



2023-2027 U.S. Eventing Calendar **CCI4*-L, CCI4*-S, CCI3*-L, Advanced** ***Policies and Procedures***

Overview

The aim of these Policies and Procedures is to produce the most effective U.S. sporting calendar for the CCI4*-L, CCI4*-S, CCI3*-L, and Advanced levels, which seeks to properly develop and prepare High Performance horses and athletes to be competitive at international long format competitions and Championships both in the U.S. and on the world stage. The most effective U.S. sporting calendar will achieve the following:

- + Provide athletes and horses with adequate preparation for CCI-L long format eventing competitions, Games, and Championships.
- + Provide adequate spacing between competitions to allow horses the needed time to recuperate from previous competitions and prepare for the next competition.
- + Add adequate competition options to provide athletes with the flexibility needed to create schedules that best suit their horse(s).
- + Provide enough competitions to satisfy demand but not flood the calendar with competitions.
- + Strategically place competitions in the geographical regions which are most desirable for that time of year.

Dates for CCI4*-L, CCI4*-S, CCI3*-L, and Advanced level competitions hosted in 2023 and thereafter can only be secured through a formal bid process. USEF will provide competition organizers (“Organizers”) the opportunity to submit a bid to host one or more of these levels. Organizers must include in their bid all levels of competition, including national levels, they wish to host concurrently with the aforementioned levels, except for CCI5*-L and CCIO level competitions, which are by invitation only. A bid information packet will be published and will provide the minimum bid specifications for hosting any of these levels, as well as essential information that will provide assistance in the development of a comprehensive and competitive bid proposal. All bids will be evaluated against the criteria in Annex A, as well as all specifications contained in the bid information packet.

It is anticipated that USEF will award the opportunity to host these levels two years in advance and for a period of five years so that Organizers can make continuing improvements to the venue and work collaboratively with the community where the venue is located and USEF to create a positive experience for the athletes, horses, owners, sponsors, fans, and the community. The award is subject to annual renewal of the Competition License Agreement based on the criteria for licensure renewal in Chapter 3 of the rulebook, and may include a competition evaluation.

The bid information packet will include a calendar with the dates, levels, and designated area available for bidding. In addition to the specifications listed in the bid information packet, Organizers should note that any bids awarded are subject to the USEF General Rules, including Chapter 3 governing licensing competitions, and the FEI rules for FEI levels. Those awarded a bid must obtain a competition license in accordance with the applicable rules and must execute a USEF Competition License Agreement annually. The mileage rule will not apply to these competitions for any levels offered, including national and FEI, and these competitions will not be subject to the mileage exemption process..

The prospective host that is bidding on the levels must agree to all terms and conditions outlined in the bid information packet. Additionally, the prospective host must agree to comply with all requirements

listed in the bid information packet and to administer the competitions in accordance with the rules and policies of USEF, and FEI, where applicable.

To avoid confusion, it should be noted that USEF may submit dates on the FEI calendar for competitions that are not yet approved. In some cases, dates are submitted for competitions that are only conditionally approved. The competition date is not final until a USEF Competition License Agreement is fully executed between USEF and the Organizer. **Organizers must understand that a competition appearing on the FEI Calendar may simply be a placeholder, and an Organizer cannot reasonably rely on the calendar as demonstrative of final approval.**

This document addresses the CCI4-L, CCI4*-S, CCI3*-L, and Advanced levels only, and any other level that runs with these. For information about the 2023-2027 U.S. Eventing Calendar CCI3*-S, CCI2*-L, CCI2*-S, and CCII*, please refer to the Policies and Procedures governing those levels at [this link](#). Applications for CCI5*-L and CCIO level competitions are only accepted via invitation.*

Bids, Review, Approval, and Fees

Bids for hosting the CCI4*-L, CCI4*-S, CCI3*-L, and/or Advanced levels, as well as any lower levels to be run concurrently with these levels, during 2023-2027 are only accepted through the USEF Eventing Calendar Bid Process as described above.

Deadline to submit bids for CCI4*-L, CCI4*-S, CCI3*-L, and Advanced for 2023-2027: Bids for CCI4*-L, CCI4*-S, CCI3*-L, and Advanced competitions for the 2023-2027 cycle are accepted only through the published USEF Eventing Calendar Bid Process.

