Spring Fitness Challenge Information Packet

Rules and Guidelines
February 9, 2015

Vocabulary
Wherever possible, University of Rochester definitions shall be used, with the following exceptions:
The terms “the Center” and “Center” shall refer to the URMC Fitness & Wellness Center.
The term “week” shall refer to a period of seven (7) days beginning on Monday and ending on Sunday.
The term “by” shall be used to mean “no later than”.
The term “member” shall refer to individuals who have: 1) previously registered with the Center, 2) have paid their Center membership fees in full for the current annum, or are currently enrolled in payroll deduction, and 3) have completed an Orientation tour.
The term “non-member” shall refer to any individual who is not a member of the Center.
The term “registration period” shall refer to the period of time in which individuals may submit their entrance fee.
The term “Challenge” shall refer to the Spring Fitness Challenge.

Dates
The 2015 Challenge starts on March 9th, and ends on May 3rd
Participants must have their ending weight recorded by May 4th
Registration closes February 27th – rosters must be submitted by this date

Participation
Each member must pay the nineteen (19) dollar registration fee by the Registration Deadline.
Each non-member must pay the thirty (30) dollar registration fee by Registration Deadline.
The registration fee is non-refundable.
Each participant must be on one (1) and only one (1) team.
Employees of the Center are ineligible for all prizes and drawings. Any team including one (1) or more employees of the Center is also excluded from prizes and drawings.
Non-members of the Center may participate in the Challenge, subject to eligibility requirements.
Non-members eligible for participation are: University of Rochester students, employees, contractors, retirees and alumni, as well as their spouses, same-sex domestic partners, or dependents of at least twenty (20) years of age at the start of the registration period. Household members may participate as well, with proof of address and a $40 participation fee.

No more than fifty (50) percent of a 2014 team of 10 people or less can be composed of persons who were awarded a team prize on the first place team from the preceding year. If a team is comprised of 11 people or more, no more than sixty (60) percent of a 2014 team can be composed of persons who were awarded a team prize on the first place team from the preceding year. (For example: On a team of five (5) people in 2015, no more than two (2) of them may have been on the first place teams in 2014.On a team of twelve (12) people in 2015, no more than seven (7) of them may have been on one of the first place teams in 2014).

Any team that did not come in first, but won a team cash prize in the preceding year must add new participants to their team. Teams that consist of 6 people or less from a preceding year’s winning team must add 2 new participants. Teams that consist of 7 people or more from a preceding year’s winning team must add 3 new participants.

Past participants who have won an individual or team prize in any two (2) of the past three (3) years are ineligible for all individual prizes and drawings. Any team consisting of more than 25% of such persons is also excluded from prizes and drawings.

Members may not waive their membership fees during the Challenge or for the purpose of the Challenge (a membership can not end within a month of the challenge).

Teams
Teams shall consist of no fewer than five (5) people and no more than twenty (20) people.
Every team will designate a Team Captain.
At least two (2) persons on each team must be a non-member on the start date of the Challenge.
Previous participants are encouraged to form new and different teams.

Orientation Requirement
Non-members must complete a mandatory 30 minute orientation before access to the Center will be granted. This orientation DOES satisfy the Orientation Requirement for membership prizes.
Persons who do not complete an orientation by the second week of the Challenge may lose their ability to record activity and/or win raffle prizes until they have completed an orientation. To date, persons who have taken orientation tend to earn more points than persons who have not.
Persons who have previously completed the orientation any time after January 1, 2000 shall be deemed to have satisfied the Orientation Requirement.

Team Captains
Team Captains are responsible for ensuring that their teammates submit their exercise logs.
Team Captains are responsible for organizing group activities and motivating teammates.
Team Captains are responsible for ensuring that their teammates are aware of these rules and any subsequent changes or updates.
We strongly suggest that the Team Captain be a current member of the Center.

Team Changes
There can be no deletion of participants once the program has begun. Additions to teams (no t-shirt included) can be made up until Monday March 9, 2015. After this date, only substitutions will be allowed, with proof of inability to participate. If a team can not find a substitute, the original team member will still be active.

Substitutions
If a participant is rendered incapable of exercise for a period of at least ten (10) calendar days, the Team Captain may replace that team member with a substitute participant.
Substitute participants may not have participated in any other teams in the Fitness Challenge.
Substitute participants are subject to full rules of participation, excepting date of submission of entry fee, date of recording of starting weight, and date of team assignment.
Substitute participants must: have their starting weight recorded; registration fee paid; satisfy the orientation requirement; and be assigned to a team before any points will be awarded.
If a substitute participant is rendered incapable of exercise for any length of time, Team Captains may NOT assign another substitute participant.
If a participant is substituted for, any points earned by the substituted participant will count towards the team totals.
Substituted participants will not earn points for weight loss and/or BMI loss.
Substitute participants will earn points for weight loss and/or BMI loss, subject to point tabulation rules.

