

Terms of Reference – SNCC Hope Floats BCP & Canal Dragons PD2 Crew CCWC– Italy 2024

V5 – November 27, 2023, for IDBF CCWC's

A. Crew Selection:

1. All:
 - a. racers on the original roster for the Canadian Dragon Boat Championships are guaranteed a seat on the CCWC 2024 roster; however, a minimum commitment level, skin in the game and signing the Acknowledgement document is required.
 - b. SNCC racers that qualify as Para, that were not on the original roster for the Canadian Dragon Boat Championships but have responded to call outs to Canal Dragons that would like to race on the PD2 crew at the CCWC's have first right of refusal to try out for available seats not occupied by racers in a).
 - c. other current and future SNCC members are invited to try out for available seats not occupied by racers in a) & b).
2. A list of racers on the CCWC PD2 roster as of the date of this document can be found in section E Roster List 1. See updated list.
3. A list of racers on the CCWC PD2 try out list as of the date of this document can be found in section E Roster List 2. See updated list.
4. A list of racers on the BCP roster as of the date of this document can be found in section E Roster List 3.
5. A list of racers on the BCP try out list as of the date of this document can be found in section E Roster List 4.

The coach maintains an option to invite members from other clubs to try out for the remaining seats.

6. Terms of Reference Acknowledgement **MUST** be signed and emailed, or hand delivered to the Manager by December 9, 2023. (canaldragons@sncc.ca)

Failure to do so will result in your name being removed from the lists in Section E. Rosters and your seat will no longer be guaranteed.

On December 9th Section E. Rosters will be updated and distributed.

- a) For racers on all lists in Section E Rosters, a *non-refundable but **transferable “Skin in the Game” of \$200 is due by December 9, 2023, **with a one week ***cooling off period where the deposit is fully refundable.**
- b) An extension for payment will be:
“Skin in the Game” of \$50.00 by December 9, 2023. A second non-refundable but transferable “Skin in the Game” of \$50.00 by January 4, 2023, with the non-refundable but transferable \$100.00 balance no later than February 4, 2023.
- c) Further extensions and payment plans will be given consideration on a case-by-case basis but must be requested prior to the due date.

Definitions:

*Non-refundable: monies only refundable at discretion of the CCWS’s 2024 Italy Executive (Manager, Fundraising Coordinator, Treasurer(s) and Secretary). In the event a racer(s) is cut from the crew due to crew size limitations they will receive a full refund.

**Transferable: If crew member withdraws from the team and their seat/position is replaced with another member.

*** Cooling off period: Any time between December 9th and December 16th you may request your name be removed from the roster with a full refund.

NOTE: Rosters for each team will need to be confirmed with DBC and IDBF 6 months prior to racing.

- 7. IDBF rule: Each crew registration must be a minimum of 18 and a maximum of 26. i.e.: each boat must have a drummer and steers plus a minimum of 16 paddlers and may have up to 4 spares.
- 8. A racer may choose to be spare #3 or #4 and agrees to only race if needed. If no racer chooses to be spare #3 or #4, there will be a maximum of 2 spares. 24 racers (including 2 spares, drummer, and steers) on the final roster are guaranteed to race. All racers must therefore be prepared to sit out a minimum of one race.

All racing plans are the coach’s decision and must be respected. Understand that setting up the final rosters for each race can be complicated and cannot be set in stone until the 11th hour. Even then, sometimes changes must be made on the fly.

B. Fundraising

1. A shared bank account will be dedicated to the 2024 CCWC event for both the BCP and PD2 crews. This bank account will be opened by 2024 CCWC designated Treasurer(s), with 2024 CCWC Executive having signing authority.
2. The PD2 crew and BCP crew are free to fundraise and acquire sponsorship for both or either crew; however, those funds must be accounted for separately. The BCP crew will use the Wonder Woman's Warriors account for fundraising earmarked for BCP only. The PD2 crew may use the bank account in B.2. or may keep the funds in the bank account in B.1 and the records will be kept separately.
3. As each fundraiser is planned, the purpose of the fundraiser must be made clear. Must be reported to the SNCC Fundraising Committee (event, date, time, details) as per the SNCC policy. See attached SNCC Fundraising, Sponsorship and Donations Policy.
4. Opting out of fundraising for the CCWC 2024 is an option and means that the member is self-sufficient for all aspects of the event including but not limited to, registration, accommodations, travel, and racing shirt fees.
5. In order of priority, funds raised for SNCC Hope Floats BCP & Canal Dragons PD2 crew for the CCWC's will cover CCWC 2024 racing expenses for both crews, including drummers, steers, paddlers, spares, coaches, and managers for:
 - a) registration for every racer
 - b) racing uniforms
 - c) training clinics
 - d) evenly distributed for:
 - i. accommodations in part or in full
 - ii. travel to and from accommodations to the race site
 - iii. flights,

