

# **PROVISIE**

## **Vision and objectives**

*USV Protos*

*Version May 2023*

*Utrechtse Studenten Volleybalvereniging Protos*

*Uppsalalaan 3  
3584 CT Utrecht  
bestuur@usvprotos.n*

## **Table of Contents**

ProVisie in brief .....	4
Introduction.....	5
Part 1: Vision and ambition .....	6
Chapter 1: Vision and Future Perspective.....	6
1.1 Vision.....	6
1.2 Future Perspective.....	6
Chapter 2: Vision on the Athletic Field .....	7
2.1 Objective .....	7
2.2 Team placements .....	7
2.3 Multi-Year Plan .....	8
2.4 Trainers .....	8
2.5 Coaches .....	8
2.6 Team Captains.....	8
2.7 Practices .....	9
2.8 Incidental extra training.....	9
2.9 Referees.....	9
2.10 Materials.....	10
2.11 Injury prevention .....	10
Chapter 3: Vision of ethos and club culture .....	11
3.1 Goal.....	11
Chapter 4: Vision on top-level volleyball .....	11
4.1 Goal.....	11
Chapter 5: Views on financial position .....	12
5.1 Goals.....	12
5.2 Fiscal year.....	12
5.3 Budget and final settlement .....	12
5.4 Membership fee .....	12
5.5 General reserve .....	12

5.6 Refund of membership fees .....	13
5.7 Fines.....	14
Chapter 6: Making Protos sustainable .....	15

## **ProVisie in brief**

Utrechtste Studenten Vereniging Protos (USV Protos) should be a financially healthy student volleyball club accessible to all volleyball playing students from Utrecht. USV Protos aims to be active at all regional levels (4th division /m 3rd division) and also at the national level.

Every member of USV Protos should be able to feel at home within the club, regardless of their volleyball skills, religion, ethnicity and sexual orientation. A sports climate in which everyone can feel safe must therefore be guaranteed. The ethos and club culture are closely linked to the organisation of the club.

USV Protos wants to support all members and teams in their ambitions regarding the game of volleyball. We want to offer members an environment in which they can grow personally (in their volleyball skills).

In addition, we want to ensure that the combination of volleyball and sociability is guaranteed and radiated to the outside world. By ensuring that most of the members are students, the club culture as a student association is preserved.

The board should focus on improving the quality and structure of the association and the satisfaction of its members.

The board shall ensure the best possible realisation of the above objectives and internal organisation.

## **Introduction**

The ProVision is established to determine long-term objectives and outline the general vision from which USV Protos is governed. The ProVision has been rewritten several times. It is the responsibility of the board to ensure that this document is continually adjusted to the situation in which USV Protos finds itself.

The purpose of the ProVision is to provide members with insight into the organization of the association and the vision and goals of the board. The structure of the document is as follows: the first part provides a description of the vision of the board of USV Protos and presents the future perspective. Subsequently, five chapters describe various themes. The second part provides an overview of the internal organization, including the board, committees, membership, and internal and external communication.

We hope that this document clarifies what USV Protos stands for and assume that it can serve as a guide for both members and future boards. We emphasize that these are guidelines and objectives; any deviations from these guidelines are at the discretion of the board. If there are any questions about the ProVision, please feel free to contact us!

Het bestuur 2022 - 2023,

Mira Frinsel, Silke Geraats, Casper Klei, Jesse Tuijtel, Annebel Schouwenaar en Jundi Jansen  
[bestuur@usvprotos.nl](mailto:bestuur@usvprotos.nl)

## **Part 1: Vision and ambition**

### **Chapter 1: Vision and Future Perspective**

#### **1.1 Vision**

USV Protos aims to be a financially healthy student volleyball association that is accessible to all volleyball-playing students from Utrecht and its surrounding areas. Protos strives to be active at all regional levels (4th class to 3rd division) as well as at the national level. Both volleyball and the sense of camaraderie within the association are central to this vision. Additionally, USV Protos aims to promote high-level volleyball. The goal is to equitably distribute the additional costs of select teams and minimize the associated membership fee increases. Furthermore, it is expected that the respective team contributes actively to the association and maintains a connection with the rest of the organization.

#### **1.2 Future Perspective**

The future perspective will be outlined based on three pillars: the athletic level, the association culture, and the financial position of the association.

