the question "Is your program insured to prov" and a "Yes" response. A "Page 2" section is partially visible with the text "Swim Lesson Provider" and "Name of Organization (listed or".

Help Button: located in the top right corner indicated by an enclosed “i”

SA Swimming

Programs My Applications Tina Dess

Test Organization ▾

Questions about a program or information on this site?  Manage organiza

[Need help with using SurveyMonkey Apply?](#) 
[Check out the FAQ](#)

[Having technical issues with this site?](#) 
Fill in a support request form

All Applications ▾



...

...

Organizational team members

- USA Swimming staff does not have access to passwords (please save and/or use the “forgot password” function on the site login page)
- USA Swimming staff does not have the ability to transfer, add or edit organizational team members or their roles for an organization. Please add at least one additional team member to the organizational profile who has administrative privileges should there be a staffing change (see images provided).

Manage Organization/Add Member

- To manage the organizational information, click Manage Organization in the top right-hand corner of the screen, and select the “Profile” tab.
- To add Members, select the “Members” tab and click “Add Member”
- New members will automatically be sent a notification with an email verification link

The screenshot displays the USA Swimming management interface. At the top, the user is logged in as 'Test Test3'. The main navigation bar includes 'Manage Organization', 'Profile', 'Members', and 'Teams'. The 'Members' tab is currently selected. In the top right corner, a 'Manage organization' button is highlighted with a yellow circle. Below the navigation bar, there is a table of members. The 'Add member' button is also highlighted with a yellow circle. The table contains one member: Test Test3, with email tdezz2@comcast.net, role Primary administrator, last login Today, and signup date Today. The page footer shows 'Page: 1 (1 - 1 of 1)' and a refresh icon.

USA Swimming

Programs My Applications Test Test3

Test3

Manage Organization Profile Members Teams

0 Actions Add member Search... III

<input type="checkbox"/>	Name	Email	Role	Teams	Last login	Signup date	Active
<input type="checkbox"/>	TT Test Test3	tdezz2@comcast.net	Primary administrator		Today	Today	✓

Page: 1 (1 - 1 of 1) 25

City: Colorado Springs
Country: United States of America
Tax country: USA - EIN Number
Tax number: 12-3456778
Organization phone number:
Organization email:
Website:

Primary organization administrator

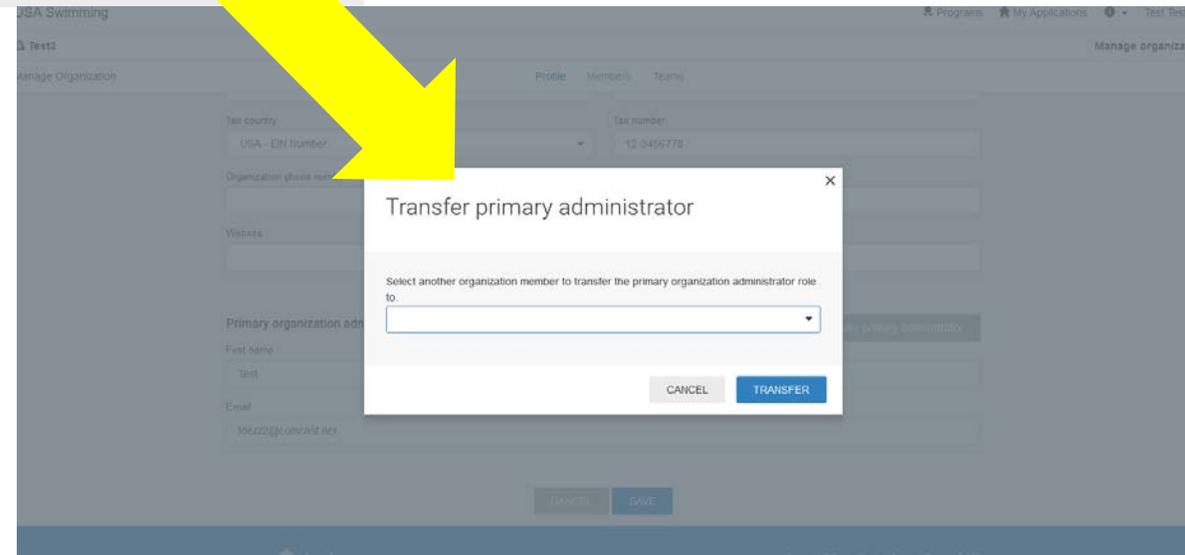
First name: Test
Last name: Test3
Email: tdezz2@comcast.net

