



2020 United States Canine Scent Sports® Regional Championship Events

USCSS® is looking for affiliates that are interested in hosting the 2020 USSCS® Regional Championship Events. The Regional may be hosted by a single group or multiple groups working together.

Regional Championships are on their way to becoming fun and vital components of USSCS®'s long term goal of creating challenging and competitive advancement of the sport while being effective in promoting the sport to the public by showcasing the best the sport has to offer. In many cases, today's competitors were once spectators of the sport.

A USSCS® Regional Championship should be a special event where competitors gather for fun and challenging competition. Every effort should be made by the hosting affiliate to make this event special and memorable. Remember it is the little extra touches that make the difference between a good event and a GREAT event! Special touches don't have to cost a lot. Think about getting sponsors to help defray costs, raffles, potlucks help build community and camaraderie, competitor gift bags (can include donated items from vendors, local business, poop bags, pens, lip balm etc), a cake with welcome and good luck 2020 USSCS® Regional teams, a competitor T-Shirt with all the dogs competing listed on the back. (you can sell these or add the cost into entries). We encourage thinking out of the box.

We know it takes a lot of great people and hard work to make events like this a success. Here is some important information and a few tips to consider when planning a Regional.

In determining if you would be interested in hosting a Regional, we are providing you with the following information for your consideration.

Checklist for Hosting a USCSS© Sanctioned Regional Event

Event Timing

The Regional can be any weekend provided it does not conflict with local groups in the region or other Regional Championships (“Regionals”) that may have a common competitor base.

To allow prospective affiliates plenty of time to plan, it is imperative that an Event Application be filed as soon as a decision is made. We recommend as much as 6-8 months in advance but recognize this may not always be possible.

Also, we recommend filing the *Judges Panel and Class Schedule* at least 6 – 8 months in advance. Even though the class schedule is fairly standardized for a Regional, filing the Judge’s Panel can be an influential consideration by competitors.

Class Schedule Planning

A Regional must have the following class offerings:

- All levels NOT NESTED
- All four element classes -Container, Interior, Exterior, Vehicle
- A minimum of four games offered - More can be offered

Important info about USCSS© regionals

- No qualifying needed to enter a USCSS© regional championship
- All dogs with a valid USCSS© registration number and handlers that are members of USCSS© in good standing are eligible to enter the regional
- Regional championship may run 2-3 days
- Competitors may enter at any level and as many classes as they choose, however to qualify for finals, a competitor must enter all classes at the same level and only one level.
- Novice will be split into Novice A and Novice B for the Regionals
- Multiple dogs may be run as long as in a novel level. Please note that the games classes are not level specific so be sure to run your Titling dog in Games classes first.
- FEO runs will be allowed if space is available
- The five top dogs from each level will compete in the Finals Round for the Regional Championship title.
- Placements 1st - 4th will be awarded in each class
- 1st - 3rd places will be awarded in the finals round
- Q then points then time will determine placements and eligibility to qualify for the top 5 spots in the finals for each level.
- All classes entered MUST be entered in the same level to be eligible for the finals round.
- Regionals are pre-entry preferred. Day of show entries are solely the choice of the hosting affiliate and ONLY if space is available.

Award ceremonies are an important part of a Regional Championship and should be scheduled just like a class. Awards can be made after each class is closed out. For Finals awards could alternatively be made following each level during the running of the final rounds. This can assure an audience for awards and keep the process moving provided it is well orchestrated with coordination of the scorekeeper and awards coordinator. In either case, competitors work hard to achieve top ranking, and they deserve to be given their time on the podium to be honored by their peers and the public.

Information on the Awards Ceremony should be described in the premium, schedule, competitor confirmation, general briefings, etc.

Special Pre-Event Planning

Podium

- Create an awards area in your event site & plan for the podium for competitor award photos.
- A clean backdrop (a wall, trailer, canopy, etc.) to hang the USCSS©-provided event banner is best for photos.
- Create signage for each class - name and 1st through 3rd place.
- If you build a podium stand or boxes (not required), the center, highest position is always 1st place, 2nd place to their right (left when facing the podium) at a lower height, and 3rd place to their left (right side when facing the podium), with the box or stand the lowest height.
- Podium decorations (flowers, shrubs, etc.) are not required, but add a nice touch.

