

September 9, 2018

2018 INSRA Sanctioning Guidelines



Background & Objectives



- ❖ New USAR Sanctioning Process
 - ❖ Launched in 2018
 - ❖ State Association approval is required to host a sanctioned event
 - ❖ State Associations individually determine the rules or guidelines an event must meet to be sanctioned

- ❖ INSRA Sanctioning Objectives
 - ❖ Create a balanced schedule of events in Indiana and the region
 - ❖ Establish productive working relationships and a fair playing field for all Indiana tournament directors
 - ❖ Grow the sport by encouraging players to participate in sanctioned events

Role of INSRA



- ❖ Serve as the sanctioning body for all events held in the state of Indiana, including regional and masters events
- ❖ Ensure all sanctioned events meet high standards of quality, excellence, and professionalism
- ❖ Coordinate with tournament directors to set available dates and schedule events
- ❖ Ensure that all USAR rules and sanctioning guidelines as established by INSRA, are adhered to and followed.

Benefits of Sanctioning



Benefit	Sanctioned Events		Unsanctioned Events	
	USAR	INSRA	USAR	INSRA
Provider: Access to R2 - Online Tournament Manager Tool * Membership Database * Blast Emails across state and region * Online entry, payment, scheduling, reporting of results * Online verification, establishment, renewal of memberships	X			
Results reflected in State, Regional, & National Rankings	X			
Event listed in Online tournament scheduler (national visibility)	X			
Insurance Coverage * Liability - \$5,000,000 general aggregate per event * Medical – Secondary accident coverage current licensed members	X			
Date Exclusivity * Applies only to sanctioned events held in Indiana		X		
Board SME, Assistance, Education, Training, Support upon request * Certificate of Insurance guidance * R2/Draw support * Safety guidelines		X		
Advertising and Promotion * insra.org * INSRA Facebook page		X		X
Board Attendance and Participation (individual schedules permitting)		X		X

Sanctionable Events/Fees



Event	Fee
Racquetball Camp/Clinic	\$25
Collegiate Tournament – Multi Day	\$50
Collegiate Tournament – Single Day	\$35
Indoor Tournament – Multi Day	\$75
Indoor Tournament – Single Day	\$35
Jamboree League	\$25
League – Multi Week	\$25
IRT Tournament – 1 Day	\$35
IRT Tournament – Multi Day	\$75
Outdoor Tournament – Single Day	\$35
Outdoor Tournament – Multi Day	\$75
Military Tournament – Multi Day	\$50

Source: R2 Sports as of 9/7/2018

Criteria & Guidelines



INSRA will sanction tournament directors and events meeting the following criteria:

Tournament Directors	Events
1. Current member of USAR in good standing	1. Managed by an sanctioned tournament director
2. Safe Sport certified	2. Do not conflict with another sanctioned event in Indiana
3. Successful background check	3. Conducted at an IN facility in safe and acceptable condition
	4. Written confirmation of date and name of CPR certified safety contact from the host facility

Guidelines:

- Tournament directors are sanctioned for one year. Upon expiration, individuals must reapply for tournament director status.
- If the date or location of a previously sanctioned event changes for any reason, the tournament director must re-sanction their event with INSRA.
- Tournament directors are solely responsible for notifying participants of changes to events on timing and location including cancellations.
- INSRA retains the right to revoke tournament director and sanctioned event status for any reason at any time.

INSRA Yearly Preview Process



1. Tournament directors can send all requests to sanction an event for 2019 to INSRA.org by 12/1/2018 Include:
 - Date
 - Location
 - Format
 - Duration
 - Confirmation from the host facility confirming date/request and safety contact
2. INSRA will evaluate all requests, alert tournament directors of potential conflicts, assist with issue resolution as needed, and publish a final, pre-approved schedule of “reserved” dates that will be featured on the INSRA Event Calendar.
3. Tournament directors follow the USAR sanctioning procedure outlined on slide 8 and submit their events through R2. INSRA will promptly approve all requests meeting established sanctioning criteria and identical to the pre-approved schedule.
4. Ad-hoc requests for a sanctioned event may be made via the USAR sanctioning process throughout the year and will be evaluated on a first-come, first-serve basis.

USAR Sanctioning Process



- ❖ Step 1 - Become a tournament director via request through R2.

- ❖ Step 2 - Enter sanctioning request through R2
 - Input required information
 - Email sent to state sanctioning body when submitted
 - Events meeting state sanctioning guidelines will be approved or declined within 3 days

- ❖ Step 3 - Submit payment through R2

Additional Resources



- ❖ USAR sanctioning guidelines website
- ❖ <https://www.teamusa.org/usa-racquetball/features/2013/september/07/howtosanction>
- ❖ INSRA.org
- ❖ USAR Event Director Approval & State Sanctioning Process slides located in Appendix

Appendix




Director/State Process:

- Step #1- Person must first request to become an event director
- Step #2- State approves or denies that person (MAX-3 days!)
- Step #3- Event director sanctions event online
- Step #4- State approves or denies that event (MAX-3 days!)

USA Racquetball Process:

- Step #2- If not done in 3 days, USARB will send e-mail to state leadership for follow-up.
 - If no response in 3 more days from state, USARB will approve event director.
- Step #4- If not done in 3 days, USARB will send e-mail to state leadership for follow-up.
 - If no response in 3 more days from state, USARB will approve event.

**** USA Racquetball approves event e-mails within 24hrs- 72hrs(weekends)!



EVERYTHING STARTS WITH YOUR "USA B" PROFILE!!!!



Director Process:

Step#1_ Person must first request to become an event director



Director Process:

Step#1_Person(must)then)choose)indoor)or)outdoor)events

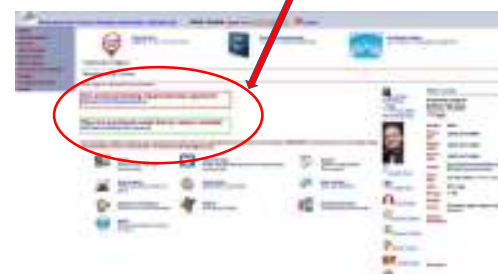


Then)E_Mail's(Sent)to) State)for)Approval:



State Process:

Step#2_State)approves)or)denies)that)person)(MAX-8)days!)



E_Mail(Sent)to)confirm:



Time to Now Sanction your event! Start with your Membership Home Page



Director Process:

Step#3_Event)director)sanctions)event)online



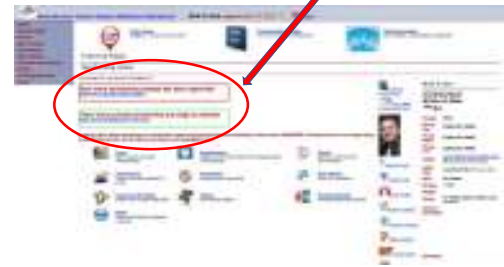
Director@rocess:

Step)#3_ Go)through)type)of)event)and)make)payment)online



State@rocess:

Step)#4_ State)approves)or)denies)the)event)(MAX-8 days!)



→ E_Mail)Sent)to)confirm:

