



HOSTING & BID GUIDELINES

for the
RCA NATIONAL ROWING CHAMPIONSHIPS REGATTA
and
CANADA CUP REGATTA

Introduction

The first part of this document (Part A) sets the framework for hosting the RCA National Rowing Championships (NRC) and Canada Cup Regatta (CC) and the second part (Part B) outlines how to bid to host the regattas. An integral part of this document is the RCA NRC-CC Technical Package (TP) found in Appendix 'A'. A regatta Organizing Committee (OC) planning to host the NRC-CC also needs to be familiar with the RCA Rules of Racing, in particular, parts 5, Regatta Organization; 7, Date and Program; 9, The Draw and Progression System to Finals, and 11, The Jury and Support to the Jury. In addition, OC's must be cognizant of regatta safety and other staging requirements set out in the RCA Events Sanction policy and process available from the provincial rowing associations.

A Hosting Agreement, not included in this document, will be drafted by RCA and be based on this document, the Technical Package and the contents of the successful bid.

While NRC and CC are two separate and distinct regattas, they are directly linked and bidding / organizing committees are to consider the two regattas as one event. Throughout this document the two events will be referred to as NRC-CC or 'regatta' in the singular where permitted for brevity and clarity.

PART A

HOSTING THE NATIONAL ROWING CHAMPIONSHIPS AND CANADA CUP REGATTAS

Hosting Eligibility

Any member rowing club/rowing organization/provincial rowing association in good standing may host the NRC-CC provided the proposed venue meets the technical criteria set out in the Technical Package.

321 - 4371 Interurban Rd. • Victoria BC • V9E 2C5 • Canada

Tel: 1-877-722-4769 / (250) 220-2577 ~ Fax: (250) 220-2503 ~ E-mail: rca@rowingcanada.org
Member of: F.I.S.A./Membre de F.I.S.A., Canadian Olympic Committee/Comité Olympique Canadien
Canadian Paralympic Committee/ Comité paralympique canadien

Date of the National Rowing Championships – Canada Cup Regatta

As stipulated in the Technical Package, the NRC-CC will be held annually the last full weekend of September, on the Thursday, Friday, Saturday and Sunday.

ORGANIZING COMMITTEE RESPONSIBILITIES

Successful staging of the regatta requires close co-operation between the host Organizing Committee and RCA. The host rowing club/rowing organization/provincial rowing association, shall appoint an Organizing Committee that is based in the municipality of the venue. The OC shall appoint a Regatta Chair. RCA shall appoint its Domestic Development Officer – Sport Technical, to liaise with the Regatta Chair and the Organizing Committee. If any problems arise, the OC must notify the staff person without delay.

The OC shall also be responsible to stage an athlete awards banquet. See “Other Considerations” below, for more detail.

Hosting Agreement and Event Sanction

The OC will be required to sign a Hosting Agreement that will formalize the commitments of RCA and the OC. The responsibilities of each party, as outlined in these guidelines, will form the basis of the agreement. The agreement is to be signed before the event is officially awarded and announced.

In addition to the Hosting Agreement, the OC will be required to apply for event sanction to the respective provincial rowing association and RCA.

Organizing Committee Meetings

The OC shall be responsible for the planning and management of all activities leading up to and including the regatta. The Regatta Chair shall hold formal meetings to plan and manage the regatta. Minutes of these meetings shall be sent to the RCA staff person. Wherever possible, the RCA staff person should attend all OC meetings either in person or by conference call. The RCA appointed Chief Umpire shall be invited to participate in the OC’s meetings at least three months prior to the regatta.

Official Languages

As a condition of support from Sport Canada the NRC-CC must be delivered in both official languages. This will require that there be bilingual announcers and bilingual on-site support i.e., at least one person at all times who can assist as required.

Correspondence

The OC shall initiate all correspondence relating to the regatta. The OC may call upon the RCA office for administrative support such as general communication, and to translate regatta material into French upon request. There shall be no fee charged by RCA for this service. Correspondence shall include Regatta Bulletins

leading up to the event. The first regatta Bulletin No. 1 is to be available by March 1st of 2016.

