

North Atlantic Collegiate Rugby Conference Handbook

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Section 1 - INTRODUCTION

The purpose of this handbook is to provide the most up to date information on how the Conference operates and provide the rules, regulations and performance standards required of all member clubs and players. All members of the North Atlantic Collegiate Rugby Conference agree to abide by the regulations and rules set forth in this handbook.

Section 2 - CODE OF CONDUCT

The conference expects all of its teams and their members to abide by the following code of conduct: *Rugby players and team officials represent themselves, their Club, and the Conference. Each Rugby Player, Coach, Referee, and Team Official is expected to be a positive model, both on and off the pitch. Rugby players and team officials shall not exhibit, nor tolerate actions or behavior that would adversely affect the image of yourself, your Club, the Conference or the Game.*

Section 3 - THE BENEFITS OF MEMBERSHIP

Some of the benefits of membership in the conference include:

1. Access to and participation in coaching, and refereeing clinics
2. Access to referees
3. Participation in Championship and League play
4. Disciplinary support from the Conference Disciplinary Committee
5. Eligibility to host tournaments, as approved by the Conference
6. Eligibility to bid on and host Conference events
7. Eligibility to tour outside of the Conference area
8. Access to Member Services provided by the Conference

Section 4 - MEMBERSHIP REQUIREMENTS

To be a member in good standing with the Conference, every club must be compliant with the following items.

1. **Membership Dues:** All member clubs must pay annual dues as billed by the Treasurer. Clubs that have not paid their dues are considered not in good standing and will not be afforded membership rights until all dues are current, as certified by the Treasurer. Dues invoices will be prepared and sent in January and payment must be received or an arrangement (accepted by Treasurer) must be made no later than April 15. The penalty for failing to make payment on time or an arrangement satisfying the Treasurer may result in an additional fee and/or suspension of Club's ability to play matches.
2. **CIPP Registration:** All member clubs, players, and coaches must be USA Rugby CIPP registered prior to participating in any rugby match or competition. Clubs, players and coaches not CIPP compliant may be penalized or prevented from competing..
3. **Communication:** Every team is provided with a conference email account, and all official emails and notices are sent to this address. Clubs are responsible for actively maintaining and checking their conference account. The Conference cannot be responsible for any issues resulting from

incorrect or outdated contact information.

4. **Club Requirements to Provide Coaches:** All Conference Clubs will be required to have a level 200 (or greater) USA Rugby certified coach, who is also present at all matches.
5. **Resignation of Membership:** Member Clubs must provide notice of their intent to resign Conference membership between December 1 and February 1, and all outstanding membership responsibilities must be fulfilled. Participation in a USAR conference other than Conference without specific approval from the Conference Board of Directors constitutes a Club's immediate resignation and may be subject to a penalty for early departure. Clubs resigning membership outside of the above specified dates may be charged additional fees to cover schedule changes and other adjustments relating to their resignation.
6. **Compliance with Conference Handbook and Policies:** Member Clubs are expected to know and understand the Conference Handbook and Policies. Policy violations are subject to Board sanctions which may include forfeits, post-season sanctions, individual or team suspensions, and/or financial penalties.

Section 5 - MEMBERSHIP APPLICATION PROCESS

To apply for membership in the New England Wide Collegiate Rugby Conference, complete the "Conference Membership Application" form and submit an electronic copy to the Conference President and the Conference Clerk. Clubs are required to have a coach approved by their school administration prior to applying for membership. The coach cannot be a current player from that school.

Section 6 - PLAYER'S DRESS GUIDELINES

Uniforms that do not meet the minimum standards outlined here are a potential safety issue for players and portray a less than favorable image of the Game. Conference abides by the standards set by the World Rugby Board for padding and other equipment. If any equipment or padding does not include a World Rugby Approval tag, the Referee will mandate its removal. For a complete outline of the World Rugby Guidelines and for regulations regarding equipment and padding visit their website: www.worldrugby.org

1. Kits must match and be clean with no tears in shirts, shorts, and socks. Short or cut sleeves must be hemmed and must at least cover the player's biceps. No clothing may show below Rugby shorts (no boxer shorts); except for spandex shorts. If worn, the color of the spandex shorts must completely match the Rugby shorts.
2. Numbers on jerseys (for the correct positions) are mandatory.
3. In the event of a lack of contrast of color jerseys, the home team is responsible for providing alternate wear to the satisfaction of the referee. The match is liable to forfeit, at the referee's discretion, if contrast of jerseys is unacceptable to the referee.
4. Clubs cannot have any reference to alcohol or tobacco related products or companies displayed on any part of their kit.

