

SUBJECT: NATIONAL CHAMPIONSHIPS

Proposed & Approved: 2/10/2001

Revised: 11/3/2006, 10/18/2008, 9/24/2010; Approved: 9/24/2014

Proposed & Approved: 9/25/2015

Proposed & Approved: 11/3/2018

Proposed & Approved: 3/16/2020

GENERAL

As approved in Section 6 of Bowls USA By-Laws, the National Championships Committee shall be a standing committee. As such, the President shall appoint a chairperson for the committee. The following rules, regulations and guidelines, as approved by the National Council, shall cover all National Championships events.

COMMITTEE DUTIES

The Chairperson of the National Championships Committee shall coordinate all administrative functions (except financial) related to the Championships and specifically shall be responsible to:

- Recommend to the Council one or more sites for each year's Championships. Such recommendations should be made as far in advance as possible, but under no circumstance shall such recommendation be less than one year in advance of the tournament.
- *Ensure that each Division notifies him/her of its representatives in the Championships each year, and then provide this information to the appointed Tournament Director.
- *Ensure that the Championships are conducted in accordance with these procedures, and that play is governed by the Rules and Regulations for the National Championships as formed by the Bowls USA Rules Committee and approved by the Council. Any specific changes to the Rules and Regulations and/or any specific local rules that need to be applied, are to be published for contestants at least thirty (30) days prior to the commencement of play.
- *Arrange for announcements on Bowls USA website regarding the Championships.
- Provide notification to Division Secretaries of the site and dates of the Championships.
- Establish liaison with the Council-designated Tournament Director.
- *Collect biographical material on participants and forward it to the Tournament Director.
- Provide to the Tournament Director the Council-approved format governing tie breaking for 1st place in each of the events in the Championships. See Appendix "A"
- Review these procedures annually and recommend proposed changes for subsequent submission to and review/approval by the Council.
- Provide the Tournament Director a means to post daily results online, make a link to the posts available to BUSA and Division webmasters. [Usually via Google Sheets]
- Solicit from the Tournament Director each year a report of his/her impressions of the event along with suggestions for changes to improve the event.

*Denotes activities that may be delegated to the Tournament Director if agreeable to both parties.

TOURNAMENT DIRECTOR

The Councilor of the Host Division is deemed as appointed to the position of Tournament Director by the Council. The Councilor appointed may delegate this authority.

The Tournament Director shall have immediate control of the conditions under which all matches are played,

acting on behalf of Bowls USA Council as the Controlling Body for the Championships. She/he has discretionary authority to depart from these procedures, and the rules and regulations of the National Championships whenever, in his/her judgment, circumstances so warrant. She/he shall coordinate closely with the Host Club, and specifically will be responsible to:

- Prepare a tournament report, including a financial statement, at the conclusion of the event for submission to Bowls USA Secretary. Typical Financial Statement, see Appendix “B”
- Coordinate with the Host Club in arranging coverage of the event by local media.
- Appoint a Tournament Chief Umpire, Head Scorekeeper, and other officials as required.
- Establish the tournament schedule of events and conduct a draw to determine the order of play of contestants. See Appendix “C” for example Schedule of Events
- Send all players an example “Player Information Packet” at least thirty (30) days in advance of the Championship. See Appendix “D” for typical content.
- Conduct a pre-tournament briefing for contestants; distribute colored bowl stickers to the contestants.
- Coordinate with the Host Club in establishing any local rules of play and ensure that these are published to the contestants.
- Coordinate with the Host Club in arranging Opening Ceremonies, an Awards Banquet/Ceremony and other social activities as required.
- Coordinate with Bowls USA Secretary to obtain colored bowls stickers to be given to contestants at registration at the start of the Championships.
- Coordinate with Bowls USA Secretary to obtain pins, plaques, and certificates to be presented to contestants upon conclusion of the Championships. See Appendix “E” for Award Table

BOWLS USA COUNCIL

Bowls USA Council shall provide financial support to the Host Club in accordance with its operating budget as approved. The Tournament Director will be advised of the amount six (6) months in advance of the Championships.

Provide the Tournament Director gift certificates for an engraved set of bowls from the manufacturer of the players’ choice, not to exceed \$450, to each of the winners of the National Championships (men’s and women’s singles, men’s and women’s pairs).