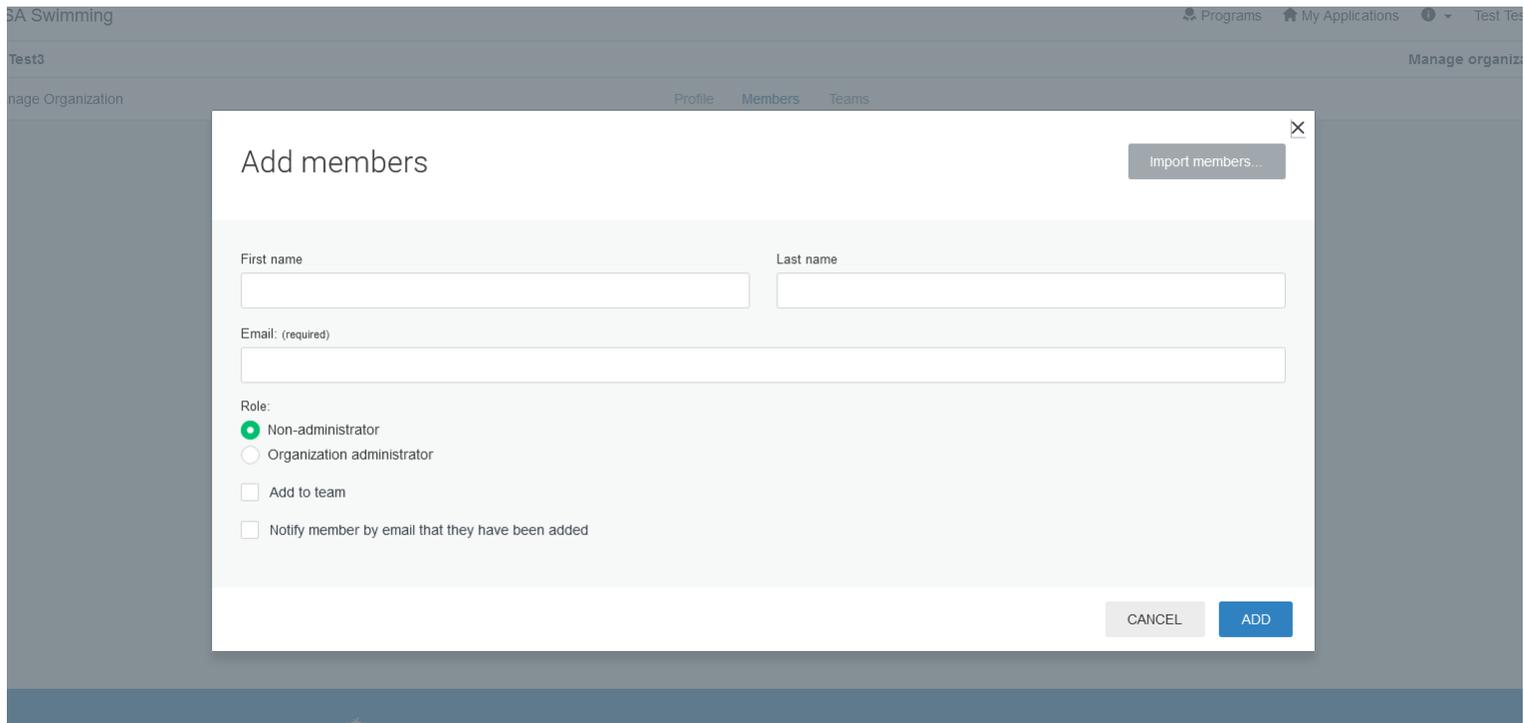
CANCEL SAVE

Transfer primary administrator

Organizational Profile screen

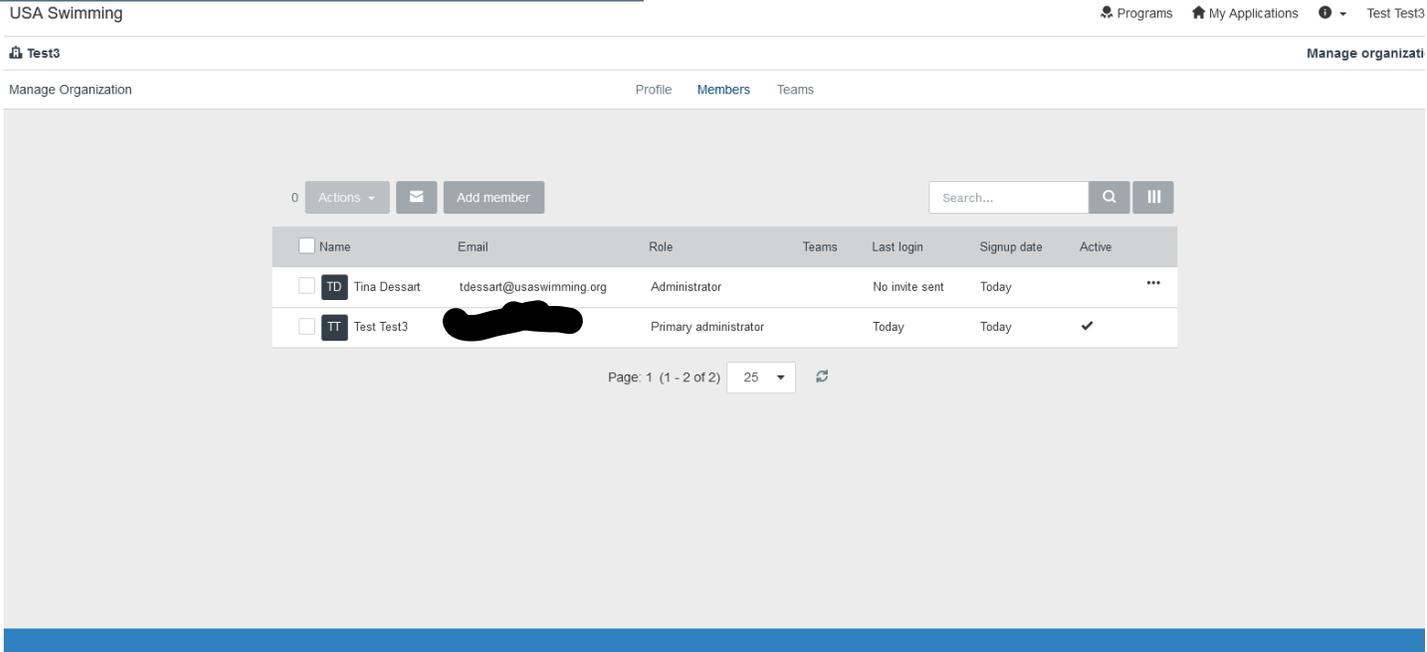
Should you need to transfer the administrative role, simply select "Transfer primary administrator"; Reminder, USA Swimming staff does not have access to this option





Add Members screen

Completed process



<input type="checkbox"/>	Name	Email	Role	Teams	Last login	Signup date	Active
<input type="checkbox"/>	TD Tina Dessart	tdessart@usaswimming.org	Administrator		No invite sent	Today	...
<input type="checkbox"/>	TT Test Test3	[REDACTED]	Primary administrator		Today	Today	✓