Section 7 - MEDICAL GUIDELINES

1. It is the recommendation of the Conference that each Club develops and maintains a risk management program.
2. Each Club is required to comply with USA Rugby medical guidelines (found on their site: www.usarugby.org). Each Club is also required to comply with their College medical and sport guidelines.
3. Conference requires that each home team have either an EMT or ATC present who is permitted to treat visiting team players for the duration of all matches. Referees should not permit a match to begin without proper personnel in place. Coaches should not permit their teams to participate in a match without proper personnel in place. The absence of an EMT or ATC may result in the match not being played and a forfeit declared for the home team. It is recommended that EMT or ATC personnel be present 30 minutes prior to kickoff.
4. In this age of preventative medicine, each Rugby player should understand the need to stay fit in order to insure maximum physical performance while avoiding unnecessary injury. Although paramount to play, proper training alone cannot preclude all Rugby injuries. Sports Medicine Physiologists agree that most injuries are best avoided by keeping fit, performing an adequate warm-up and by all-around safe play. When the unavoidable injury does occur, however, the seasoned athlete recognizes the need for quick on-site treatment in order to minimize the extent of the immediate trauma and its possible long-term effects.

Section 8 - ALCOHOLIC BEVERAGE & REGULATED SUBSTANCE POLICIES

Conference will recognize and adhere to usa rugby guidelines and any and all applicable local laws and regulations.

1. The serving, selling or consumption of alcoholic beverages is forbidden at or during any rugby match or conference event. Campus policy on alcoholic beverages must be adhered to strictly.
2. It is the ultimate responsibility of colleges and local officials to ensure that their own regulations and laws are enforced.
3. Disciplinary action will be utilized to censure clubs, event hosts, and others who fail to take the necessary action to enforce these regulations.
4. Web site policy: All Conference member sites come under the Code of Conduct and Alcohol & Tobacco policy. Clubs cannot have any reference in either words or pictures to alcohol or tobacco on their web site or other web presence which could be construed as an official team representation (this includes team blogs, facebook pages, twitter accounts or other social media).

Section 9 - MATCH PLAY GUIDELINES

1. Matches must be played on adequately sized and properly lined fields (See “World Rugby field specs” in the reference section on the USA Rugby field specification located on their website). While not recommended, matches are permitted to be played on a field no smaller than a High School football field (120 x 53.3 yards) and use football goal posts or posts attached to a soccer goal if no other options are available. If both multiple sets of lines are available, the set which best conforms to a regular rugby pitch should be used (e.g. soccer lines over football lines).
2. Conference teams may not play any team not recognized by USA Rugby, or World Rugby.
3. All member clubs, players, coaches, and referees who participate in any match must be CIPP registered with USA Rugby.
4. A complete player roster must be submitted via USAR CMS prior to kick off time. This includes accurate jersey numbers correlating to player-use.
5. The host team is responsible for maintaining and staffing a Technical Zone as defined by USAR.
6. Conference enforces all the laws and rules of the game as stipulated by World Rugby and by USA Rugby unless otherwise stipulated in this handbook.

Section 10 - REFEREE NOTIFICATION AND COVERAGE PROCEDURES:

1. All home Clubs should confirm their respective home schedule with the Referee Director and Competition Director no later than March 1 for the spring, and July 31 for the fall. Games in March and August should be submitted at least two weeks in advance.
2. It is the home club’s responsibility to secure a referee through Conference or NERRS.
3. If the home club is unable to secure a referee through Conference or NERRS, then the following process should be followed to identify a referee to cover the match no later than the 72 hours (3 days) prior to the match:
 - a. The home team shall look for an individual, not from their own club, in their area that can act as a referee and notify the visiting team.
 - b. If the home team cannot locate a person, then the visiting team shall be provided the opportunity to provide a referee.
 - c. If the visiting team cannot, or does not provide a referee, then the home team shall have the option of having their coach or another club person referee the match

Once an assignment is received, these instructions must be followed:

1. It is the home club's responsibility to contact the referee at least four days prior to the match to confirm match details. Please provide the following information to the referee:
 - a. Confirm home and visiting team;
 - b. Colors for each team;
 - c. Start time;
 - d. Directions to venue;
 - e. Location of referee changing room, if available; and
 - f. Emergency contact information – cell phone.
2. Please be sure the pitch is properly prepared:
 - a. Correctly lined;
 - b. Goalposts padded; and
 - c. Sideline barrier in place on both sides, from goal-line to goal-line.
3. If the match is cancelled it is the home club's responsibility to contact the referee and the referee assigner immediately. Do not simply send an e-mail or leave a voice mail, please confirm that the cancellation message has been received. The Competition Director must be notified of any cancellations or forfeits as soon as possible.
4. Assume the referee is assigned to do one match only. If you would like to ask the referee to do a second match, please do so in advance. If the referee agrees, please notify the assigner so it can be made an official assignment.

Section 11 - LEAGUE PLAY REQUIREMENTS

MATCH SCHEDULES AND PROCESS

1. Conference's competitive league season runs from September through November.
2. Current competition structure is described by the Competition Director..
3. Conference schedules are developed and maintained by the Competition Director.
4. Specific schedule requests by Conference members must be submitted to the Competition Director by his/her declared deadline.
5. Competitive league schedules are provided to the Board of Directors for comment and revision suggestions by March 15th. Afterwards a draft will be made available to members for kickoff time input and comments.
6. Competitive league schedules are finalized and distributed by April 15th.
7. The home team is required to contact their opponents as soon as possible, but no less than 10 days prior to the match to confirm day and time.
8. All games will start at their scheduled day and time unless the Competition Director authorizes a change.

9. Home teams have the option to change a scheduled league match to a different location subject to Competition Director approval and proper notification to the visiting team and match official.
10. All teams are expected to be flexible and prepared to play rugby on the weekend - which is defined as Friday night through Sunday afternoon. **Communication is key.** Teams that make last minute changes to kickoff times or dates risk forfeiting their matches. Conversely, teams that need to make reasonable changes within the scheduled weekend, and do so 14 days in advance of their match will ensure the probability that their match change will be upheld by the Competition Director.
11. Challenge matches scheduled by the competition Director are part of the mandatory schedule. Failure to compete may result in forfeit.

MATCH PROTEST PROCEDURE

1. The Team Captain must advise the Referee BEFORE KICKOFF that their team wishes to register a protest and give the reason. The Team Captain must also notify the opposing Team Captain that the game is going to be played "under protest" and for what reason.
2. The Referee should give the offending team a reasonable amount of time to correct the circumstances of the protest. If the circumstances are not corrected, the protesting team **MUST** notify the Competition Director via email within 48 hours with the circumstances of the protest. The Competition Director will review the protest and the teams involved will be notified of the decision made by the Competition Director.

FORFEITS

1. A forfeit may result in your being ineligible to play in the post-season bowl or regional matches
2. If you do not inform the Competition Director of your plan to forfeit by Monday 7pm prior to your match you may be de-listed (presumed forfeit) for the rest of the season so other teams in your division may have the opportunity to re-schedule their matches.

CANCELLATIONS

1. Teams may cancel or postpone league fixtures, subject to Competition Director review and approval. If a league fixture is cancelled, it must be re-scheduled and played in that league season in order to count for league competition.
2. Should a team cancel or postpone a league fixture and the match cannot be made up, the Competition Director shall be responsible for reviewing the reasons for cancellation and determining the outcome, which may result in one team forfeiting the match and/or being financially responsible for associated costs..

STANDINGS

1. Conference points will be awarded as follows:
 - 4 points for a win
 - 2 points for a tie

- 1 bonus point for scoring 4 or more tries
 - 1 bonus point for losing by 7 points (or fewer)
 - 0 point for a loss
 - 0 point for a cancelled match
 - -1 points deducted for a forfeiting team
 - (No team can get more than 5 points in a match)
2. There is no overtime in league play. Ties are entered into the standings and each team is awarded appropriate points. Overtime during playoff matches is played with two 10-minute periods (not sudden death), switching ends in between each period. If still tied after the conclusion of overtime, one 5-minute sudden death period will be played. If still tied after the 5-minute sudden death, then one kicker is nominated from each team and they alternate kicks at goal until someone prevails. Single-elimination starting at center location (22m) (if still tied, move to left 15m hutch, then to right 15m mark). If still tied, repeat from center at a 10m greater distance, etc. If no kicks are scored from a position, then the kicks are repeated from the same position. A coin toss is conducted prior to the first overtime period and the first sudden death period.
 3. Forfeit matches in which teams share players or kickoff with less than 13 players per side will not be have the score recorded. Forfeiting teams may be declared ineligible for post-season play and/or considered for relegation.