DIVISIONS

Each Division will pay an entry fee of no less than \$50.00 per participant for each event or an increased amount as approved by Bowls USA Council at the annual general meeting. These funds shall be paid directly to the Host Club. Team shirts are the responsibility of the participant’s home division; all shirts must be the same, with collars and sleeves.

HOST CLUB

The Host Club, by extending an invitation and making its facilities available for the Championships, is responsible for planning and execution of all support activities associated with the event. The Host Club will coordinate with the Tournament Director, as appropriate, to accomplish the following:

- Adequately prepare the greens for tournament play. Adopted Championship guidelines recommend a speed of 12 seconds.
- Provide practice time on the green(s) in advance of the Championships.
- Arrange for local publicity.
- Solicit local sponsors to defray tournament costs.

- Arrange for tournament headquarters, hotel/motel availability, and provide for awards banquet/ceremony and other social activities as appropriate.
- Coordinate with Tournament Director for opening ceremonies and for awards presentation at the conclusion of the tournament.
- Provide distinctive scorecards to be used by the contestants in Singles and Pairs events.
- Arrange for morning refreshments for participants.
- Arrange for local transportation between the green(s) and the available accommodations, if necessary.
- Develop and publish a suitable tournament program. Typical Program content, see Appendix “F”
- Provide qualified markers, scoreboards and scorekeepers to assist spectators in following matches.

There are no other mandatory responsibilities for the Host Club. The decision to provide any other amenities is strictly voluntary and the decision to go beyond the minimum requirements is up to the Host Club. Included in this category are complementary lunches for participants.

RULES AND REGULATIONS

100 REQUIREMENTS and OBLIGATIONS for EACH ENTRY

- 100.1** Lawn bowlers wishing to compete in a Divisional Playdown which will determine that Division’s representatives to the National Championships must be:
- 100.1.1** A citizen of the United States;
 - 100.1.2** A Bowls USA member prior to entering the Playdowns;
 - 100.1.3** In good financial standing for all bowls-related obligations;
- 100.2** Lawn bowlers **who win** their Division Playdown must:
- 100.2.1** Certify that they will compete at the National Championships for their Division;
- 100.3** Lawn bowlers **who are the runner(s)-up** in their Division Playdown must:
- 100.3.1** Certify that they will compete at the National Championships for their Division if the winner(s) default.
- 100.4** All entrants are prohibited from entering and competing for more than one Division in that year’s Playdown.
- 100.4.1** Aware that any Playdowns winner(s) who do not fulfill the above requirements may face possible sanctions from their Division.
- 100.5** Failure to meet any of the above requirements **and/or obligations** may result in disqualification from that year’s Playdown and/or National Championship (or in the future).

101 SELECTION and REPORTING of DIVISIONAL ENTRIES

- 101.1** Each Division shall run a Playdown to determine the Division’s singles and pairs representatives. Each Division may use any method of play consistent within these Rules and Regulations.
- 101.2** Each Division shall certify their official singles and pairs entries, including the runner(s)-up, to the National Championships Tournament Director no later than 30 days prior to the opening day of the Championships.

102 SUBSTITUTIONS

- 102.1** During Playdowns, no substitutions shall be permitted once play has commenced.
- 102.2** Before the Championships, if illness or other acceptable reason prevents a singles entry or one or both members of a pairs team from continuing in the competition, substitution will be permitted as follows:
- 102.2.1** **Singles:** The first runner-up in that Division’s Playdowns. If the first runner-up cannot compete, then the Division shall follow the succession of runners-up recorded.

- 102.2.2** **Pairs:** The first runners-up in that Division's Playdowns. If the first runners-up cannot compete, then the Division shall follow the succession of runners-up recorded and/or find another substitute from their Division.
 - 102.2.3** If no runners-up from the Playdowns remain, then that Division will not participate in that discipline and a bye will be recorded.
 - 102.3** **During the National Championships**, substitutions will be allowed if the Division that requires the substitute is able to find another divisional bowler available or willing to play. If that divisional bowler is not available or willing to play, then the alternative option of utilizing the Host Division's pool of substitute players will be considered.
 - 102.4** **Scoring during the National Championships:**
 - 102.4.1** If a singles player or a team must withdraw from play for any reason, determination of scores will be as follows:
 - 102.4.1.1** All of the games of the singles player and/or team's games played shall be expunged and results will be calculated as a bye for their opponents.
 - 102.5** During the National Championships, if a singles player or a team has to leave the green during the course of a game due to illness or some other reasonable cause, and they cannot return within 10 minutes, the defaulting player or team will forfeit the game to their opponent. If the defaulting player or team is able to return to the event for the next scheduled game, they may do so. Otherwise, the player or team must withdraw from the event and 102.4 shall apply.
 - 102.6** **Best Winning Division of the National Championships**

An award will be presented to the Division who has the most wins during the National Championships.