##### Athletic Level:

USV Protos aims to be active at both the regional and national levels to be accessible to all volleyball-playing students in Utrecht and its surrounding areas. In order to operate at higher regional and national levels, it is crucial for USV Protos to systematically handle the organizational and volleyball technical pressures that come with it. Firstly, USV Protos needs to maintain a healthy financial position, covering the increased costs associated with participating at a higher level through sponsorships (refer to Part 1; Section 4.2). Additionally, attracting, developing, and retaining players capable of playing at a higher level is of utmost importance. The Technical Committee (TC) plays a key role in recruiting new members and facilitating the progression of current members. Recruiting competent external coaches for high-performing teams is crucial for maintaining this level. Through consistent guidance and development of internal coaches, the overall skill level of players in all teams can improve (refer to Part 1; Section 2.3). Moreover, participating at a higher level entails contributing more referee points. To address this, regional refereeing becomes a responsibility of the teams obligated to provide referees (refer to Part 1; Section 2.9).

##### Association Culture:

Within the association, the (student) association culture is equally important as volleyball. This is evident in the abundance of activities, traditions, and customs that the association holds. Protos is characterized by a vibrant and open culture, where members from different teams actively engage with each other easily. Because external parties may have a different perception of student associations, it is essential to convey and promote the association culture. This helps maintain a positive relationship with stakeholders such as referees, opponents, Olympos, the Sports Café, and sponsors. Additionally, the association aims to fulfill a societal role through activities organized by our Charity Committee. In 2021, the Inclusivity Committee was established to address and promote discussions on inclusivity-related topics.

Financial Position:

Protos is financially healthy. The sports ambitions and activities incur costs. To cover these costs, attracting sponsors is crucial. The Commissioner of External Affairs and the PR committee play a vital role in this aspect. More information about the financial position can be found in Chapter 5.5.

## **Chapter 2: Vision on the Athletic Field**

### **2.1 Objective**

USV Protos aims to support all members and teams in their ambitions regarding the game of volleyball. The association strives to provide members with an environment where they can personally grow in their volleyball skills. The goal is always to aim for progress.

### **2.2 Team placements**

The Technical Committee (TC) is responsible for team placements, with volleyball skill level as the primary criterion. Additionally, potential, ambition, dedication, and the number of years a member can still play at USV Protos are taken into account. Prolonged absence during the season is also considered in the decision-making process. Internal progression is encouraged, so members are encouraged to practice with a higher-level team. In spring, the TC, in consultation with coaches, identifies players eligible for training with a higher team. Depending on the needs of coaches and the TC, this training can commence at any point in the season. From the end of the competition, the TC, in consultation with coaches, has the flexibility to arrange training groups, excluding the selection teams. A board secretary participates in the TC to ensure smooth communication, given their access to the membership administration. The board can assist the TC with challenging issues, but the TC makes independent decisions on content.

During the selection period, which starts after the competition, members may not necessarily train in the composition described in the team allocation for that season. Departing members may be asked to train with another team during this period or not train at all to create space for additional participants. Departing members, however, must be offered alternative training options if they wish, as they have paid the full-season subscription. The selection team placements are determined by the coaches of the respective team, not the TC.

All teams consist of a maximum of twelve competition players, except for the top division. However, this number may be exceeded due to prolonged player absence, such as during a foreign travel or study period. In such cases, a player is considered surplus. Members training exclusively without participating in competitions have been rare at Protos in recent years.

A member must submit travel plans in the ProPeiling or, at the latest, before the autumn technical meeting to be eligible for a selection team and the membership fee refund policy (refer to Part 1; Section 5.6).

The TC must send the final team allocation at least five days before the Technical Meeting so that members can raise objections if necessary.

### **2.3 Multi-Year Plan**

To provide the TC with guidance in finding the right team compositions, it is desirable for the board to formulate a multi-year plan. The multi-year plan outlines the objectives for each team per season. This way, the TC can assemble a team that can achieve the specified goals.

### **2.4 Trainers**

USV Protos aims to ensure that each team has a coach of an appropriate level. To achieve this, (internal) training for coaches is provided in the form of coaching clinics, with the goal of organizing at least two clinics per season. These clinics are offered by the company Scherp Volleybal. Coaches receive a volunteer allowance at the end of the season when they have attended a sufficient number of clinics..

Through the collaboration with Scherp Volleybal, our coaches also have the opportunity to obtain a VT2 and VT3 diploma. The VT2 course consists of multiple clinics throughout the year, of which a portion, at least two, must be attended as a requirement, and this is contractually stipulated with the coaches. For those interested in a VT3 education, a customized program can be developed. The match secretary is responsible for informing all coaches about the coaching allowance and the possibilities for attending a VT2/3 course. Throughout the season, evaluations take place among the Trainers Committee, coaches, TC, and the board.

