



2025 U.S. FEI Dressage & Para Dressage Calendar

Policies and Procedures

Overview

The aim of these policies and procedures is to produce the most effective U.S. sporting calendar. It is important to note at the outset, that these policies and procedures do not replace the United States Equestrian Federation (USEF or Federation) Licensing and/or Mileage Rules.

USEF may submit dates on the Federation Equestre Internationale (FEI) calendar for events that are conditionally approved in advance of an Organizer receiving their one (1) year Federation license. However, an event/competition is not USEF approved unless and until a Federation license has been issued. Organizers must be very clear that an event appearing on the FEI Calendar does not equate to approval of the Federation license for this event. Ultimate approval lies with USEF and is demonstrated by a properly executed competition license agreement.

The below process may be amended in exceptional circumstances as determined in the USEF CEO's, or their designee, discretion.

Applications, Review, Approval, and Fees

USEF Application Deadline Applications for events wishing to be submitted to the FEI by October 1, 2024 for the 2025 calendar year through August of 2026 must be submitted to USEF by no later than May 1, 2024. Any application after the below deadlines has no guarantee of being submitted prior to the FEI submission deadline.

USEF Review Procedure

May 1: Applications must be received by USEF.

The following timeline is approximate:

June 1 – June 15: USEF Staff and representatives of the USEF Dressage Calendar Working Group will review the proposed dates and identify areas of concern and/or opportunity in the calendars. These areas of concern and/or opportunities will be communicated to the impacted OCs by USEF staff, with the intent of working with OCs to resolve the areas of concern and/or opportunity prior to further review of the calendar.

Criteria to be outlined in Annex A will be consulted to alleviate potential areas of concern in the proposed calendar.

June 15 – July 15: Open Review: Proposed calendars are circulated to all OCs that submitted an FEI Calendar application. OCs may request modifications, cancellations, or comment on potential areas of concern during the Open Review. All requests and/or comments must be submitted to Sarah Hollander (shollander@usef.org) no later than July 15.

Beginning of August: USEF Dressage Sport Committee (for CDIs applications) and USEF Para Dressage Sport Committee (for CPEDI applications) reviews calendars. If potential areas of concern are noted by either or both Committee(s), USEF Staff and the Calendar Working Group will work with OCs to resolve areas of concern and re-submit the calendar to the relevant USEF Sport Committee prior to sending the calendars to the USEF Board of Directors or Executive Committee.



By September 2024: The USEF Board of Directors or Executive Committee approves calendars prior to the FEI submission deadline.

Application/Calendar Fees (These are FEI Calendar fees and subject to FEI fees published annually by the FEI)

- ❖ FEI Calendar Fee for Lower Level Events (CDI2*/CPEDI2* and below): \$360
- ❖ FEI Calendar Fee for Upper Level Events (CDI3*/CPEDI3* and above): \$600

The FEI Calendar Fee will be collected by USEF with this application. Please be advised that the OC's event cannot hold a place on the FEI Calendar until the FEI Calendar Fee is paid in full. Non-payment of the FEI Calendar Fee within 30 days will result in removal of the application. If the application is not recommended for approval by USEF, the OC will be refunded the FEI Calendar Fee.

FEI Calendar Procedure: The dates for FEI events will also be subject to FEI Rules. See FEI General Regulations Article 112.

Other: FEI events are automatically added to the NAYC/USEF Qualifying Competitions Calendar if approved as a CDI and/or CPEDI. If an FEI event is downgraded or cancelled, an Organizer may submit a request to USEF in order to retain NAYC/USEF Qualifying Competition status. These requests must be submitted immediately to the USEF Dressage Department.

Late Applications & Modifications

USEF Late Applications and Modifications Deadlines It is understood that at times there are circumstances where an OC is not able to meet the applicable USEF application deadlines or must modify their event. Modification Requests are changes to the organizer, date changes in comparable week, location, or addition of a higher level (3* and above) (see below for Downgrading) of an application submitted on time and made after the regular Open Review period. In these instances, the following deadlines have been established.