 - 102.6.1** A Division will be awarded 3 points for a game won. If a Division's winning team includes a substitute, the 3 points accrue to the Division for whom the substitute is playing; i.e., when a Northeast Division team with a Northwest Division substitute wins a game, the 3 points accrue to the Northeast Division.
 - 102.6.2** A perpetual plaque will be provided by Bowls USA. The winning Division will have the Division's name engraved onto the plaque for the year that it is won, paid for by Bowls USA.
 - 102.6.3** The winning Division will retain the plaque for the year and must arrange for it to be delivered to the host club to the Opening Ceremonies of the next year's National Championships.
- 103 GENERAL RULES**
- 103.1** The Bowls USA Council shall appoint a specific Councilor from the host Division to be the Tournament Director for the National Championships. The Councilor appointed may delegate this authority.
 - 103.2** No member may play in both the singles and pairs in the National Championships in the same year.
 - 103.3** All bowls used in the National Championships must carry the official ALBA, IBB, WBB or WB stamp or must have a certification from an official bowls tester. Date and serial number must be legible.
 - 103.4** All matters concerning the National Championships, except financial matters, shall be referred to the Tournament Director.
 - 103.5** The Conditions of Play, as described in Appendix A.1 of the Laws of the Sport of Bowls, shall be provided in writing to each Division no less than thirty (30) days prior to the first day of the Championships.
 - 103.6** When any Division that now or in the future qualifies to send two Pairs teams or two Singles players to the National Championships, the two teams from the same Division shall compete against each other in the first game.

- 103.7** All play at the National Championships shall be round robin. All singles games shall be 21 shots. All pairs games shall be 18 ends. All pairs games that are tied after 18 ends must play a one-end roll-off.
- 103.8** No more than two games may be scheduled or played on any given day at the Championships unless playoffs are required. More than two games per day may be scheduled at the Division level for the Playdowns.
- 103.9** There shall be no practice bowls prior to trial bowls on each day of the National Championships.
- 103.10** The winner of each game at the Championships shall be awarded 3 (three) points. No game points are awarded for any game lost.
- 103.11** At the end of round-robin play, if two players or teams are tied for first place, they will play off for the championship.

104 DRESS CODE

104.1 At Opening Ceremonies:

- 104.1.1** All participants must wear white- or cream-colored slacks.
- 104.1.2** Players shall wear their Divisional or coordinated team shirts for the procession.

104.2 During competition:

- 104.2.1** Players shall wear their coordinated team shirts with color coordinated below-the-waist attire. Note: Pairs players may wear long pants or shorts so long as the colors are the same.
- 104.2.2** Footwear must be flat-soled and heel-less. The Tournament Director and/or Controlling Body reserves the right to disallow any specific shoe. Umpires must use their best judgment and not unduly eliminate members from play.
- 104.2.3** Medical footwear may be worn with the approval of the Tournament Director.
- 104.2.4** Advertising is permitted in accordance with Bowls USA Rules and Regulations.

- 104.3** Penalties: If the Controlling Body finds that a player is in **violation of the Dress Code**, the player shall receive a warning. A second offense may result in the loss of a game.

NOTE: No player shall be approached before the day's first match, during a game, or between games about their attire. Rather, the offending player will be notified by the Tournament Director and/or the Controlling Body at the end of play for that day, advised of the specific issue, and a request shall be made to the player to wear appropriate attire for the rest of the tournament.

RAIN POLICY

To the fullest extent possible, all events will be played to conclusion. Rain delays are to be taken only when absolutely necessary. Should a prolonged storm force the early cancellation of an event, the Tournament Director reserves the right to declare champion and runners-up based on the records posted at the time of the event cancellation.