Submission of Logs
Logs may be submitted for activities no more than seven (7) days in the past. Logs may be submitted no earlier than the first day of the Challenge and no later than seven (7) days after the last day of the Challenge.
Up to five (5) exercise activities may be recorded for a single day. No more than forty (40) activities may be recorded on a single day.
In the event that a log is submitted via a mechanism other than the Challenge web site, that log will be entered into the Challenge web site by Center staff. Activities will be entered in the order they are provided, up to the specified maximum.
Logs entered by Center staff are final and are non-negotiable.
Center is not responsible for lost, misdirected, or damaged logs.

Availability of Information
Weekly updates will be posted on the web site and in the Center facility.
Team Captains may review the progress of their team, including points earned by each teammate.
Privacy Statement
During the course of the Challenge, personal information may be collected. This information may include your name, telephone number, e-mail address, University affiliation, height, weight and self-reported activities. You have the right to review this information for accuracy.
The Center will not use the information collected during the Challenge for other purposes. Aggregate information may be used in the promotion of this and future Challenges. Your contact information may be used to notify you of important updates to the 2015 Challenge, as well as upcoming Challenges.
You may opt out of receiving announcements of future Challenges by: calling the Center at 585-275-2437 (x52437 from within the University); sending a written request to 601 Elmwood Ave Box 309, Rochester, NY 14642; or by visiting the Center's Pro Shop during business hours and making the request in person. Even if you opt out of receiving announcements, you will still receive notification of important updates to the Challenge.

Modification of Rules
These rules, as well as any changes made to them, will be posted in the Center during the registration period. Both participants and non-participants may request changes, clarifications, and/or elimination of any portion of these rules until the end of the registration period. Changes will be made at the sole discretion of the Center. Such changes will be posted in the Center.
Should the Center staff deem it necessary to update rules, activities, or distribute important information to participants, we will contact Team Captains via e-mail. The same information will also be posted on the Center web site. Updates are effective immediately. The Center is not responsible for lost, delayed, or damaged communications. Nor is the Center responsible for typographical errors.

Point Tabulation
Points will only be awarded for activities approved by the Center.
Activities earn points based on the MET-value-per-minute multiplied by the duration in minutes.
Two point six (2.6) points will be awarded for each one-tenth (0.1) Body Mass Index decrement as determined by ending BMI less starting BMI, subject to the following provisions:
1. There will be no penalty for increases in weight and/or BMI.
2. No points will be awarded for BMI- or weight loss if a participants ending BMI is less than 18.5.
Center staff conducts all official point tabulation.
All point tabulations are final and are non-negotiable.
The Center is not responsible for any errors in its point tabulations.
Any previously approved activity of adequate length of time engaged in during the Challenge will earn points.
The Center reserves the right to change the list of approved activities at any time. If an activity is delisted, points already rewarded for that activity will not be lost. However, due to technical limitations of the website, once an activity has been delisted, you will not be able to record it - even if you engaged in the activity when it was still approved.

How the Math Works

Example 1 - More intense activity earns more:
The Captain of Team Wannawin is trying to decide between 20 minutes of light weight lifting and 15 minutes of leisurely bicycling. Scoring is determined by the MET score of an activity and its duration:
Light Weight Lifting: 3 METs x 20 minutes ÷ 60 minutes/hour = 1 point
Leisurely Bicycling: 4 METs x 15 minutes ÷ 60 minutes/hour = 1 point
As you can see, the Captain (and thus Team Wannawin) will earn 1 point either way.

Example 2 - The effect of weight loss:
It's the end of the Challenge and the Captain of Team Wannawin has recorded 500 points. The Captain, who is 5–feet 10–inches tall, has also lost 10 pounds, weighing 180 pounds at weigh-out. The Captain's calculated BMI went from 27.3 to 26.8. Team Wannawin and the Captain thus earn: (27.3 BMI - 26.8 BMI) x (2.6 points / 0.1 BMI) = 13 points
This give's the Captain a final score of 513 points, which is then applied to Team Wannawin's total.
Important: Points are awarded for BMI loss, not weight loss. There is no penalty for any increase in weight or BMI. Nor are points awarded if your final BMI is less than 18.5, which is generally recognized as a safe minimum. For most people, the target BMI is 18.5 to 25.
There is no penalty for not weighing out.

Example 3 - Comparing teams of different sizes:
Team Wannawin earns a total of 3000 points and has 6 registered participants, for a team average of 500 points. Team Gottawin earns a total of 4000 points and has 10 registered participants, for a team average of 400 points.
Team Wannawin, with the higher team average, is thus declared the winner!

Eligibility
Current University of Rochester employees and students, as well as alumni and retirees are eligible for participation. Their spouses, same-sex domestic partners and dependents age 16 or higher are also eligible. Household members may participate as well, with proof of address and a $39 participation fee.
Previous winners may be disqualified (call for details if you think this applies to you). Fitness & Wellness Center membership is NOT required. In fact, a minimum of TWO NON-MEMBERS are required on every team. After completing a New Member Orientation and signing a waiver, non-members may use the Fitness & Wellness Center during the Challenge.
Non-members without UR ID are required to purchase one. We will provide the necessary paperwork. Registrants who have not previously completed a Fitness & Wellness Center orientation must attend one. Failure to satisfy these requirements within the first 30 days of the Challenge will result in disqualification.