- ❖ CDI5*/4*/3* and CPEDI3* event late applications and modifications will only be considered if received by USEF a minimum of 22 weeks prior to the start of the event.
- ❖ CDI2* and CPEDI 2* and below event late applications and modifications will only be considered if received by USEF a minimum of 18 weeks prior to the start of the event.
- ❖ CPEDI event late applications and modification will only be considered if received by USEF a minimum of 12 weeks prior to the start of the event.
- ❖ Late Applications or modifications received after August 1st have no guarantee of being submitted to the FEI for the applicable October 1st deadline due to the review procedure.
- ❖ In circumstances where the FEI North American League maximum number of events is not met (i.e. if CDI-W events are cancelled or there is a lack of applications) late applications will be accepted given they follow the appropriate late application deadlines for CDI5*/4*/3* competitions outlined above. Events held on the same date as a cancelled event may be accepted later than the above deadlines but must meet the relevant FEI Calendar and Scheduling requirements.

USEF Review Procedure

- ❖ USEF will notify the OCs that have an event on the date of the late application or modification, including those that may be one week prior to, or one week following within the same region or adjacent region. The OCs concerned will have 14 days to provide detailed comments regarding the proposed late application/modification to the calendar. Any comments must be sent directly to Sarah Hollander (shollander@usef.org).
- ❖ USEF Staff and Dressage Calendar Working Group will review the OC comments received. The Working Group will utilize the criteria outlined in Annex A and make a recommendation to the relevant USEF Sport Committee.

- ❖ The relevant USEF Sport Committee reviews the recommendation of the Working Group and will make a recommendation to the USEF Board of Directors or an Ad Hoc approved by the USEF Board of Directors.
- ❖ USEF may submit the late application/modification request to the FEI prior to the USEF Board of Directors or Executive Committee if the USEF Dressage Sport Committee is in unanimous agreement. USEF reserves the right to hold the submission to the FEI until approved by the BOD or Executive Committee.

FEI Calendar Procedure: Late applications or modifications will also be subject to FEI Rules. See FEI General Regulations Article 112.

Fees for Late Applications, Modifications & Cancellations

Late Applications are applications received after the May 1, 2024 deadline listed above and will be charged as follows:

- a. CDI3*/CDI4*/CDI5* events: \$100 flat fee for applications received past deadline and are more than one year out from the competition date. \$150 flat fee for applications received past the deadline and are between one year and six months from the competition date. \$400 flat fee from applications received past the deadline and are less than 6 months from the competition date. No late application will be accepted if the competition date is less than 16 weeks from date of submission.
- b. CDI2*/CDI1* events: \$50 flat fee for applications received past deadline and are more than one year out from the competition date. \$75 flat fee for applications received past the deadline and are between one year and six months from the competition date. \$250 flat fee from applications received past the deadline and are less than 6 months from the competition date. No late application will be accepted if the competition date is less than 12 weeks from date of submission.
- c. CDI-W event: no late CDI-W applications will be accepted. In cases of extreme extraordinary circumstances exceptions may be granted.
- d. CPEDI events: late application fees will not be applied to late CPEDI applications.

Modification Requests are changes to the organizer, date, or location (see below for Downgrading) of application submitted on time and made after the regular Open Review period. Modification requests will be charged a \$75 flat fee plus \$10 per month for each month past the applicable deadline of May 1, 2024. Addition of divisions (such as CDIU25/CDIY/CDIJ/CDICh/CDIP/CDIYH/CDIAM, CPEDIetc.) do not require a modification fee. Approved CDI3* or higher competition may add a CDI2* or CDI1* and do not require a modification fee.

Cancellation of any FEI event outside of the regular Open Review period must contact the USEF Dressage Department and provide specific reasoning which will be included in the file for future applications. USEF Staff will work with competition management to rectify any concerns which may prevent cancellation of the FEI Event. If concerns cannot be resolved after consultation with USEF, the cancellation fee may be waived. FEI events which cancel without consultation with the USEF Dressage Department will be charged \$100 per month past May 1, 2024.

Downgrading of a USEF BOD approved event will incur a modification fee.

If an event does not receive approval from the FEI, fails to receive a USEF License, or in other exceptional circumstances approved by the USEF CEO, a portion of the fee, or all of the fee, may be waived at the discretion of the USEF CEO or his designee.

Funding support for CPEDI events may be available but is not guaranteed until the annual budget is approved by the BOD, which does not occur until December 1, 2024. The potential funding may differ on a year-to-year basis, based on the number of applications and the final approved budget.