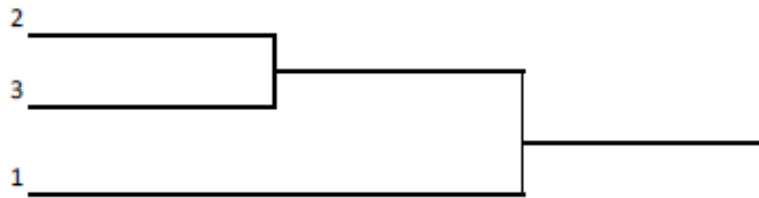
APPENDIX A: TIE-BREAKING PROCEDURES

The length (shots or ends) of play-off games will be announced by the Tournament Director. When possible, full-length games will be played; however, weather and/or time constraints shall allow the Tournament Director to change this condition. If there is a two-way tie, based on match points, there will be a ONE game playoff. In the event of a 3, 4, 5 or 7-way tie, shots FOR and AGAINST the teams in the round robin will be totaled. The team with the highest net shots from that calculation will be seeded #1, the second highest will be seeded #2, etc. If the calculation of the net shots results in a minus, the team with the LEAST MINUS will be seeded ahead of another

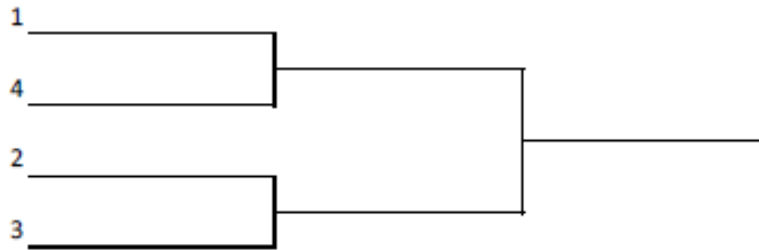
having a greater MINUS. If the calculation of new shots results in a tie, then shots FOR will be divided by the sum of the shots FOR and the shots AGAINST. The resulting higher percentage will be seeded higher. In the unlikely but possible event that this calculation results in a tie, then the results of the head-to-head match during the round robin will determine the higher seed. The seeded teams will play off according to the charts attached to this document.