USV Protos has a Trainers Committee, serving as a central point of contact for all coaches regarding training content, structure, technical matters, or any issues coaches may encounter. Additionally, members of the Trainers Committee assist the match secretary in organizing coaching clinics and in the search for new trainers.

### **2.5 Coaches**

The goal is for each team to have a coach of an appropriate level, with a preference for the trainer to also act as the coach. If the trainer does not fulfill the coaching role, regular communication and collaboration between the trainer and the coach are expected. The board is responsible for finding a permanent coach. In cases where the coach cannot attend a match, the permanent coach and/or the team captain are responsible for arranging a replacement.

### **2.6 Team Captains**

At the beginning of each season, every team selects a team captain. The team captain serves as the point of contact for the team and is responsible for the ball bag and its contents, the match form, overseeing the venue on home game days, any sponsored match clothing, and conveying information from the board to the team. The team captain signs a contract, wherein they also commit to fulfilling any potential fines (refer to Part 1: Section 5.7).

The team captain is required to attend the team captain's meeting, held at the beginning of the season. In case the team captain is unable to attend, another member of the team must be present at the meeting. During this meeting, the team captain receives an explanation of their role and the team folder. This folder contains essential information about procedures related to venue supervision and officiating. This includes explanations about refereeing, scoring, venue supervision, equipment, and any sanctions for non-compliance with the rules. The team captain is responsible for clearly informing the team about these details.



## **2.7 Practices**

USV Protos aims to provide each team with training time, following the guidelines based on the volleyball level:

- First teams: Two training sessions per week, with a minimum total training time of 4 hours.
- Other teams:
  - Promotion class and higher: Two training sessions per week, with a minimum total training time of 3.5 hours.
  - 1st class: Two training sessions per week, with a minimum total training time of 3 hours.
  - 2nd to 4th class: One training session of at least 1.5 hours per week.

The number of training sessions for teams playing above the promotion class level is assessed on a seasonal basis. Additionally, the board reserves the right to deviate from the above regulations when deemed necessary. This may occur in situations where the promotion of a specific team is desired or when a significant skill level difference arises between the women's and men's lines. Limited venue availability and the allocation of internal trainers are also determining factors in assigning training space to teams.

## **2.8 Incidental extra training**

With the introduction of the OlymPas, the one-time venue rental is free up to a certain number of hours. Teams are required to contact the wedstrijdsecretaris to make arrangements for this.

## **2.9 Referees**

Every team at USV Protos is obligated to provide a minimum of three (regional or association) referees to ensure that all matches are officiated. An association referee is trained within Protos, officiates from 4th to 1st class level, and referees an average of five matches per season. Regional referees are trained by the Nevobo, officiate at promotion class and 3rd division levels, and referee a minimum of six matches per year.

Officiating is conducted at various levels, summarized as follows:

- 3rd and 4th class: At this level, officiating is allowed if the referee has passed the rules test on [www.volleybalmasterz.nl](http://www.volleybalmasterz.nl).
- 1st and 2nd class: At this level, officiating is permitted if the individual has completed or is enrolled in the VS2 training. The VS2 training varies from one association to another but always concludes with an Assessment of Competence (Proeve van Bekwaamheid).
- Promotion class and 3rd division: At this level, officiating is allowed if the individual has completed or is enrolled in the VS3 training, organized by the Nevobo. This training includes three peer learning sessions, a practical day, self-study, and, similar to the VS2 training, concludes with an Assessment of Competence.

Throughout the season, the CZA and the referees committee organize various clinics, peer learning evenings, and other activities. This effort aims to provide Protos with high-quality referees and enhance the enjoyment of officiating. Referees are essential contributors to the competition, and these initiatives help foster both skill and enjoyment in the role.

## **2.10 Materials**

Each team has a ball bag containing six balls. The first teams have a minimum of ten balls. Annually, two balls are replaced with new ones for the first teams, and one ball is replaced for the other teams. The outdated team balls are added to the USV Protos ball bin. The ball bin is available for use by any team during training sessions and home game days. A team can use a maximum of six balls from the ball bin, ensuring that each team has enough balls for training.

Training materials such as ladders, cones, weighted balls, and jump ropes can also be used. These materials are owned by USV Protos and must be returned to the equipment cabinet (cabinet 45) after use.

The first teams receive new jerseys from the association every three years.

## **2.11 Injury prevention**

USV Protos has entered into a partnership with Fysio Utrecht Oost, providing members of the entire association with the opportunity to receive a free consultation with the physiotherapist once a week. Through this collaboration, we aim to minimize the severity and duration of injuries within our teams.

