

# Expression of Interest Policy – POL-017

## INTRODUCTION

Saskatchewan Cycling Association (SCA) will provide a means and formal process for its members and affiliated Clubs to express their interest in hosting a SCA cycling event.

## PURPOSE

To provide a means and formal process for SCA affiliated Clubs and the SCA General Membership to express their interest in hosting an SCA cycling event, whether it be race or recreational in nature.

## SCOPE

This policy applies to all SCA affiliated Clubs and the SCA General Membership.

## POLICY OR PROCEDURE OR REGULATIONS

### Expression of Interest

Any individual SCA member or SCA affiliated club, interested in organizing one or more cycling events during the upcoming season must submit an *'Expression of Interest'* application for each event or series of events. The cycling season generally runs from May to November.

Completing the *'Expression of Interest Application'* is simply an expression of interest to host a cycling event. It does not guarantee that the proposed event will be approved / sanctioned, or that you have received your preferred date.

In **November / December of each year**, an *'Expression of Interest'* application is sent out by email to the SCA general membership, Club Presidents, and community event organizers to request hosts for the Provincial Sask Cup Series (all disciplines) and BMX District Series races, along with recreational cycling events.

This notice is also posted on the SCA website and on SCA social media sites.

Completed *'Expression of Interest'* applications must be returned to the SCA office by **December 31** via email to [info@saskcycling.ca](mailto:info@saskcycling.ca) for consideration.

As races or recreational cycling events are not limited in the number of events that can be sanctioned, in any discipline, Clubs are encouraged to request to host as many cycling events as their goals and resources allow for one season.

Organizers wishing to host an event not previously sanctioned by the SCA, are requested to include with

their *'Expression of Interest'*, a one-page overview of the event, including proposed venue.

All submissions are received and reviewed by the SCA Technical Committee prior to decisions being made. Additional information may be requested to make an informed decision on event sanctioning. You will be notified when your request has been approved.

See [Expression of Interest Application](#)

## Expression of Interest Process

Once all *'Expression of Interest'* applications have been received, the Technical Committee will begin developing the SCA Calendar, based on the submitted date choices of each applicant.

Race and recreational events should not overlap; giving all riders an equal opportunity to attend events of their choice. Riders should also be able to compete in more than one (1) discipline if they choose to.

A preliminary calendar will be set and posted reflecting the first round of such applications, following the Technical Committee approval.

The SCA Calendar will be developed using the following guidelines for prioritizing of sanctioned events:

- National events
- Provincial Championships
- Sask Cup Series
- Regional events
- Club events
- Other

Once the SCA Calendar has been approved by the Technical Committee, host Clubs will be notified of their event dates and can begin the sanctioning process and other event planning.

The approved SCA Calendar is posted on the SCA website in February of each year.

Organizers of approved cycling events must then submit an *'Event Sanction Application'*, complete with an Emergency Action plan and Technical Guide, no later than six weeks prior to the posted event date. All Organizers are encouraged to read the Saskatchewan Cycling Association Race Organizer's Guide prior to any event preparations.

**Organizers or Clubs with paperwork or fees owing for either their Club, or previous editions of an event will NOT be considered for inclusion on the preliminary calendar.**

Finally, organizers wishing to host an event not previously sanctioned by the SCA, are requested to include with their *'Expression of Interest Application'*, a one-page overview of the event, including proposed venue.

\*Note: ALL cycling events must be sanctioned to recognize the validity of the organizer and the event, and gain protection under SCA insurance.

See [Event Sanction Application](#)

See [Event Sanction Policy](#)

## COMPLIANCE

Failure to comply with the 'Expression of Interest Policy' may result in disciplinary action, up to and including loss of hosting and / or event sanctioning privileges.

Hosting privileges and / or sanctions may be with suspended / revoked, if in the opinion of the Technical Committee, the event holder does not respect the responsibilities and conditions as set out by the event sanction, regulations, and / or takes action considered contrary to the development of cycling in Saskatchewan.

Furthermore, event hosting and / or sanction may be withdrawn the day of the event by either the VP Technical, Provincial Chief Commissaire or the event Chief Commissaire, should the conditions of the sanction and / or regulations not be satisfied.

## DEFINITIONS

<b>Term</b>	<b>Definition</b>
<b>SCA</b>	Saskatchewan Cycling Association.
<b>Expression of Interest</b>	An individual SCA member or SCA affiliated club, interested in organizing one or more cycling events during the upcoming season; expression of interest to host a cycling event.
<b>Event Sanction</b>	A sanction is the official permission given an organizer by SCA to hold an event. The sanction recognizes the validity of the organizer and the event, and offers protection under SCA insurance.

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