NATIONAL CHAMPIONSHIPS TIE-BREAKING PROCEDURES

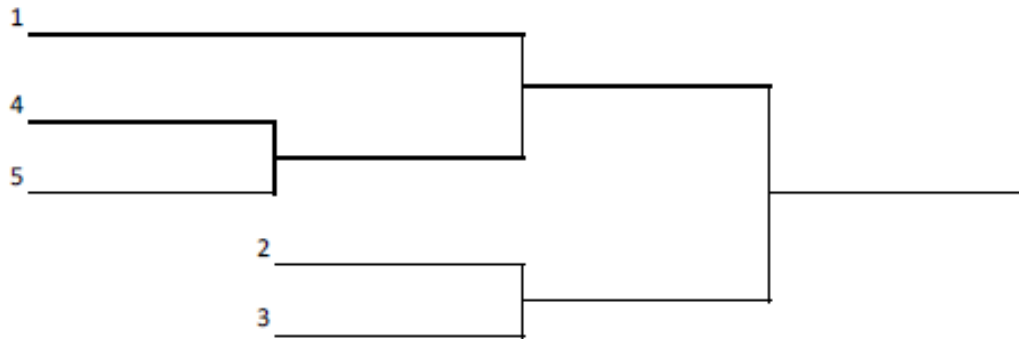
3-WAY TIE



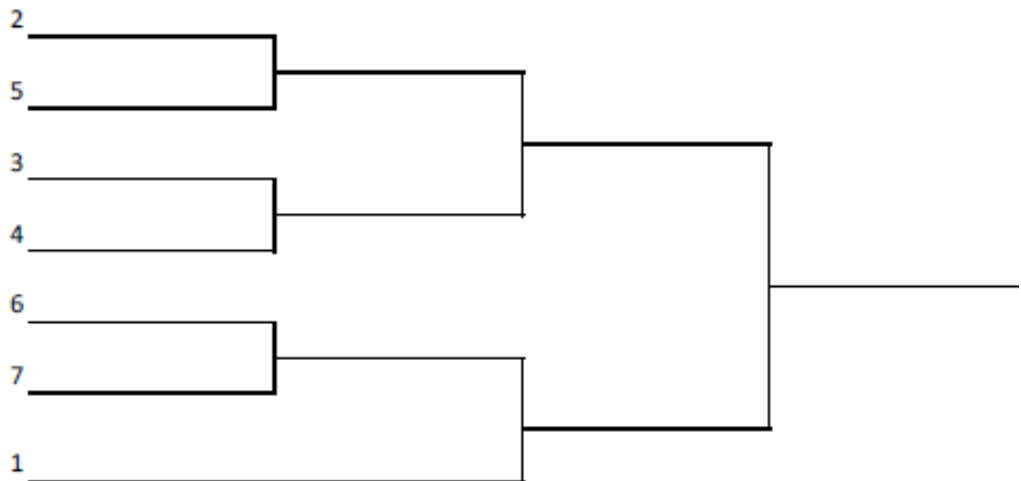
4-WAY TIE



5-WAY TIE



7-WAY TIE



APPENDIX B: TYPICAL FINANCIAL STATEMENT

Income		
	Bowls USA	\$
	Divisions	\$
	Program Advertising	\$
	Sponsorships	\$
	Banquet/Ceremony Guest Tickets	\$
	Reception Guest Tickets	\$
Expenses		
	Host club Greens Expense	\$
	Opening Ceremonies	\$
	Player Reception	\$
	Morning Refreshments	\$
	Afternoon Refreshments	\$
	Player Gift Bags	\$
	Bottled Water	\$
	Staff Lunches	\$
	Printing: Score Cards	\$
	Printing: Program	\$
	Awards Banquet/Ceremony	\$
Net Income (Loss)		\$

APPENDIX C: EXAMPLE SCHEDULE OF EVENTS

- [Date] Practice days, 9:00 AM to 3:00 PM [Date] 9:00 AM – 3:00 PM, Registration, Bowls and Shoes Inspection
- [Date] Opening Ceremony and Parade, 4:00 PM
- [Date] Reception and Cocktail Party, 5:30 PM
- [Date] 8:45 AM trial ends, 9:00 AM begin match play, 2 games
- [Date] 8:45 AM trial ends, 9:00 AM Continue Match Play, 2 games
- [Date] 8:45 AM trial ends, 9:00 AM Continue Match Play, 2 games
- [Date] 8:45 AM trial ends, 9:00 AM Complete Match Play
- [Date] Awards Banquet, 6:00 PM Cocktails, 7:00 PM Dinner, 8:00 PM Awards
- [Date] 6:00 PM Awards Banquet
- [Date] Rain date

APPENDIX D: TYPICAL PLAYER INFORMATION PACKET

Congratulatory message

Schedule of Events

Meal arrangements

Awards Banquet details

Dress code for Opening Ceremonies (white pants, white shirt with division blazer or team shirts)

Accommodation arrangements

Photography waiver/release

(i.e. Please be advised that photos and video will be captured during this event. Unless advised otherwise, Bowls USA assumes that you consent to such recording and media and its releases, publications or reproduction to be used by Bowls USA for news, web and promotional purposes.)

Request for bio and picture

Conditions of Play (should be in the hands of the players thirty days in advance of the Championships)

APPENDIX E: AWARD TABLE

Winners of Men's and Women's Singles and Pairs (6 players) receive:

- Notification from Bowls USA Executive Committee that they are entitled to order a set of bowls from the manufacturer of their choice. Winners will be asked to submit receipt for reimbursement.
- Personalized "Champions" certificate (mounted on a plaque) recognizing their accomplishment (names will have to be inscribed after the competition but in time for the awards banquet).
- National Championship gold medal
- BUSA pin (if first-timer) and gold 2018 dangler

Runners-up of Men's and Women's Singles and Pairs (6 players) receive;

- 1) National Championship silver medal
- 2) BUSA pin (if a first-timer) and silver 2018 dangler

All participants receive:

- Certificate of accomplishment mounted on a plaque
- BUSA pin (if a first-timer) and a 2018 dangler
- National Championship medal

APPENDIX F: TYPICAL PROGRAM CONTENT

Cover: Graphic design usually provided by BUSA

Bowls USA Presidents message

Division President's Welcome Message & list of Division Officers

Acknowledge Tournament Committee

Acknowledge Host Club Committees

List Sponsors

Schedule of Events

Opening Ceremony Agenda

Player bios & pictures by division

Advertisements (Common practice to sell advertising in the program to help offset costs – typical rates are; \$50 quarter page, \$100 half page and \$200 full page, \$250 inside covers. Individual sponsors, usually \$50, will be acknowledged.)

If unexpected events occur during the course of the tournament that dictate making a change in this procedure, it shall be at the sole discretion of the Tournament Director.