+ **April 20, 2021:** Opening date for the 2023-2027 Bid Process

+ **June 4, 2021:** Closing date for the 2023-2027 Bid Process

Organizers must identify the dates for which they are bidding for all five years of the 2023-2027 cycle. Organizers must indicate **all** levels for which they are bidding (including other FEI and National levels). Should an Organizer be unable to bid for the same week for all five years of the cycle, they should note the reason in the bid document and specify an alternative date for the given year.

Timeline for Bid Review: The following dates are anticipated but are subject to adjustments:

April – June 2021: The USEF Eventing Bid Review Group will review the bid packets received. A second round of bidding may occur if the USEF deems it necessary for any reason.

All applications must meet the minimum specifications. Bids will be evaluated based on the criteria enumerated in Annex A, as well as any criteria detailed within the bid information packet.

July – September 2021: Recommendations from the Eventing Bid Review Group will be made to the Eventing Sport Committee (ESC), whose recommendations following review will be made to the USEF International Discipline Council (IDC) or an IDC Ad Hoc Calendar Group.

September 27, 2021: The recommendations from the IDC will be presented to the USEF Board of Directors for consideration and determination.

Note: During the five-year cycle, each competition awarded the CCI4*-L, CCI4*-S, CCI3*-L and Advanced levels may be evaluated annually or from time to time to ensure it meets the requirements and standards expected for hosting the particular approved levels. In some cases, USEF may determine that said deficiencies or other concerns cannot be cured to its satisfaction and as such may choose not to renew the competition licensed levels, in whole or in part, thereby removing the competition from the calendar.

Application/Calendar Fees: (These are FEI Calendar fees and subject to the FEI fees published annually by the FEI.) The fees will be charged in accordance with USEF and FEI policies concerning calendar fees:

+ FEI Calendar Fee for all CCI3*-L competitions: \$360

+ FEI Calendar Fee for all CCI4*-L and CCI4*-S competitions: \$600

FEI Calendar Procedure: The dates for FEI competitions will also be subject to FEI Rules. See FEI General Regulations Article 112. The FEI Calendar is approved annually after the FEI General Assembly in November by the FEI Secretary General.

Modifications

It is understood that at times there are circumstances where an Organizer must modify the USEF Competition License Agreement. Any change to the comparable date, FEI or Advanced level(s), or location of a competition awarded through the 2023-2027 U.S. Eventing Calendar Bid Process is considered a modification. Modification requests must be submitted to Amber Braun at abraun@usef.org and dates@usef.org on the 2023-2027 U.S. Eventing CCI4*-L, CCI4*-S, CCI3*-L, Advanced Calendar Modification request form. Said competitions cannot proceed as modified unless approval is granted by USEF. If a modification(s) is not granted and a competition cannot operate without it, the competition will be deemed cancelled pursuant to GR305, and USEF may open the bid process for the vacancy created.

Note:

- Adding or dropping a day is not considered a date modification under these Policies and Procedures. However, the request to add or drop a day from an existing competition must be made no later than 10 days before the start of the competition. These requests are subject to all applicable license modification fees and the issuance of a revised Competition License Agreement.
- Adding or dropping a national level below Advanced is not considered a modification under these Policies and Procedures. However, the request must be made at least 90 days prior to the start of the competition. These requests are subject to all applicable license modification fees and the issuance of a revised Competition License Agreement.
- If all allocated levels, including all FEI levels and Advanced, are dropped from an approved competition, and only national levels (not CCI4*-L, CCI4*-S, CCI3*-L, and Advanced) remain, USEF Chapter 3 will apply, including mileage.
- Changes to competition managers are not treated as modifications under these Policies and Procedures. However, changes to competition managers must be submitted to USEF for review at least 30 days prior to the start of the competition and the manager must comply with all USEF requirements.

Deadlines for modification requests:

- + Modification requests must be submitted at least 90 days of the start of competition.
- + Modification requests for changes to the FEI levels received after August 1, 2022 (and August 1 of each subsequent year) for the 2023 competition year (and subsequent competition years) have **NO** guarantee of being submitted to the FEI for the applicable October 1 deadline due to the review procedure.