Award Photographs

- Arrange for a designated photographer to take pictures of the top three placements for each final round on the podium.
- Provide the winners list to the photographer, identifying the handler's first and last name, dog, tournament class and placement earned.
- Photos and winners list should be emailed the same day when possible, but no later than 8 a.m. the Tuesday morning following the event to the USCSS© office (easytosptdals@gmail.com).

All photos will be published on the USCSS© website and will be made available to the media and sponsors, if any.

Sound System

The use of a public address or sound system can enhance a show greatly:

- By providing a clear means of communications, it keeps everyone informed, reduces stress and helps maintain the show schedule so people know where they need to be and when.
- Spectators are also informed about what is happening or about to happen.
- Provides a more festive atmosphere if public-appropriate music is played at appropriate times (such

as breaks, or other down-time). Remember to keep the volume at an appropriate level so it doesn't interfere with searches.

- Consider using flyball geek to help with run order and flow of trial.

You will need a person dedicated to announcing for this to work best.

Volunteers and Recruiting

Managing and maintaining volunteers is the single biggest challenge when organizing an amateur sporting event. Some key guidelines are:

- Contact outside organizations, school groups, boy scouts, girl scouts, humane societies, etc. Often small contributions to these types of organizations are greatly appreciated, regardless of the number of people they provide.
- Provide freebies; especially food and beverage. There is a saying in the sports world for volunteers—feed, feed and feed some more.
- Remember to adequately supervise each search area when large numbers of volunteers are used. Judges are hard pressed to take up the slack, as they need to stay focused on judging performances and overseeing course builds.

Spectators

- When hosting spectators, it is necessary to provide for adequate seating, access to a food vendor, and to provide show information. This is equally important for any media personnel that may show up to cover the event. Success of the event and growth of the sport both depend on the event being a positive experience for everyone.

Awards, Publicity and Media Support

Awards

USCSS©-supplied awards - USCSS© will supply the 1st - 3rd Finals awards and they will be sent directly to the show secretary unless an awards chairperson's name and address has been provided to the USCSS© office. Please be sure to:

- Contact the USCSS© office if you have not received the awards at least 3 weeks prior to the event.
- Visually verify that all the awards are correct as to name and placement.
- Visually verify that all the awards are undamaged from shipping

It is good to have the awards on display throughout most of the day, at least on the day they will be awarded, so everyone can see them. A beautiful display of awards will add to the festive vibe of the competition.

To facilitate a smooth awards ceremony—

- Double-check results to make sure they appear correct before presenting awards.
- Ask competitors well in advance of the ceremony to be present at a specific time with dogs for the awards presentation.
- Have the photographer standing by to quickly capture an overall show of 1st through 3rd place winners standing together with dogs for each award division.
- Awards should be laid out in reverse placement order by level to facilitate distribution to recipients (qualifiers to placements, placements in reverse order, with First Place being given last in each level class.)

Publicity and Media Support

Regional events are as important to promoting the sport as they are to determining which competitors will advance to the next round. Because of the “showcase of talent” that Regionals present, it should be expected that spectators and media could be present. Each Regional Championship event must be prepared to:

- Provide booth space of up to 10' x 20' in a good, visible, accessible location for USCSS© and/or its sponsors.
- Prominently hang USCSS© banners in the main performance rings and behind the awards podium.

We encourage Regional organizers to have a visual theme for the event, promoting local culture in a fun way. The award stage may be decorated accordingly but must prominently incorporate the USCSS© logo in some way. Simply send a sketch of your proposal to the USCSS© office for approval.

We also encourage having local media support and cover your event.

Next Step

Ok, if after all of that you are still interested in hosting 2020 USCSS© Regional Championship, please send a proposal as soon as possible, containing the following:

Affiliate(s) Hosting _____

Region _____

Contact Person

▪ Email _____

▪ Cell Phone _____

• Date _____

• Location Name and Address

Amount of Parking _____

Competitor _____

Spectator _____

RV Parking _____

Internet Access _____

• Description of theme to be used _____

• Proposed slate of classes

• Description of surrounding area

• Suitability and adequacy of hotels, restaurants

• Description of accessibility by air or car _____

Number of judges _____

• Other

Please let us know if you have any questions. We are here to help you make your regional event amazing and fun!! We look forward to working with you.

Sincerely,

Julie Sandoval & Daneen Fox

United States Canine Scent Sports©

***Thank you for hosting a USCSS© Regional
Championship!***