TIE BREAKING PROCEDURE:

1. If, at the end of league play, teams are tied in the standings with the same number of division points, the match result between the teams will determine the finishing order.
2. If match results do not satisfy the tie-breaker, then the total point differential (total points scored minus total points against) will determine the order. Head-to-head results will always prevail over point differential scoring.
3. If the above criteria is insufficient to determine the order, point differential (points scored minus points against) against the highest ranked common opponent (excluding teams that forfeited against one or more of the tied teams) will be used to determine the final standings. If the tie still remains then the point differential against the next highest common opponent and so on will break the tie.
4. The Competition Director has the final decision if all three methods above have been exhausted.

MATCH LENGTH

All league matches must play forty-minute halves. Teams are not permitted to play more than one league match in a day or more than two games in a weekend. Teams competing at the development level are not required to play full halves.

REPORTING

Match reports must be submitted via the USAR CMS system by all teams, no later than 48 hours after the start of the game - e.g. for a 1:00pm kick-off, scores must be reported no later than 7:00pm the next day.

CONTINGENCIES

The Conference Board of Directors reserve the right to add new teams and to adjust these regulations, as it may become necessary.

ROSTERS:

1. Members from the Board may request team rosters at any time.
2. All players must have a photo ID.
3. Players must provide a valid school ID.
4. Any club which fields players that are not CIPP registered (at any time during the season) may be rendered ineligible for playoff competition.

ELIGIBILITY

1. Conference adheres to all USA Rugby eligibility rules for matches and competitions that lead to a USARugby Championship.

Section 12 - TOURNAMENT RULES, REGULATIONS & REQUIREMENTS

1. A tournament is a series of matches involving four or more teams, usually played at the same location, with an ultimate winner determined.
2. The hosting team must submit the tournament application to the Competition Director so that he/she may review them and make a decision. Application review may take 1-3 weeks, and so early submissions are recommended. Approval is required before referees are assigned..
3. The Competition Director will inform the hosting team of his/her decision via email
4. All tournaments must have liability insurance coverage for the event.
5. All tournaments must have adequate medical coverage to be considered for approval. All tournaments must have a Tournament Medical Plan approved by the Competition Director (found in the tournament application).
6. The fee for tournament approval shall be set by the Board of Directors.

Section 13 - INCOMING/OUTGOING TOUR APPROVAL REQUIREMENTS

This measure is required to insure that all Clubs participating in a tour receive appropriate approvals from their host and receiving Unions and that all participating clubs are properly covered by their respective insurances.

1. Touring/hosting team, which includes Conference teams touring outside the USA and to Conference teams hosting teams from outside the USA, must get approval from USA Rugby. All information and forms can be found on the USA Rugby website.
2. All touring teams (outgoing or incoming) must have liability insurance coverage for the event.
3. All touring teams (outgoing or incoming) must have medical coverage on all participants.
4. Touring or hosting teams must be in "good standing" with Conference.

Section 14 - DISCIPLINARY COMMITTEE GUIDELINES

OVERVIEW

The Disciplinary Committee is responsible for reviewing and administering disciplinary action within the New England Wide Collegiate Rugby Conference. Conference follows to the USA Rugby Disciplinary Regulations and Procedures set by the United States of America Rugby Football Union (USARFU). The Conference Disciplinary Committee is comprised of three Board-elected members (where 2 members constitute a quorum). The Conference Disciplinary Committee reviews all referee send-offs, referee sin bins, and written complaints from the community at large regarding the behavior, on or off the field, of Conference Clubs and their members.