if there are funds remaining, a committee will be struck to determine how to ethically use the funds ensuring the spirit of fundraising for this group is followed.
6. If needed, after depleting the CCWC account funds to cover the racing expenses listed in B.5., funds will be dispersed from funds raised for only the PD2 crew to the PD2 crew only, including P1 and P2 paddlers, that have not opted out of fundraising and its benefits. All funds left from the PD2 funds will be kept for future PD1 or PD2 Paradrageon races.

7. If needed, after depleting the CCWC account funds to cover the racing expenses listed in B.5. funds will be dispersed from the Wonder Woman's Warriors bank account for all BCP paddlers on the roster for the 2024 CCWC's that have not opted out of fundraising and its benefits. All funds left in the Wonder Woman's Warriors bank account will be kept as per the fundraising terms of reference for IBCPC events.
8. All fundraising earmarked for the CCWC's is for Canal Dragons PD2 crew and Hope Floats BCP crew, regardless as to how long the participant has been a member. i.e. Those that begin to fundraise immediately will enjoy the same benefits of fundraising as those that join the crew and begin fundraising later. However late joiners will be required to buy-in.
 - a) Buy-in: Where a racer has not been able to fulfill commitment requirement, an option to gain benefit of the fundraising distributed stipend, is an allocated buy in. Allocation is based on the total amount of funds raised divided by total number of racers, included the buy in racer at time of being added to the roster or being able to participate in fundraising.
9. Only members of South Niagara Canoe Club in good standing, as per the SNCC bylaws, are eligible for fundraising disbursements.
10. All paddlers are encouraged to plan for the likelihood that they will have to pay their own transportation in and to Italy, meals, sightseeing, and accommodations. It cannot be predicted with accuracy how much money will be fundraised between now and September 2024.

C. Commitment Required

The IDBF CCWC's is a highly competitive international event. 2024 is the first year Canal Dragons and Hope Floats have earned an invitation to compete in the CCWC's. Racers must be committed to developing their paddling skills, strength, and fitness.

1. All racers must sign the Terms of Reference Acknowledgement.
2. Failure to meet the commitment requirements will result in removal from the crew.
3. Unless opted out of fundraising benefits:
 - a) Active involvement in fundraising initiatives either as a volunteer or through committee work to be documented by the fundraiser coordinator as a measure of activity and reviewed by the CCWC 2024 Italy crew committee monthly. Active fundraising includes those in roles of fundraising coordinator, secretary, treasurers, managing/coordinating meetings.
 - b) Commitment to setting and working towards achieving personal fitness goals that are aligned with crew training goals between coach and paddler.
 - c) Participation in Training clinics. Exceptions to be made on a case-by-case basis between coach and paddler.

D. Other Personal Responsibilities

1. Medical certifications as required by the IDBF
2. Valid Passport (and Visas if required) (check your expiry date!!!)
3. Out of country insurance
4. All participants must sign an Acknowledgement Terms of Reference
5. SNCC assumes no responsibility for medical bills, travel bills or repatriation expenses for athletes and coaches traveling out of country.
 - (1) Athletes and coaches must carry their own personal out of country medical insurance
 - (2) Athletes and coaches must carry their own repatriation insurance

FYI according to the SNCC bylaws:

Good Standing –

1. A Member is in good standing if all fees, dues, and assessments relative to their membership category owing to the Canoe Club have been paid in full.
2. A Member is not in good standing when the member is subject to suspension from the Canoe Club in accordance with the provisions set out in the Code of Conduct.