In addition to the above, the OC will use the services of RegattaCentral to handle receipt and payment of entries to the regatta. The OC shall utilize the RegattaCentral website to post information about the regatta.

Facilities and Equipment and Regatta Volunteers

In addition to the infrastructure requirements outlined in section 12 of the Technical Package, the OC shall be responsible for providing the following facilities and equipment:

- enclosed meeting location for coaches and officials meetings, etc.
- enclosed regatta office room(s)
- adequate washrooms and supplies for athletes, volunteers, and officials
- shelters and change rooms
- a weigh-in center suitable for the time of year, with weigh scales and test weights
- adequate storage space for boats and oars
- access to a telephone and high speed Internet for the OC, RCA and media
- appropriate shelter for medical staff
- a public address system
- computer(s) and printer(s) for the draw, progression system, results posting
- a High Definition digital camcorder and computer to record photo finishes, time trial times and interval times*
- a back up manual timing system
- office quality photocopier
- washrooms and spectator areas accessible to persons with a disability and for Para athletes
- adequate facilities for a doping control station
- medal presentation area
- other items and facilities as outlined in the sanctioning document.

* A FinishLynx photo finish camera timing system is available from RCA.

The above items represent the minimum facilities and equipment that should be provided. The OC should ensure that adequate “back-up” equipment is available on site, and may supplement the list as necessary.

A number of regatta volunteers are required to successfully organize, stage and run a national level regatta. The following is a brief list of personnel needed and is not exhaustive:

- persons needed to assist the Jury members on the Control Commission
- doping control chaperones
- Regatta Safety Advisor
- safety boat drivers and safety boat personnel

- Regatta Medical Advisor
- first aid/massage therapist / physiotherapist
- umpire boat drivers
- start pontoon boat holders
- course marshals
- interval timers and finish line assistants
- PA announcer(s)
- Start line assistants
- computer personnel to receive the entries, create the draw, work the progression system, race sheet publication and results posting
- food service providers
- course maintenance/power boat maintenance personnel

Entries, Fees and Regatta Draw

As noted above, the OC is expected to use RegattaCentral to receive and record entries to develop the regatta draw. The closing date for entries shall be 14 days prior to the first day of the competition. Entry fees are to be collected by the OC and recorded as regatta revenue as noted in the Finances section in this document. Regatta fees will be a budget line item of the OC's regatta operating budget and as such, will be agreed upon by the OC and RCA in the context of the Hosting Agreement. All regatta fees are to be circulated in Bulletin No. 1 by March 1st.

As soon as possible after the close of entries, and well before the preliminary draw is posted, the OC will forward to RCA the names of the entrants for RCA to verify that the entrants are in good standing with RCA.

RCA strongly recommends that the OC use Regatta Master software to manage the draw and progressions and race reports. Regatta Master is fully compatible with RegattaCentral and with FinishLynx photo finish timing systems.

Late Entries

Late entries may be received by the OC, with a fee to be listed in the regatta budget. Late entries may be accepted if the acceptance does not result in an additional race(s). A late entry deadline is to be set by the OC and included in the Regatta Bulletin.

Administration of late entries and collection of the appropriate fees shall be the responsibility of the OC. The OC shall provide RCA with a summary of the late entries and the fees collected.

Incomplete Entries

Incomplete entries (for example, entries which do not provide the required competitor's age for a Junior or Under 23 or Canada Games event) are not to be accepted.

Scratches and Scratch Fee

Provinces may scratch an entry before the draw date without penalty. A scratch made after the draw date shall be subject to a scratch fee to be collected by the OC.

Regatta Draw

A preliminary draw is to be posted by the OC not less than five days before the start of the regatta.

Team and Jury Accommodations

The OC shall arrange group rate discounts with the local hotels and block sufficient number of rooms for the provincial teams and rooms for the Jury and RCA officers and staff. Information on the hotel rates and cut off dates is to be included in the Regatta Bulletin.

Course Open for Training

The OC shall be able to allow team boat trailers to arrive as early as the Tuesday before the regatta begins and shall have the rowing course open for practice on the Tuesday, before Thursday's racing begins. During the practice hours, on-water rescue boats are to be in operation and first aid available on land as per the RCA Sanction requirements.