SUMMARY OF DISCIPLINARY ACTION UPON INFRACTION:

1. Immediately following a send-off (red card), a player is suspended until the Disciplinary Committee reaches a decision, with a minimum suspension of 1 week or one match (whichever is greater) for any sendoff.
2. The receipt of two yellow cards in a game by a player is equivalent to receiving a red card. The player will be ejected from the game and will receive an automatic minimum suspension of one match or one competitive game, whichever is greater.
3. The receipt of three yellow cards in a twelve month period, is equivalent to receiving a red card. The player will receive an automatic minimum suspension of one match or one competitive game, whichever is greater. Each additional yellow card afterwards is considered a red card for disciplinary purposes.
4. Detailed rules and regulations regarding receipt of multiple yellow cards are located in the USA Disciplinary policy.
5. Suspension is defined as not being allowed inside the playing enclosure.

INCIDENT REVIEW AND DISCIPLINARY ACTION

1. Notification of incidents must be filed with the Disciplinary Committee.
2. The incident must be considered within four days of the match or no longer than 2 days from the

date notice was provided.

3. The Committee is responsible for notifying all affected parties and gathering all relevant and available data.
4. Upon receipt of all available data, the Committee will review, discuss and render a decision of action or no action.
5. Disciplinary Action taken by the Committee will be in accordance with the guidelines established in the USA Rugby Disciplinary Regulations and Procedures.
6. The Committee's written decision is then sent to the involved Club(s), Player(s) and the Referees Director as applicable. Notification can also occur through posting results on the conference website.
7. The DC is not bound by the formal rules of evidence and may consider any evidence it finds has bearing on the matter at hand and may determine the weight, if any, it will give to the evidence presented. The goal is rugby justice and fairness. Procedural error will not in and of itself be grounds for appeal unless it results in a substantial injustice.

DISCIPLINARY COMMITTEE DECISION APPEAL PROCESS

1. Players and clubs may appeal a suspension by responding in writing to the Disciplinary Committee within 72 hours of receiving the Disciplinary action notification. An Appeal Form should be filled out online and submitted.
2. The Disciplinary Committee will hear initial Appeals and respond within 7 days. During this time, the original sanction(s) remain in effect..
3. The Committee reserves the right to assess sanctions in addition to suspension including, but not limited to:
 - a. Attending appropriate educational sessions/clinics
 - b. Restrictions from participating in league playoffs and championships
 - c. Restrictions from playing outside of Conference, etc.

MINIMUM RECOMMENDED SUSPENSIONS

- In accordance with USA Rugby policy, the Disciplinary Committee follows World Rugby Regulations (reference regulation 17 and Appendix 1) for sanctions.
- Mitigating and/or aggravating circumstances will be considered and factored into the final outcome of sanctions.
- Please note that per World Rugby Regulation 17, only in exceptional circumstances may the DC impose a sanction of less than 50% of the Lower End sanction or no sanction. See World Rugby Regulation 17.19.7.

DISCIPLINARY COMMITTEE RECUSALS

A member of the Disciplinary Committee should recuse themselves from deliberations and voting if they are directly affiliated with a player or team who is an affected party in the deliberation. This includes committee members who are coaches, players, advisors or otherwise:

1. related to the team/player being considered for sanction.
2. related to the team/player bringing an allegation/complaint to the Committee.
3. related to a team who will receive a distinct benefit or penalty relating to a playoff berth position being granted an opportunity to compete for Conference Champion because of another team's sanction and removal from the playoff bracket.) Note: suspension of an individual does not constitute “a distinct benefit” to a team.

In the event that DC recusals prevent a quorum from being reached, the Conference President shall serve or appoint two current Directors or conference members to serve on the Disciplinary Committee. These temporary appointments will serve only for the consideration of the issue causing the recusals.

Section 15 - MEMBER SERVICES

Conference strives to provide active and meaningful support to its member clubs and players. In addition to sponsoring clinics and providing reimbursement for attendance to coach and player clinics, the following programs are open to Conference Members and affiliated individuals:

- **Player Development Fund** - provides funding for players who are given rugby opportunities outside of the Conference arena (national camps, tryouts, all-stars, etc.)
- **Referee Certification Incentive Program** - provides complimentary jerseys for individuals who join our independent referee pool.
- **Coaching Participation Incentive Program** - provides financial grants for individuals who become newly certified coaches and work with our member clubs.

Further details and application procedures can be found in Appendix C.

Appendix A - COLLEGE ELIGIBILITY EXCEPTIONS

1. All part-time students are eligible assuming they are within their 5 years of collegiate eligibility and permitted to compete by their school
2. Students may participate past their 5 years of collegiate eligibility if they are enrolled full-time pursuing their first undergraduate degree
3. Babson College has specific permission to include Olin College undergraduate students as eligible players for their Club roster.
4. None of these exceptions apply for teams competing for USA Rugby playoffs unless specifically permitted by USA Rugby.

