



## 2023 U.S. Eventing Calendar CCI3\*-S, CCI2\*-L, CCI2\*-S, CCI\* Levels *Policies and Procedures*

### Overview

The aim of these Policies and Procedures is to produce a U.S. FEI Eventing Calendar for the CCI3\*-S, CCI2\*-L, CCI2\*-S, and CCI\* levels. It is important to note at the outset that these Policies and Procedures do not replace the competition licensing rules located in Chapter 3 of the USEF Rulebook.

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, such dates are submitted for competitions that are only conditionally approved. A competition date is not final until a Federation competition License Agreement is fully executed between the Federation 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 for determinations of final approval.**

*This document addresses the CCI3\*-S, CCI2\*-L, CCI2\*-S, and CCI\* levels only. Refer to the [2023-2027 U.S. Eventing Calendar CCI4\\*-L, CCI4\\*-S, CCI3\\*-L, and Advanced Policies and Procedures](#). Applications for CCI5\*-L and CCIO competitions will follow the review process applicable at the time.*

### Applications, Review, Approval, and Fees

*All National and FEI levels for competitions bidding to host the CCI4\*-L, CCI4\*-S, CCI3\*-L, and/or Advanced levels will be reviewed simultaneously during the 2023-2027 USEF Eventing Calendar Bid Process.*

**USEF Application Deadline for Organizers Seeking to Host CCI3\*-S, CCI2\*-L, CCI2\*-S, and CCI\*:** Applications for competitions wishing to be submitted to the FEI by October 1, 2022 for the 2023 calendar year must be submitted to USEF no later than March 1, 2022. Any application received after the following deadlines has NO guarantee of being submitted to the FEI for the applicable October 1, 2022 deadline.

**USEF Review Timeline: The following dates are anticipated but are subject to adjustments:**

**March – April 15, 2022:** The USEF will review the proposed dates and work with Organizers and exert best efforts to resolve potential non-mileage related conflicts. Criteria outlined in Annex A will be used to make determinations on which competitions to license.

**April 15 – May 1, 2022: Open Review:** Proposed calendars will be circulated to all Organizers that submitted an application. Organizers may request modifications, cancel, or comment on potential areas of concern during the Open Review. Any request or comment must be submitted to Amber Braun at [abraun@usef.org](mailto:abraun@usef.org) no later than May 1.

**May 1 – June 1, 2022:** USEF Staff will work with Organizers on modification requests. The proposed calendar will be forwarded to the USEF Administrative Working Group (AWG) for review and recommendation.

**July 1 – August 1, 2022:** The recommendation from the AWG will be made to the Eventing Sport Committee, whose recommendation following review will be made to the USEF International Disciplines Council (IDC) or an IDC Ad Hoc Calendar Group.

**September 2022:** The recommendations from the IDC, or an Ad Hoc, will be presented to the USEF Board of Directors, or an Ad Hoc approved by the Board, for consideration and determination.

**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 CCI3\*-S, CCI2\*-L, CCI2\*-S and CCI\*: \$360

**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.

### Late Applications & Modifications

**USEF Late Applications and Modifications Deadlines for CCI3\*-S, CCI2\*-L, CCI2\*-S, and CCI\*:** It is understood that at times there are circumstances where an Organizer is not able to meet the applicable USEF application deadlines or must modify their competition. Modification requests are changes to the organizer, date, level(s), or location (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:

- Late applications or modifications received after August 1, 2022 have **NO** guarantee of being submitted to the FEI for the applicable October 1 deadline due to the review procedure.

**USEF Review Procedure for Late Applications & Modifications for CCI3\*-S, CCI2\*-L, CCI2\*-S, and CCI\*:**

- USEF will notify the FEI Organizers that have a competition on the date of the late application or modification two weeks prior to and two weeks following the competition's date as listed on the application. The Organizers 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 C Amber Braun at [abraun@usef.org](mailto:abraun@usef.org).
- USEF Staff and AWG will review the Organizer's comments received. AWG will utilize the criteria outlined in Annex A and make a recommendation to the ESC.
- ESC will review the recommendation of the AWG and will make a recommendation to the Board of Directors or an Ad Hoc approved by the Board.

USEF may submit the late FEI application/modification request to the FEI at any time prior to any final recommendations and/or approvals. USEF reserves the right to hold the submission to the FEI until final approval is obtained from the Board of Directors or an Ad Hoc approved by the Board.

**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 for the CCI3\*-S, CCI2\*-L, CCI2\*-S and CCI\* levels received after the appropriate March 1 deadline listed above, **and include the addition of a level**, and will be charged as follows:

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

**Modification requests, for a submitted application by March 1**, are changes to the organizer, date, or location or addition of level (see below for Downgrading) of application submitted on time and made after the regular Review period. Modification requests will be charged a \$75 flat fee along with any applicable FEI fees.

**Cancellation** of any FEI competition outside of the Review period must provide specific reasoning, which will be included in the file for future applications.

**Downgrading** of a USEF BOD approved competition will incur a modification fee.

If a competition 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 may be waived at the discretion of the USEF CEO or his 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
- † Any other factors that may impact the best interest of the sport that is not specifically included above.