Modification requests will be reviewed based on the criteria outlined in Annex A and in the bid information packet. Modification requests will be charged a \$75 fee along with any applicable FEI and USEF license modification fees.

USEF may submit FEI modification requests to the FEI prior to USEF CEO approval. USEF reserves the right to hold the submission to the FEI until final approval is received.

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

The addition of an FEI level will be charged as follows:

- CCI3*-S, CCI2*-L, CCI2*-S and CCI*: \$1,000 flat fee.

Cancellation of any FEI competition outside of the review period must provide specific reasoning and may be included in the review of future applications from the Competition Organizer. Competition cancellations are subject to USEF cancellation fees outlined in USEF General Rules Chapter 3.

Downgrading of a USEF approved competition will incur a modification fee of \$75.

If a competition does not receive approval from the FEI, fails to receive a USEF License, or in other exceptional circumstances, a portion of the fee may be waived at the discretion of the USEF CEO or their designee.

Annex A

+ Primary criteria:

- Technical aspects (arena footing, cross country footing, turf management, stabling, schedule, prize money, officials, etc.)
- High Performance Sport impact, including impact on the multi-discipline key competitions
- How the competition fits with the plans for U.S. Eventing Teams
- Growing equestrian sport in the U.S.

Additional criteria that may be considered:

- + Previous experience and expertise of the Organizing Committee
- + Developing volunteer opportunities and volunteer numbers
- + Opportunities for benefits for Development athlete programs and competitions
- + Generating participation in equestrian sport
- + Benefit to and interaction with the local community
- + Media facilities, impact, TV, and live stream opportunities
 - ❖ Opportunities to attract new sponsors or link existing USEF sponsors
 - ❖ Opportunities for the USEF to interact with existing and potential donors

Venue:

- ❖ History, location, and accessibility
- ❖ Community support
- ❖ Quality of footing in arenas and on cross-country course
- ❖ Quality of cross-country course and experience of cross-country course designer
- ❖ Light and sound conditions
- ❖ Stable facilities
- ❖ Training facilities
- ❖ Grooms' facilities (if necessary/available)
- ❖ Officials' facilities/hospitality
- ❖ Inclement weather plans
- ❖ Parking (trailers/competitors/officials/spectators)

Competition:

- ❖ Budget and history of financial security
- ❖ Prize money
- ❖ PR plan
- ❖ IT infrastructure and live streaming capabilities
- ❖ VIP / hospitality options
- ❖ Food service

- ❖ Service vendors
- ❖ Amenities for athletes, owners, grooms, patrons, sponsors
- ❖ Atmosphere (spectator interaction, supporting programs, and displays)
- ❖ Vendors / Trade Fair

Any other factors that may impact the best interest of the sport that is not specifically included above.

Annex B

At any time, USEF may consider opening a Bid Process to fill an open date or new date at the CCI4*-L, CCI4*-S, CCI3*-L and/or Advanced levels if any of the following situations occur. This list is not exhaustive, and there may be another instance not enumerated below that would cause USEF to consider opening a Bid Process:

- A vacancy becomes available for a level(s) due to cancellation of the competition.
- It is demonstrated that additional competitions are required due to increased athlete / horse numbers or other factors approved by the USEF.
- Further preparation or qualification competitions are identified as necessary for major competitions, Games and/or Championships by the Managing Director of Eventing.
- Should the need arise due to any of the following:
 - ❖ Financial viability concerns as outlined in GR302.2
 - ❖ Safety matters as outlined in GR302.3
 - ❖ Failure to comply with any USEF rules
 - ❖ Breach of any USEF competition licensing agreement or contractual obligations with USEF
 - ❖ Any other factors that may be prejudicial to the best interest of equestrian sport
 - ❖ Cancelling one or more of the levels awarded in the bid without approval from USEF
- + Failure to meet any of the required Eventing Competition Standards for the corresponding National level(s) as stated in EV121 and outlined in Annex 5
- + Change in Organizer, Competition Manager or Licensee unless approved by USEF
- + Change in course designer unless approved by USEF
- + Change in venue unless approved by USEF
- + Competition venue publicly listed for sale and the sale of the venue would directly impact the competition
- + Unsatisfactory report from the FEI and/or USEF Compliance Department
- + Failure to meet financial obligations to athletes, officials FEI, and/or USEF