## **Chapter 3: Vision of ethos and club culture**

In addition to offering volleyball in the Nevobo competition, a focus on camaraderie is one of the characteristics of our student sports association. Socializing at Olympos after training sessions and on home game days is a significant aspect of the association's culture. The social aspect is also evident in the large number of committees within USV Protos. The intention is to ensure and project the combination of volleyball and sociability outward.

As the name "student sports association" suggests, USV Protos is primarily oriented towards students. The 80/20 rule from USS Mesa Cosa ensures a maximum of 20% non-student members within the association, indirectly preserving the association's culture.

### **3.1 Goal**

Every member of USV Protos should feel at home within the association, regardless of their volleyball skills, religion, race, or sexual orientation. A sports environment in which everyone feels safe must be guaranteed.

## **Chapter 4: Vision on top-level volleyball**

### **4.1 Goal**

USV Protos is, first and foremost, a sports association that aims to offer volleyball at the highest possible level. This ensures that lower-level teams serve as a stepping stone to higher levels, attracting ambitious volleyball players and creating a positive image of the club externally. This positive image extends to the volleyball community as well as sponsors who support the association financially.

#### Conditions Cultural Preservation:

A prerequisite for this vision is the need to preserve the association's culture. It is crucial to ensure a strong connection between the teams at the volleyball level. Additionally, it is desirable that the selection teams continue to contribute to the association. This approach allows for continuous upward growth, ensuring that our selection teams are not merely a collection of top volleyball players who happen to play for USV Protos and are renewed annually from outside the association.

#### Financial position:

Another requirement that must be considered in this vision is the financial aspect. Playing at a higher level incurs costs. While the association's vision is to compete at a high level, the principle should be that members are not burdened with additional financial responsibilities. If this were to be the case, the matter would be first discussed and assessed during the Annual General Meeting (ALV) to gauge members' willingness to accept such financial implications.

#### Means Dispensation Scheme:

For teams competing in the second division or higher, special rules regarding dispensation apply, and these can be found in Part 2 Section 2.2. However, it should be emphasized that USV Protos is primarily a volleyball association for students, and the selection teams should not be exempt from this principle.

## **Chapter 5: Views on financial position**

### **5.1 Goals**

USV Protos aims to be and remain financially healthy as an association. This is achieved by creating an annual budget that ensures the association maintains sufficient reserves..

### **5.2 Fiscal year**

The financial year runs from August 1st to July 31st.

### **5.3 Budget and final settlement**

The treasurer is responsible for the budget and the final financial statement. The draft version of the budget is presented at the spring ALV, and the final version is then presented at the fall ALV. The financial statement for the past fiscal year is presented at the fall ALV, and the audit committee reviews this financial statement in advance, reporting on its findings during the fall ALV. Throughout the year, the treasurer undergoes multiple audits by the audit committee to ensure the financial health of the association.

### **5.4 Membership fee**

The membership fee constitutes the main source of income for the association. Annually, a proposal for the membership fee is presented at the spring ALV. The membership fee is finalized based on the budget and financial statement, with the members' approval, during the fall ALV.

The goal is to keep the membership fee as low as possible. The primary focus is on generating income from other sources, such as sponsorship and subsidies. Only after maximizing these sources should the membership fee be considered to bridge any gaps in the budget.

### **5.5 General reserve**

The general reserve aims to provide financial security for the association. It can be accessed if USV Protos finds itself in financial distress. In the event of a sudden financial setback, such as the loss of a major sponsor, a significant reduction in subsidies, or unexpectedly high costs, the general reserve can be utilized to ensure that the membership fee does not undergo substantial changes.

If such an incident has occurred, a structured plan should be developed from that moment onwards to restore the general reserve to its previous level. Such a plan may consist of a multi-year plan, where each subsequent year includes a donation to reach the desired level of the general reserve.

The amount of the general reserve is subject to certain limits. The general reserve is established with the aim of covering all income - except for the membership fee - for an entire season. If the general reserve exceeds this limit, the surplus should be invested in the association.

### **5.6 Refund of membership fees**

The following regulation addresses the refund of membership fees for injured members, sick members, traveling members, or members who join during the season. In exceptional cases, the board may decide to refund a larger portion of the membership fee.

#### Injury or illness:

Members who, due to injury or serious illness, are unable to play volleyball for an extended period are entitled to a partial refund of the membership fee. The amount of this refund is calculated using the following rule:

$$\text{Refund} = ((\text{number of months out of rotation}) / 10) * \text{membership fee}$$

Refunds are only given to members who are out of rotation for at least 10 weeks. In this rule, the 2 months from mid-June to mid-August do not count, as there are no training sessions and matches during this period.