Appendix B - COMPETITION STRUCTURE

Competitive tiers

Tier One

- Compete at Division 2 level
- Top seeds are eligible for post-season D2 USA Rugby playoffs and Collegiate Bowl games

Tier Two

- Compete at Division 2 level
- Top seeds are eligible for post-season Collegiate Bowl games

Tier Three (Development)

- strong emphasis on playing (even with smaller numbers or combined teams)

Promotion and Relegation

- Subject to the approval of the Competition Director, the top seeded team of a lower tier may challenge the lowest seeded team of the higher tier for a challenge match.
- All relegations/promotions are mandatory and must be adhered to. A team cannot refuse promotion or relegation.
- Final promotion and relegation decisions are made during Relegation and Promotion Reviews and chaired by the Competition Director.

Relegation and Promotion Reviews

Review Hearing for promotion or relegation

- Automatic for teams eligible for promotion/relegation matches.
- Automatic for any team in Tier One that forfeits a match or starts two matches during the fall season without a full side of 15 players.
- For any team that is nominated for review by a majority vote of the Women's teams (any delegate can pose the question).
- For any team that is requesting relegation to a lower division.

Review Hearing protocol

- If possible, advance notice of scheduled reviews provided to all teams prior to AGM. Notice will include the team name, recommendation for promotion or relegation and reason for hearing (cite one of the reasons listed above).
- All reviews held at the AGM
- Women's teams vote on women's teams, and men's teams vote on men's teams.

- Opportunity for the delegate of the reviewed club to present their position on the issue.
- Opportunity for other delegates (other than reviewed club) to speak in support of the club's position.
- Opportunity for other delegates (other than reviewed club) to speak against the club's position
- Majority vote of present delegates (including reviewed club) to decide the issue.
- For issues arising after the AGM and before a competitive season, the Competition Director may hold a hearing online.

Appendix C - Member Services Described

Player Development Fund

This fund is created for the benefit of collegiate players active in the Conference. Its goal is to provide financial assistance that supports the development of players outside of the conference structure through camps, tryouts, development clinics and other rugby-focused opportunities approved by the Board of Directors. This fund is a “revolving” fund, and any allocations to this fund are not limited by the fiscal year and remain committed to the fund until spent or transferred out by the Board of Directors. It is anticipated that the Player Development Fund will be funded through annual allocations from the conference operating budget, based on its current status and use.

Eligibility requirements:

- 1.) Player must be currently CIPP'd with USA Rugby
- 2.) Player must be rostered on a Conference club team.
- 3.) Player's team must be current on their Conference dues and membership obligations.
- 4.) Event or opportunity should have some level of certification or sanctioning by USARugby or World Rugby.

Currently, the fund is need-blind and does not take into consideration individuals' financial status.

Application

Player should submit an email to the Board of Directors requesting financial assistance. The email should include:

- 1.) Copy of official documentation of the event (e.g. the invitation letter/email to a development camp, registration form/flyer for a clinic, etc.).
- 2.) Itemization of total costs expected (e.g. travel cost, lodging cost, registration cost) along with a sum total.
- 3.) Amount of financial support being requested
- 4.) Itemization of remaining financial support sources (e.g. personal funds, club funds, fundraising, parents, etc.) along with a sum total.

Players awarded funds agree to:

1. Provide receipts for costs to be reimbursed.
2. Abide by the Conference Code of Conduct throughout the funded event (this includes travel to and from the event)
3. Provide a short summary of their experience to the Board of Directors after the event.

Reviewer Guidelines:

Eligibility requirement for USAR or World Rugby sanction is purposefully broad, but also designed to eliminate eligibility for questionable events. “Sanction” can include things like playing with a foreign

club that is properly registered with World Rugby, other collegiate conference-hosted events that are not USAR certified, but recognized as quality clinics put on by USAR recognized conferences.