Medals

The OC shall supply the required number of Gold, Silver and Bronze medals for the NRC events and gold medals only for the Canada Cup events. The design and quality of the medals are subject to RCA approval.

Follow Up Report

Within 30 days of the end of the regatta, the OC shall provide RCA with a follow-up report. The report shall include:

- a summary of the events and the results
- a summary of the participants broken down by number of entries per event and by provincial rowing association
- the final OC structure and responsibilities and the number of volunteers who worked at the regatta
- observations of "what worked" and "what didn't"
- recommendations for future regattas
- a draft financial statement of revenues and expenses

ROWING CANADA AVIRON RESPONSIBILITIES

The Regatta is to be staged with close co-operation between the OC and RCA. RCA will act as a resource available to the Organizing Committee and shall provide assistance as required and requested by the Organizing Committee. RCA will also

provide the following services as well as any specific services identified in the Hosting Agreement.

Correspondence & Translation

RCA will provide a service at no cost to the OC to translate regatta material into French, upon request. RCA requires a two-week lead-time for any translation requirements. RCA reserves the right to edit material to be translated. RCA will promote the event through its channels (direct e-mail, Website, social media etc) with timely information provided by the OC. RCA will provide the OC with the RCA logo and brand guidelines and Sport Canada/Government of Canada wordmark specifications.

Competitor Registration

RCA will confirm with the OC if the competitors, whose names have been forwarded to RCA, as outlined above, are in good standing with RCA.

Event Sanction

RCA shall provide the required event sanction if the application for sanction has been approved by the respective provincial rowing association and the application meets the minimum standards as determined by the RCA Safety and Events Committee.

Jury of Umpires

A Jury of umpires from across the country, appointed by the RCA Umpires Committee (UC), in consultation with the Regatta Chair, will be responsible for overseeing the operation of the regatta. The Chief Umpire of the Jury, appointed by the UC, in consultation with the Regatta Chair, will co-ordinate all umpires necessary to run the regatta in a safe and fair manner according to the RCA Rules of Racing and the RCA Event Sanction policy.

A breakdown of the roles the jury members fill in the operation of a regatta is provided here to assist the OC in providing volunteer support to the Jury:

- Chief Umpire
- Assistant Chief Umpire
- Starter
- Judge at the Start
- Time Trial pre-start Umpire
- On-water Umpires (generally a minimum of 6)
- Chief Judge at the Finish
- Finish judges
- Control Commission Umpires

As a national regatta, the accommodation and meals (except lunches) for the RCA supported Jury members will be covered by RCA. The cost of lunches for the Jury, during the regatta, shall be covered by the OC.

The RCA staff person appointed to the OC will co-ordinate the travel logistics for the RCA appointed umpires to the OC's nearest airport and to the hotel arranged by the OC. RCA will pay for the air fare and airport to hotel transportation costs. (It is expected that the OC will provide information to RCA on the best means of ground transport to the hotel.) The OC is responsible for daily ground transportation to and from the hotel to the regatta site.

The number of RCA appointed umpires generally does not constitute a jury at full complement. It is expected that the OC will work with its provincial rowing association to arrange the balance of the jury, including any transportation, accommodation and meal costs.

OTHER CONSIDERATIONS

Athlete Awards Banquet

An athlete awards banquet will be held on the Saturday evening of the regatta. The OC shall advise RCA on a suitable venue to stage the banquet and endeavor to assist with volunteers to help run the banquet. The OC shall work with the RCA appointed staff person for the banquet. The regatta entry fees will reflect the cost of holding the banquet.

RCA shall supply the awards (at RCA's cost) for the banquet and provide staff and promotional support for the banquet.

Promotion of the Regatta

The OC shall undertake to ensure the promotion of the regatta by supplying RCA with content/information to publish to the RCA website and any other partner or avenue to promote the event. Information recommended to be included on the regatta website includes (but is not exhaustive), events available, and event schedule, accommodation, local, regional and international travel information (including public transport), facilities available on-site and information for spectators.