Members wishing to claim this refund must notify the treasurer no later than May 15 of the respective season, clearly stating the period for which the membership fee is being requested. The treasurer will refund the money before the end of the fiscal year.

#### Traveling:

Members who go on a trip and have indicated this before the Fall Technical Meeting (FTM) are entitled to a partial refund of the membership fee. The amount of this refund is calculated using the following rule:

$$\text{Refund} = ((\text{number of months out of rotation}) / 10) * \text{membership fee} * 0.5$$

This refund is 50% lower than that for injured/sick members. The reason for the lower refund is that fixed costs, such as Nevobo fees, are incurred for each Protos member, regardless of the period of absence. It has been decided not to apply this reduction in the refund for injured and sick members because those members do not play volleyball for a portion of the year due to force majeure, while travelers do so voluntarily. The minimum absence period for both injured/sick and traveling members is 10 weeks, and the months from mid-June to mid-August do not count.

Members wishing to claim this refund must notify the treasurer no later than May 15 of the respective season, clearly stating the period for which the membership fee is being requested. The treasurer will refund the money by June 1 at the latest.

#### Members who join USV Protos during the season:

Members who join USV Protos during the season do not have to pay the full membership fee. This rule is divided into two parts:

Rule 1: Members who join on or after November 1 but not later than March 1 are entitled to a partial refund of the membership fee. The membership fee is calculated as follows:

Membership fee discount = ((number of months already passed in the season) / 10) \* membership fee \* 0.5

Rule 2: Members who join after March 1 only pay the membership fee for the part of the season in which they are a member. The amount of their membership fee is calculated using the following rule:

To be paid membership fee = ((number of months a member) / 10) \* membership fee

In contrast to the regulation for injured and traveling members, members in this case do not have to submit a refund request themselves. The treasurer directly charges the amount calculated according to this rule.

#### Voluntarily leave:

Members who voluntarily miss a part of the season for reasons other than injury, illness, or travel, or who voluntarily resign their membership during the season, are not entitled to a refund of their membership fee. Only members who resign before October 1 are exempt from paying the full membership fee but are required to pay only 20%.

#### **5.7 Fines**

When teams or players are fined by the Nevobo or by Mesa Cosa, these costs are passed on to the respective team or player. USV Protos can also impose fines on its members. These fines may be given for not having a valid OlymPas, loss of balls, loss of player cards, or a referee/scorekeeper who doesn't show up or is late for the match. The team captain signs a contract during the team captain's meeting, in which they declare their willingness to pay any fines (see also part 1: section 2.5).

## Chapter 6: Making Protos sustainable

In addition to the future perspective on player development, student culture, and attracting new players, Protos aims to make itself more sustainable. By becoming a greener association, we choose to contribute to a sustainable world. This may open doors to potential sponsors from the sustainability sector, contributing to maintaining a financially healthy Protos. Initiatives supporting this goal include the acquisition of hard plastic 'Protos cups,' offering vegetarian options in the catering on home game days, and transitioning from ING to a more sustainable bank.

To achieve this sustainability for Protos, goals have been set for the next three years (2022-2025). Three intentions have been formulated for this purpose, as described below.

### 1. Encouraging sustainable behaviour among Protos members.

- Offering vegetarian food as a standard option at home game days and Protos activities, engaging in discussions with Olympos about providing vegetarian food.
- Establishing a swap platform called "Magic Mooie Marktplaats," where members can offer items, tickets, etc., to each other.
- Setting guidelines for committees to consider sustainability when organizing significant activities, such as reusing materials, promoting sustainable transportation, and minimizing unnecessary plastic usage.

### 2. Making Protos equipment more sustainable.

- Using hard plastic cups and reusable tableware at both internal and external Protos activities, reducing paper usage on game days (possibly introducing recycled paper at Olympos), and encouraging committee sports shirts to be used more frequently.
- Setting up a shared Excel sheet accessible to all committees, providing an overview of available Protos materials and items purchased by other committees, to avoid duplicate purchases.

### 3. Establishing sustainable collaborations with external parties.

- Transitioning to a sustainable bank, giving preference to organic and sustainable catering, and seeking sponsorship from companies in the sustainability sector.

As with any change in an association, the process of making Protos more sustainable is likely to involve some challenges. Therefore, it is important to introduce this transition gradually within the association. The board will evaluate multiple times how the sustainability intentions are being implemented, what is effective, and what is not. The current board will adjust the intentions for the following year.

The policy committee, the 'ProviCie,' can play a crucial role in pursuing sustainability intentions. They can monitor progress and make suggestions for adjusting the intentions.