Amount in the fund and current rate of use based on fiscal year will impact amounts awarded. *Example: Halfway through the year, 10 players apply for \$200 to go to clinics, and the fund has already funded 10 players at that level: players may get reduced amounts awarded. However, if they were applying at the end of the year, and no other applications were anticipated, they might get fully funded (because the new fiscal year will bring new funding).*

Expenses that are typically considered eligible:

1. Registration fees
2. Travel costs for travel more than 40 miles
3. Lodging costs for travel more than 150 miles

Expenses that are typically not considered eligible

1. Food and meals
2. Personal items or kit
3. Expenses unrelated to the event or participation

Table for funds to be awarded

	Less than \$100	\$100 - \$200	More than \$200
Level or type of event	All categories	USAR recognition and will improve Club's performance	Unique opportunity, will improve Conference's standing, and has national or international recognition
Matching funds expected (of Total Cost)	none	\$50 minimum	25%
Approval granted by	Treasurer	Treasurer	Board of Directors vote
Number awarded per year (anticipated)	10	10	4
Funding mechanism	Reimbursement only	Reimbursement or direct payment to approved vendor	Reimbursement or direct payment to approved vendor
Support letter from coach	not required	recommended	required

Referee Certification Incentive Program

This program is designed to provide incentive for individuals to complete Referee Certification programs and participate in the Conference independent referee pool to referee Conference matches. Individuals who complete an approved Referee certification program and referee 3 or more matches (15's) or 2 or more 7's tournaments (with multiple matches assigned) will receive a referee jersey at the end of the fall competition season.

Coaching Participation Incentive Program

This program is designed to provide incentive for individuals to complete Coaching Certification programs and assistance to Conference member clubs. New coaches who complete an approved Coach certification program and actively work with a Conference club can be nominated by their leadership for a coaching grant. This grant is up to \$100 per applicant that will be awarded at the end of the season. Funding is limited and will be awarded first-come first-served until all funds are expended.

Nominations should:

1. be sent from a Club leader (Club Sports Director, AD, Club President, Head Coach, etc.)
2. include the full name and CIPP number of the nominee
3. detail the time spent coaching
4. indicate how much the coach has been paid (or if volunteer) NOTE: this does not affect the award qualification in any way.
5. include a brief description of the specific contributions made by the nominee

Send nominations to the Conference President, email: president@Conference.org

Appendix D - World Rugby Sanctions Table

World Rugby Sanctions for Foul Play (Regulation 17)

Law No.	Description	Entry Point Based on Scale of Seriousness of the Player's conduct, which constitutes the offending – Lower End (LE), Mid Range (MR), Top End (TE)	Maximum Sanction
10.4(s) 10.4(m)	Verbal Abuse of Match Officials	LE – 6 weeks MR – 12 weeks TE – 18+ weeks	52 weeks
10.4(s) 10.4(m)	Threatening Actions or Words at Match Officials	LE – 12 weeks MR – 24 weeks TE – 48+ weeks	260 weeks
10.4(s) 10.4(m)	Physical Abuse of Match Officials	LE – 24 weeks MR – 48 weeks TE – 96+ weeks	Life
10.4(s) 10.4(m)	Incidental Physical Contact with Match Official	LE – 6 weeks MR – 12 weeks TE – 18+ weeks	52 weeks
10.4(a)	Striking another Player with a hand, arm or fist	LE – 2 weeks MR – 4 weeks TE – 8+ weeks A strike to the head shall result in at least a mid-range entry point sanction.	52 weeks
10.4(a)	Striking another Player with the elbow	LE – 2 weeks MR – 6 weeks TE – 10+ weeks A strike to the head shall result in at least a mid-range entry point sanction.	52 weeks
10.4(a)	Striking with knee	LE – 4 weeks MR – 8 weeks TE – 12+ weeks A strike to the head shall result in at least a mid-range entry point sanction.	52 weeks
10.4(a)	Striking with head	LE – 4 weeks MR – 10 weeks TE – 16+ weeks	104 weeks
10.4(b)	Stamping/Trampling on an Opponent	LE – 2 weeks MR – 6 weeks TE – 12+ weeks Stamping/trampling on the head shall result in a top-end entry point sanction	52 weeks