Annex A

- ❖ Primary criteria;
 - Technical Aspects (footing, stabling, etc. per FEI and USEF Rules including the criteria for Level 5 Competitions).
 - Size of arena and type of arena (e.g. indoor, outdoor, covered with open sides)
 - Light and sound conditions
 - Use of scoreboard
 - Stable facilities (including hand grazing access, wash racks, traffic flow, etc.)
 - Training facilities (Main arena familiarization and sound check plans)
 - Groom's facilities (If necessary / available)
 - Officials' facilities / hospitality
 - Inclement weather plans
 - Parking (Trailer/Competitors/Officials/Spectators)
 - Competition Dates
 - Consideration may be given to competitions that have a long-standing history with a date
 - In general, competitions are not approved on the same dates in Florida
 - In general, competitions are not approved on the same dates or back-to-back dates in the same region or adjacent region outside of Florida
 - In general, competition dates are not approved that conflict with USEF or affiliate annual meetings, conventions, Championships or Finals
 - For late applications: impact on previously approved events
 - Proposed timetable / plan and schedule for classes at the highest level(s); priority may be given to CDI5*, CDI-Ws or CDIOs dependent on relative Championships/Finals and High Performance plans for US Dressage athletes and Teams
 - Prize Money
 - Diversity of CDIs opportunities in the US (including venues, regions, time of year, program opportunity, etc.)
- ❖ Other criteria;
 - Impact on the cross-discipline key events calendar (Dressage/Para-Dressage or non-Dressage/non-Equestrian events) occurring at the venue or nearby venue on the same or close dates (within two weeks)
 - Hospitality/VIP Experience/Trade Fair
 - Previous experience and expertise of the Organizing Committee including the USEF licensee, FEI Event Director, USEF Competition Manager and USEF Secretary
 - Previous Equestrian events held at the facility
 - Developing Volunteer opportunities, educational opportunities for competition management and officials, including the use of a minimum of one USA FEI judge
 - Growing participation in equestrian sport at all levels, including USEF Dressage Programs
 - Benefit to and interaction with the local community
 - Media related impact and TV opportunities
 - Opportunities to attract new sponsors or link existing USEF sponsors, creating benefits for USEF
 - Opportunities for the USET Foundation to interact with existing and potential Donors

Additional criteria which will be considered when making a recommendation to the FEI for CDI-W and CPEDI competitions:

Past performances as FEI OC: In these criteria, the fulfilment of FEI requirements, compliance with FEI Rules & regulations, OC's willingness to cooperate with FEI and OC's working relationship shall be taken into account. FEI to review Foreign Judge report(s), Foreign Rider report(s), Chief Steward report(s) from past events (past evaluations must meet satisfactory standard).

- ❖ Calendar Date:

- Relevance to World Cup Qualifying Period
- Relevance to entire World Cup Qualifying Calendar Impact on overall Sport Calendar
- Impact on other Dressage Championships and High Performance
- ❖ Venue:
 - History of event and location
 - Accessibility
 - Interest for FEI partners
 - National interest in the sport
 - Combination with other FEI Named Events (supporting classes/divisions)
 - USEF may limit the number of CDI-Ws allocated to a single venue to allow for diversity and appropriateness of venues on the World Cup Qualifying Calendar
- ❖ Infrastructure & Logistics:
 - Distance to nearest airport/train station
 - Hotels (Number, Distance from Venue, *Level)
 - IT infrastructure for: live streaming, E judging, Freestyle Degree of Difficulty, etc.
 - Food service
 - Service Vendors
 - Competition Grounds:
 - Size of arena and type of arena (e.g. indoor, outdoor, covered with open sides)
 - Light and sound conditions
 - Stable facilities
 - Training facilities (Main arena familiarization and sound check plans)
 - Grooms facilities (If necessary / available)
 - Officials facilities / hospitality
 - Inclement weather plans
 - Parking (Trailer/Competitors/Officials/Spectators)
- ❖ Event:
 - Schedule (including timing of Grand Prix Freestyle World Cup Qualifier class)
 - Budget, History of financial security
 - Prize Money
 - Live Scoring / Online Results / Paperless Judging / Commentator and willingness to work with USEF/FEI on livestream options
 - Spectator Seating / Attendance Expectations
 - VIP / Hospitality Options
 - PR Plan
 - Atmosphere (Audience interaction, supporting program (non-competition such as Master Class / displays), plans for graphics)
 - Vendors / Trade Fair

Additionally, in principle, World Cup Qualifiers (WCQ) should be given priority over non-World Cup Qualifier FEI events on the same week.

CPEDI Competition Criteria

- ❖ Must have an ADA Wheelchair accessible restroom near stables
- ❖ Arena must be able to be converted from 20x60 to 20x40 easily and quickly
- ❖ Suggest securing International Judges who are on the next World Championships or Games Panel
- ❖ Must have ADA accessible classification room