Recording Exercise
All activities must be recorded at the Spring Fitness Challenge website, http://sfc.urmc.rochester.edu. Logins and passwords will be distributed by the website through an automated process.
You may not record activity that occurred prior to the start of the Challenge, Monday, March 9, 2015. Nor are you permitted to record activity that occurred more than 7 days in the past or any time in the future. For example, on March 24, you may only record fitness activities that occurred between March 17 and March 24.
You may record multiple activities and/or days at once, but no more than 5 activities may be recorded for any given day.
You will have a chance to review your entries before they are stored. At this time, entries may not be edited once stored.
If you will be unable to record activity in a timely manner due to travel plans, notify the Fitness & Wellness Center staff prior to your trip. During your trip, record your activity on paper. Turn in the paper to the Fitness & Wellness Center within two business days of your return. Team captains are discouraged from recording activity for their teammates.

On The Use of BMI
Body Mass Index, or BMI, is a convenient tool for identifying healthy weights regardless of height, age or gender. It is not a perfect measurement; BMI can be highly distorted for very thin and very muscular people, as well as minors. It also does not differentiate between where body fat lies, which can have significant health implications. In general, however, having a BMI between 18.5 and 25 greatly reduces your risk of weight-related health issues.

Approved Activities
Only approved activities may be recorded. The Fitness & Wellness Center reserves the right to change the list of approved activities at any time. If an activity is delisted, points already rewarded for that activity will not be lost. However, due to technical limitations of the website, once an activity has been delisted, you will not be able to record it - even if you engaged in the activity when it was still approved.
In selecting the list of approved activities, the Fitness & Wellness Center has focused on activities that require an extra effort. So called “everyday” activities, like walking from a parking space in Lot 1 to the office, mowing the lawn, gardening, childcare or vacuuming are not approved. Walking while shopping or sightseeing can also not be used as an activity. A walk has to be a deliberate and separate in order to count, not incidental to other activities. While as intense as some “exercise” activities, they require no extra effort, because you would do them anyway. The purpose of the Spring Fitness Challenge is to motivate you to make an extra effort to live a more active lifestyle. This also means that if you stop driving to work, and walk or ride a bicycle instead, such activity would count.
Exercise does not - and indeed, cannot - happen exclusively while we monitor it. We rely on you to be honest with yourself, your team, and the rest of the Challenge participants when recording activity.

Reviewing Progress
You may review your progress at any time by logging into the Spring Fitness Challenge website. Captains may review the overall progress of their teammates as well. Anyone may compare the teams without logging in.

Team Prizes
Team Scores shall be determined by the sum of the Personal Scores of the team participants divided by the number of team participants (“Team Average”).
In the event of a tie, the prize shall be divided evenly among the tied teams.
The First Place and Second Place teams will win cash prizes. Each team will receive a percentage of Challenge registration fee revenue, less Challenge expenses, with the prize amounts to be announced no later than March 28th

Rules for 2015
The SFC will be based on a tiered system, consisting of the following three levels:
1. Beginner
2. Intermediate
3. Advanced

At roster submission, the captain must choose the level that the team will be submitted under. Levels should be based on the majority of the team and their fitness level.
The Fitness & Wellness Center will monitor team points and progress and we reserve the right to move any team up to a higher level if it appears that the team is working harder than their submission pick. Teams will be moved down if there are not enough participants in a given category.
There must be at least four submissions per level in order for the level to exist.
Prizes will be awarded to the top two teams and individuals in each level.
Prize values will be based on program participation.

Team participation prize

In 2013 we added a group prize to the team that has the most participation in “team activities”. Points awarded to the participants in attendance will be tallied up and divided by the number of participants on the team.

Periodic Drawings
A drawing will be held each week to award one (1) or more additional prize(s).
Every participant automatically receives one (1) entry in each drawing.
Failure to satisfy the Orientation Requirement may disqualify a participant from winning the Periodic Drawings.
Each activity submitted in the preceding week constitutes one (1) additional entry in the drawing.
The winner of the drawing will be randomly selected by the Center from all of the entries.
Your chance of winning depends on the number of entries supplied.
The winner will be notified directly by the Center and announced in the Center facility.

Individual Prizes
Personal scores shall be determined on the basis of total points earned on each log submitted, in addition to any points earned for BMI decrease.
Weight loss shall be determined by the number of pounds lost (e.g. the winner will have the greatest weight loss).
Participants must weigh-in and weigh-out to be eligible for this prize.

Financial Reporting of Prizes
Winners of any and all prizes are personally responsible for reporting their winnings as additional income.

Team Colors
Every team chooses a single color for the entire team. Each person may choose their own size. Every team will have the same design and every person registered before March 3 will receive a shirt in their team’s color. Multiple teams may pick the same color. Shirts are 100% cotton and are measured in men’s sizes S through XXL. We will attempt to accommodate orders for smaller or larger shirts, but we cannot guarantee they will be in the team color. We will assign colors and sizes for teams and/or registrants that provide incomplete information.
Ask for a Color Guide in the Pro Shop to see samples of all the colors available.

https://www.alphabroder.com/cgi-bin/online/webshr/prod-detail.w?sr=G500&q=g500