Merchandising

The OC shall be responsible for any merchandising initiatives, although the Organizing Committee shall notify RCA, in general terms, of the initiatives e.g., the sale of shirts, other products, etc. whether it be by the OC or by a third party under an agreement with the OC. The design and quality of the merchandise shall be in keeping with the RCA brand and shall be subject to the approval of RCA.

Vending Space, Sponsorship and Advertising

RCA may set up a kiosk on site (in the vending area in space provided at no cost by the OC) for the sale of its properties and may request complimentary vendor space for RCA sponsors. Additionally, in the final year of the multi-year hosting agreement, the OC shall provide one vendor space, at no cost, to the Organizing

Committee of the RCA NRC-CC that will stage the regattas in the years following the current the hosting period.

As part of the Hosting Agreement, RCA shall inform the OC of the specific obligations that must be met for RCA's sponsors at the regatta. RCA is permitted to introduce new sponsor requirements up to the week prior to the regatta in consultation with the OC with regards to feasibility. The OC is permitted to seek sponsorship from local business and organizations. In the case of national or international branded businesses, the sponsorship must come directly from the local office. No sponsorship, however, may be acquired in any category that RCA has an exclusive sponsor.

No sponsorship will be permitted from tobacco companies. Alcohol sponsorship may be subject to guidelines that should be discussed with RCA in advance. All relevant Sport Canada policies shall apply. Copies of these policies shall be available from RCA upon request.

Engagement With Local and Provincial Governments

RCA would expect and assist the OC in making application for any local or provincial grants available to support and promote the event and the sport.

Television and Live Streaming

The rights to television, live streaming and recording of some of the Regatta belong to RCA, although they may be granted to the OC upon request. If these rights are assigned to the OC, RCA must be apprised of all negotiations and must be a signing party of any agreement pursuant to such negotiations. All income and expenses arising from the sale of these rights shall be identified in the financial accounting for the regatta. Should RCA wish to pursue a telecast of a particular regatta, this must be agreed to by the OC, including all related costs and revenues.

Photography

RCA owns all imagery relating to the Regatta. The OC may appoint an "Official Photographer" who would be responsible for capturing diverse imagery of the regatta and providing that to RCA.

FINANCES

Budget

The OC shall draft a regatta budget and a separate banquet budget for RCA approval. The approved budgets will become an Appendix to the Hosting Agreement.

Financial Accounting

Detailed financial accounting must be kept by the OC in a format that has been approved by RCA. Regatta and banquet revenue, expenses, surpluses and deficits

shall be recorded. A final accounting for the regatta and banquet must be provided within 90 days of the event.

Regatta Revenue

The following items shall be considered as revenue to the Regatta. This list is intended to present examples and is not exhaustive. Final details will be negotiated between RCA and the OC, and will be identified in the Hosting Agreement.

- entry fees
- sponsorship revenues
- advertising revenues
- grants
- donations

Regatta Expenses

The following items shall be considered as expenses to the Regatta. This list is intended to present examples and is not exhaustive. Final details will be negotiated between RCA and the OC, and will be identified in the Hosting Agreement.

- fuel for the umpire and regatta safety and utility boats
- reasonable expenses incurred by volunteers
- lunches for regatta volunteers and Jury members
- equipment rental for essential equipment which may not be otherwise available
- the services of RegattaCentral and Regatta Master
- security services
- sanitation services
- medical services
- mailing costs
- medals
- ground transportation for RCA appointed jury members to/from hotel to the venue

Other items may be added to the list if approved by both parties. For example, a sponsor may wish to contribute a specific facility, such as a part of the course. Such items will be dealt with on a specific case basis by RCA and the OC.

Not eligible as a regatta expense are any fees assessed by the OC's provincial rowing association.

Banquet Revenue and Expenses

An agreed upon list of banquet expenses and revenue will be incorporated in the Hosting Agreement.

Surplus / Deficit

Any surplus, as previously defined, will be shared by RCA and the OC as follows:

- 50% to the Organizing Committee

- 50% to Rowing Canada Aviron

GST / HST

If the Regatta Host is a GST/HST registrant, neither GST/HST collected nor GST/HST paid will be reported on the Financial Report for the Regatta. If the Regatta Host is not a registrant, GST/HST paid will be included in the expenses shown on the Financial Report for the regatta.

