**NCAA Bylaw: 16.11.1.5 Occasional Meals**
A student-athlete or the entire team in a sport may receive an occasional meal in the locale of the institution on infrequent and special occasions from an institutional staff member. An institutional staff member may provide reasonable local transportation to student-athletes to attend such meals. A student-athlete may receive an occasional family home meal from a representative of athletics interests on infrequent and special occasions under the following conditions:

- a) The meal must be provided in an individual’s home (as opposed to a restaurant) and may be catered; and
- b) A representative of the institution’s athletics interest may provide reasonable local transportation to student-athlete to attend the meal function only if the meal function is at the home of that representative.

**Forms Used for Documentation:**
None

**Individuals and Departments Involved:**
1. Coaches or Employees of VCU
2. Compliance Office
3. Representative of athletics interests

**Policy:**

**Coaches or Employees of VCU**

1. Staff may accompany a student-athlete or athletics team and provide a meal occasionally for a student-athlete or athletics team at any local restaurant within a 30-mile radius of campus.
2. The meal may be provided to a singular team member or any number of team members.
3. Staff may provide reasonable local transportation to student-athletes to attend such meals.

**Boosters/ Representative of VCU Athletics Interests (Not employed by VCU)**

1. A representative of athletics interests may only provide a meal (or cater it) at their home.
2. The meal may be provided to a singular team member or any number of team members.
3. A representative of athletics interests may provide reasonable local transportation to student-athletes to attend such meals **ONLY** if the meal is at their own home.

**Procedure:**

**Coaches**

1. If reimbursement is desired, a coach may complete a VCU Travel Authorization form for an occasionally provided meal for a team or individual student-athletes.

**Boosters/ Representative of VCU Athletics Interests (Not employed by VCU)**

1. A representative of athletics interests must comply with all NCAA regulations when providing an occasional meal for any VCU team or individual student-athletes. (See Bylaw above)