

**APPENDIX A**  
**CHAMPIONSHIP MEET AWARD POLICY**

1.0 Purpose

This policy defines the process for establishing teams who are eligible for the rotation to host the Championship meets of Adirondack Swimming, Inc and the process for assigning the host team to the individual meets.

2.0 Scope

This policy the championship meets in Adirondack Swimming, Inc, which include Silver Short Course Championships, Gold Short Course Championships, and Long Course Championships.

3.0 Host Team List

All registered teams in Adirondack Swimming, Inc are eligible to petition to be on the championship host team list. The list will be maintained by the Technical Planning Committee. (Appendix B)

3.1 Team Application

A team shall apply to be on the host team list by submitting a request to be on the list. The application should identify the participation in AD sanctioned meets, experience and success in hosting meets, parent base for running a meet, and anticipated pool. The application shall be sent to the Technical Planning Committee Chair. The team should identify whether they would like to be considered to host the short course championships, long course championships, or both.

3.2 Team Selection

The Technical Planning Committee shall review all applications for inclusion on the host team list. The host team should be active in supporting Adirondack Swimming, Inc. The committee shall consider a team's historic participation in AD sanctioned meets including short course and long course seasons, attendance at championship meets, per cent of meets entered, and per cent of registered athletes entered. The committee should also consider a team's parent base for running a meet and the team's experience and performance in hosting AD sanctioned meets. The proposed pool and meet format should be considered. Based on the review, the Technical Planning Committee will make a recommendation to the House of Delegates regarding the approval or opposition of the inclusion of the team on the host list. This recommendation will be made at the next regularly scheduled House of Delegates meeting following the receipt of application. The House of Delegates will vote to approve or disapprove the application.

3.3 Team Performance Review

Annually at the spring meeting of the House of Delegates the Technical Planning Committee will provide a summary review of the performance of the teams in hosting the Championship meets. Based on that review, the Technical Planning Committee will make a recommendation to the House of Delegates regarding continued inclusion of the team in the rotation. The House of Delegates will vote on whether or not to continue inclusion of each team on the host team list for the coming year. The Technical Planning Committee can recommend removal of a team from the host team list for cause, such as performance in hosting a meet during the year, taking actions that reflect negatively on Adirondack Swimming, Inc, etc. This recommendation must be approved by the House of Delegates.

3.4 Addition of a Team

A team approved for addition to the host team list will be added to the bottom of the rotation list.

4.0 Rotation List

The rotation list will be maintained by the Technical Planning Committee. One list will be maintained for the short course championship meets and a separate one for the long course championship meet. Upon completion of a championship meet, the host team will move to the bottom of the list.

5.0 Team Assignment

Each meeting of the House of Delegates, the Technical Planning Committee will inform the members of the House of Delegates, who will be hosting the upcoming year's championship meets. This will be done by assigning the next team from the host team rotation list to the next scheduled meet, in date order. The assignments will be done for the short course championships at the spring meeting and the long course championships at the fall meeting.