PART B

BIDDING TO HOST THE NATIONAL ROWING CHAMPIONSHIPS – CANADA CUP REGATTA

Member clubs / rowing organizations / provincial rowing associations that bid to host the National Rowing Championships – Canada Cup Regatta do so with the understanding that the bid is to host the regatta for three consecutive years (or longer). Bids received to host for one or two years will not be considered.

Bid Submission Deadline and Format

Bids to host the NRC-CC for the years 2016, 2017, and 2018 (and any additional years) are to be submitted to the RCA office by midnight, PDT, September 30, 2015. Bids are to be submitted in electronic format (PDF files) and sent to the attention of Sid Murdoch, Secretary, <rca@rowingcanada.org>

Bid Documentation

Bidding organizations wishing to host the NRC-CC must realize that the RCA Safety and Events Committee recommendation will be based upon the bid document as received. As a minimum, the bid documents should contain the following information:

- A detailed description of the candidate’s abilities to host the event, including any other rowing events the candidate has hosted at that venue;
- A proposed Organizing Committee structure and the names of the individuals who will fill key positions;
- A detailed, technical description of the regatta course and its installations, including buoy system, number of lanes, direction of the course in relation to the prevailing winds (include details on susceptibility to adverse wind conditions), starting installations, timing and reporting equipment, docking facilities, and medal presentation facilities;
- Likely weather conditions
- A plan of the regatta course showing the location of all buildings and

structures, both permanent and temporary, and defining their use during the regatta;

- A description of the boathouse or boat storage area, including boat and oar capacity, security, and availability of shelter;
- An outline of the facilities available to competitors, including change rooms, showers, toilets, sheltered rest areas, and food services;
- A description of the facilities available for the management of the event, including coaches and officials meeting area, regatta office, communications center, media facilities, doping control facilities, and spectator facilities;
- A general description of the accommodations available (and their room rates) and their proximity to the course, transit arrangements, and parking availability;
- Possible arrangements for provincial rowing teams that must borrow equipment;
- A detailed Operations Budget;
- A detailed Athlete Awards Banquet Budget;
- Details of the venue for the Athlete Awards Banquet;
- Any other details which might assist your application;
- A cover letter signed by the president or chair of the bidding organization;
- If the bid is from a club, or a rowing organization, a letter of support and confirmation from the provincial rowing association that it agrees to waive any and all provincial fees/assessments related to the hosting of this national regatta unless otherwise agreed to by RCA and the OC.

Selection Process

All submitted bids will be forwarded to the RCA Safety and Events Committee (SEC) for review and recommendation. The Committee will meet in early October 2015 to establish a prioritized list of the submissions and recommend a host. The Committee may request input from other committees or individuals from within RCA during the review process. If necessary, the SEC may request further information from any submitting candidate. Any additional information shall be available to all members of the SEC in electronic format, if required. The SEC will vote to establish a recommendation and if necessary, add conditions to the recommendation. The committee's recommendation will be made to the Chief Executive Officer, who will in turn, make a recommendation to the RCA Board of Directors. The Board will consider the recommendation(s) at its fall 2015 meeting. If the Directors approve the recommendation of the CEO, the successful bidding organization will be notified by telephone and in writing.

As noted above, a Hosting Agreement is to be signed before the event is officially awarded and announced.

A representative of the Organizing Committee of the 2016-18 NRC-CC shall be present at the 2016 RCA annual conference in Ottawa, Ontario, where the formal announcement will be made awarding the regatta to the host of the National Rowing Championships and Canada Cup Regatta.

Questions on the hosting requirements and/or the bid process/requirements may be directed to Dave Derry, RCA Domestic Development Officer- Sport Technical, < dderry@rowingcanada.org > 905-682-1747 office.