Law No.	Description	Entry Point Based on Scale of Seriousness of the Player's conduct, which constitutes the offending – Lower End (LE), Mid Range (MR), Top End (TE)	Maximum Sanction
10.4(c)	Kicking an Opponent	LE – 4 weeks MR – 8 weeks TE – 12+ weeks A kick to the head shall result in a top-end entry point sanction	52 weeks
10.4(d)	Tripping an Opponent with the foot/leg	LE – 2 weeks MR – 4 weeks TE – 8+ weeks	52 weeks
10.4(e)	Dangerous tackling of an Opponent including early or late and including the action known as the "stiff arm tackle"	LE – 2 weeks MR – 6 weeks TE – 10+ weeks	52 weeks
10.4(e)	Dangerous tackling of an Opponent including: (i) a tackle or attempted tackle above the line of the shoulders even if the tackle starts below the line of the shoulders; (ii) grabbing and rolling/twisting around the head/neck area even if the contact starts below the line of the shoulders.	LE – 2 weeks MR – 6 weeks TE – 10+ weeks A dangerous tackle which results in a strike to the head shall result in at least a mid-end entry point sanction	52 weeks
10.4(f)	Holding, pushing or obstructing an Opponent not holding the ball, by a Player who is not in possession of the ball, except in a scrum, ruck or maul	LE – 2 weeks MR – 4 weeks TE – 6+ weeks	52 weeks
10.4(f) 10.4(k)	Dangerous charging or obstructing or grabbing of Opponent with or without the ball, including shouldering	LE – 2 weeks MR – 6 weeks TE – 10+ weeks	52 weeks
10.4(h)	A player must not charge into a ruck or maul. Charging includes any contact made without use of the arms, or without grasping a player	LE – 2 weeks MR – 6 weeks TE – 10+ weeks	52 weeks
10.4(i)	Tackling, pushing, pulling, colliding with or otherwise making contact with an Opponent who is jumping for the ball in a lineout or in open play where there is no realistic prospect of the player competing for the ball	LE – 4 weeks MR – 8 weeks TE – 12+ weeks	52 weeks
10.4(j)	Lifting a Player from the ground and either dropping or driving that Player's head and/or upper body into the ground whilst the Player's feet are off the ground	LE – 6 weeks MR – 10 weeks TE – 14+ weeks	52 weeks

Law No.	Description	Entry Point Based on Scale of Seriousness of the Player's conduct, which constitutes the offending – Lower End (LE), Mid Range (MR), Top End (TE)	Maximum Sanction
10.4(k)	Causing a scrum, ruck or maul to collapse	LE – 2 weeks MR – 4 weeks TE – 8+ weeks	52 weeks
10.4(m)	A player must not grab, twist, squeeze or strike an opponent in the genital area (male or female) or, in the case of female players, the breast area.	LE – 12 weeks MR – 18 weeks TE – 24+ weeks	208 weeks
10.4(m)	Biting	LE – 12 weeks MR – 18 weeks TE – 24+ weeks	208 weeks
10.4(m)	Contact with the Eye(s)	LE – 12 weeks MR – 18 weeks TE – 24+ weeks	208 weeks
10.4(m)	Contact with the Eye Area ¹	LE – 4 weeks MR – 8 weeks TE – 12+ weeks	52 weeks
10.4(m)	Spitting at Players	LE – 4 weeks MR – 8 weeks TE – 12+ weeks	52 weeks
10.4(m)	Verbal abuse of Players, Match Officials, spectators, coaches or support staff based on Religion, Race, Colour, or National or Ethnic Origin, sexual orientation or otherwise	LE – 6 weeks MR – 12 weeks TE – 18+ weeks	52 weeks
10.4(m)	Any other acts (not previously referred to) which are contrary to good sportsmanship	LE – 4 weeks MR – 8 weeks TE – 12 weeks	52 weeks
10.4(m)	Hair pulling or grabbing	LE – 2 weeks MR – 4 weeks TE – 6+ weeks	52 weeks
10.4(o)	Late charging the kicker	LE – 2 weeks MR – 6 weeks TE – 10+ weeks	52 weeks

In respect of offences not referred to in Appendix 1 above, appropriate sanctions may be imposed at the discretion of the relevant Judicial Officer, Disciplinary Committee, Appeal Officer and/or Appeal Committee (as the case may be).

Notwithstanding the Sanctions in Appendix 1 and/or the provisions of Regulation 17.19 in cases where the player's actions constitute mid-range or top end offending for any type of offence which had the potential to result and, in fact, did result in serious/gross

¹ The "eye area" is as defined by the World Rugby Chief Medical Officer and circulated to Unions.

consequences to the health of the victim, the Judicial Officers and/or Disciplinary Committees may impose any period of suspension including a suspension for life.