Appendix A

Rowing Canada Aviron 2016 – 2018 National Rowing Championships Regatta and Canada Cup Regatta

TECHNICAL PACKAGE

This Technical Package outlines the competitor eligibility requirements, type of events, progression format and infrastructure requirements necessary for the RCA National Rowing Championships (NRC) and Canada Cup (CC) regattas. It is intended for use by the provincial rowing associations planning to send teams to the event and for the Organizing Committee hosting the regattas. For the Organizing Committee, this document is an integral part of the RCA Bid / Hosting Guidelines Package.

The RCA Rules of Racing shall apply for the organization and operation of the NRC/CC unless stated otherwise. Team managers, coaches and the Organizing Committee are to be familiar with the RCA Rules of Racing.

1. Vision

1.1 NRC Vision

“The National Rowing Championships is a regatta to be held in the fall of each year to mark the end of the sprint racing rowing season. It shall be open to competition for all rowers in the country and be scheduled to facilitate this. From its entries the fastest rowers on that day shall be determined and crowned national champions and the rest shall be ranked accordingly.” The regatta shall also afford the opportunity for athletes to recognize the accomplishments of their peers.

“The NRC shall facilitate national team athletes to “re-connect” with their home club.

1.2 Canada Cup Vision

The Canada Cup regatta shall promote intra-regional competition on a yearly basis. Intra-Regional competition allows regions that may not be able to fill a large boat and to remain competitive in the regatta. Provinces that may not be able to field entries for the NRC may participate as Canada Games entries in the Canada Cup.

2. The NRC and CC regattas Objectives

- 2.1 The event must meet the needs of the athletes. It must be meaningful and have importance. Therefore, it is vital that the top athletes are in attendance and they are provided with a competitive environment.
 - 2.2 The NRC event must provide a national ranking of athletes and provincial associations. This is important to the National Team and the provinces.
 - 2.3 The event must be a high performance test to help athletes prepare for international competition. A modified FISA progression format would help in this purpose. Events specific to test the rowers' aerobic capacity and ability to generate boat speed will be part of the programme.
 - 2.4 The events must provide an opportunity for developing athletes to be exposed to a competitive environment against national training centre athletes, allowing for the chance to be identified and targeted for further development.
 - 2.5 The events must also reconnect national team athletes with their respective home clubs and provinces. This shall be done by having "big boat" events i.e., quads and eights in the Canada Cup regatta.
 - 2.6 The Canada Games events of the Canada Cup regatta shall be a way to help provincial rowing associations prepare crews and coaches for the Jeux Canada Games.
 - 2.7 An athlete awards banquet shall be held in conjunction with the regattas.
 - 2.8 The events must work within the approved budget parameters.
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3. Regatta Fixture Date and General Schedule

- 3.1 The NRC is to be scheduled to permit athletes to train safely in their home province prior to the event.
- 3.2 The NRC/CC regatta shall be a four-day event and be held on the last full weekend of September each year.
- 3.3 The general schedule shall be:

NRC	Thursday p.m.:	Heats / Time Trials (as needed) for singles and pairs
NRC	Friday a.m.:	Reps and semi-finals for all events
NRC	Saturday:	Finals and Para finals
	Saturday evening:	Awards banquet
CC	Sunday:	Prov / Regional teams 2x, 4-, 4x and 8+ races

4. Regatta Venue

- 4.1 The NRC/CC shall be held at the same venue for at least three consecutive years.
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5. Right of Entry

- 5.1 The NRC and CC shall be open only to entries received from RCA member provincial rowing associations. For clarity, athletes training at RCA's national training centres shall compete under the provincial association they are affiliated with. The RCA High Performance Director will provide a roster of national training centre athletes to the provincial rowing associations prior to the entry deadline.
- 5.2 As per the CARA Constitution and RCA Registration Policy, an athlete entering the NRC –CC is required to be registered with RCA through a member rowing club prior to the provincial association making an entry for the athlete. The affiliated member club name provided by the athlete to the province shall be used to determine a provincial rowing association affiliation for the purposes of ranking athletes and provincial rowing associations as referenced in 2.2 above. If the affiliated member club name provided by the athlete does not correspond with the RCA database at the time entries are cross-checked, the athlete's club / province in the database will be used in making the regatta draw (and any subsequent race results). If no club / province affiliation is found in the database, the entry will not be drawn.
- 5.3 The provincial rowing associations shall pay their respective entry fees. The province will supply the provincial colours to each athlete rowing for it.
- 5.4 Athletes shall row in their respective provincial colours, including when competing in composite boats.
- 5.5 Composite crews, in the small boat events, may be made up of any combination of athletes representing any combination of provinces. In the big boat events, composite crews will be permitted from only the following provinces: Alberta, Saskatchewan, and Manitoba; Quebec, New Brunswick, Nova Scotia, Prince Edward Island and Newfoundland and Labrador.
- 5.6 There shall be no limit on the number of athletes per province nor the number of entries a province could make in any one event.
- 5.7 Athletes must meet their province's minimum performance criteria to be entered into the regattas.

- 5.8 There shall be no minimum or maximum age to compete in the NRC. The Canada Games events in the CC shall have a maximum age limit of the Canada Games competition age minus the number of years out from the Canada Games year.
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6. Events

- 6.1 Races shall be held for the following able bodied boat classes: single sculls (1x), pair (2-), double sculls (2x), fours (4-), quadruple sculls (4x) and eights (8+).

For Para competition, the Legs, Trunk and Arms Men's Double / Pair (LTAM2x/-); the Legs, Trunk and Arms Women's Double / Pair (LTAW2x/-); Trunk and Arms Men's Single (TAM1x); Trunk and Arms Women's Single (TAW1x); Arms and Shoulders Men's Single (ASM1x), and Arms and Shoulders Women's Single (ASW1x) will be the Para types of events for the next few years.

Note: the LTAM2x/- and the LTAW2x/- may include one athlete with a classifiable visual impairment or physical disability, and one able body athlete. Racing shells used in the TA events must be an adaptive or para rowing single and have a fixed seat. Pontoons will not be required in the TA or LTA events; it will be up to the athlete to decide if he or she wants to race with pontoons.

- 6.2 The RCA age categories of Senior, Under 23, and Junior shall be utilized in the able bodied boat classes.

- 6.3 The 24 events at the National Rowing Championships shall be:
(2000 m)

Women Single Sculls	W1x
Lightweight Women Single Sculls	LW1x
Under 23 Women Single Sculls	BW1x
Under 23 Lightweight Women Single Sculls	BLW1x
Junior Women Single Sculls	JW1x
Women Pair	W2-
Under 23 Women Pair	BW2-
Junior Women Pair	JW2-
Men Single Sculls	M1x
Lightweight Men Single Sculls	LM1x
Under 23 Men Single Sculls	BM1x
Under 23 Lightweight Men Single Sculls	BLM1x
Junior Men Single Sculls	JM1x

Men Pair	M2-
Lightweight Men Pair	LM2-
Under 23 Men Pair	BM2-
Under 23 Lightweight Men Pair	BLM2-
Junior Men Pair	JM2-
(1000 m)	
Arms and Shoulders Women Single Sculls	ASW1x
Arms and Shoulders Men Single Sculls	ASM1x
Trunk and Arms Women's Single Sculls	TAW1x
Trunk and Arms Men's Single Sculls	TAM1x
Legs, Trunk and Arms Women's Double/Pair	LTAW2x/-
Legs, Trunk and Arms Men's Double/Pair	LTAM2x/-
6.4 The 10 Canada Cup events shall be:	
(All 2000 m followed by 500 m)	
Under 21 Women Quad	U21W4x (Canada Games)
Under 21 Men Quad	U21M4x (Canada Games)
Women Quad	W4x
Lightweight Men Four	LM4-
Men Quad	M4x
Lightweight Women Quad	LW4x
Lightweight Men Double	LM2x
Lightweight Women Double	LW2x
Women Eight	W8+
Men Eight	M8+

7. Athlete Weight and Weigh-in

- 7.1 For Canada Cup events coxswains shall weigh and be weighed in under FISA Rule 27 "Coxswains" and Rule 28 "Weighing of Coxswains".
- 7.2 For NRC and CC events lightweight scullers and rowers shall weigh and be weighed in under FISA Rule 31 "Lightweights".

8. Racing Distance

- 8.1 The races in the NRC and CC will be held on a standard 2000 m six lane, fully buoyed course (1000m for para-rowing races).

9. Progression System, Seeding Panel and Fairness Committee

- 9.1 The FISA progression system, in particular, for World Cup events, as allowed under RCA Rule of Racing 9.3.1, shall be used at the NRC regatta.
- 9.2 On the Thursday of the NRC, however, time trials, instead of heats, shall be held for all grouped entries. On Friday, repêchages, quarterfinals and semi-finals shall be held as needed. On Saturday, the finals shall be held.
- 9.3 Seeding Panel, made up of representatives of the RCA High Performance staff and provincial coaches, shall seed the entries in the time trials. The Seeding Panel shall develop the criteria to seed and publish same in Bulletin No. 2.
- 9.4 The 18 able bodied NRC 2000 m small boat events will be grouped as follows and they will be raced in time trials, repêchages, quarter finals, semi-finals and finals within the groups as shown here:

Group 1	JW1x, BW1x, W1x
Group 2	JW2-, BW2-, W2-
Group 3	BLW1x, LW1x
Group 4	JM1x, BM1x, M1x
Group 5	JM2-, BM2-, M2-
Group 6	BLM1x, LM1x
Group 7	BLM2-, LM2-

Entries within a group will be seeded (as above) for the time trials and remain in the group throughout the repêchages, quarter finals, semi-finals and finals and will be awarded medals based on the performance within the event and group. For example, if in Final A of Group 1 the 1st and 2nd place boats were W1x entries and the third place boat was a JW1x entry, that athlete in the third place boat would be declared the bronze medallist of the W1x and the gold medallist in the JW1x.

10. Medals and Points System

- 10.1 Medals will awarded to the first place, second place and third place crews in each event for the NRC.
- 10.2 Medals will be awarded only to the first place crews in the Canada Cup events.
- 10.3 A points system shall be used to determine the overall best province and efficient province in the NRC. Results in the CC are not to be used in the NRC points calculation. The points system can be found in Appendix (to be added).
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11. Equipment

- 11.1 Each province, with the assistance of the national training centres, are responsible for the provision of all boats, oars and sculls as required for each race.
 - 11.2 Notwithstanding the foregoing, the Organizing Committee shall endeavour to provide a pool of boats for provinces that are not able to trailer their shells to the regatta.
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12. Infrastructure Requirements

The following are the minimum infrastructure requirements to be met by any club or association bidding to host the National Rowing Championships / Canada Cup regattas:

- 12.1 The standard minimum course length for hosting the NRC shall be a 2000 m racing distance.
- 12.2 The minimum number of lanes shall be seven i.e., six plus an “up” lane.
- 12.3 The minimum lane width should be 13.5m. A course with lanes 12.5m wide could be considered.
- 12.4 A true Albano buoy system with buoy spacing every 10m is preferred to hold a NRC. The minimum acceptable lane markings is seven lines for six racing lanes with buoys spaced 12.5m apart.
- 12.5 No stream on the race course is preferable. Any stream existing should be so slight as to not give rise to unequal conditions on the different lanes.
- 12.6 A starter’s tower located above and behind the start line is required. A light system and audio system, is also required.
- 12.7 Start pontoons with adjustable fingers to allow the bows of boats of different classes to be aligned on the zero line so that each class races over 2000m exactly, is preferred. An absolute minimum requirement is that in each race the boat bows can be aligned evenly. The start pontoons, therefore, would need to be designed to accommodate this requirement. A proper sighting device would need to be provided for the judge at the start/aligner.
- 12.8 Start pontoons for 1000m para-rowing races are preferred.

- 12.9 Interval timing for each 500m is required for reps, quarter finals, semi-finals and finals.
- 12.10 Outdoor boat racks, for visiting teams are required.
- 12.11 The event host will commit to providing reasonable hosting standards, including those for athletes with and without a disability. In particular, weigh-in facilities suitable for the time of year (warm, dry and free of wind) must be provided, as well as segregated washrooms and an interviewing room for anti-doping testing.
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TP Reviewed by the RCA Board of Directors, June 25, 2015