



UCWDC® EVENT REPORTING POLICY

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1. INTRODUCTION

The United Country Western Dance Council® is inspired by the vision of a thriving global dance community featuring a world-class competition circuit and a Championship event on every continent in addition to the longstanding Country Dance World Championships®. The UCWDC® oversees the largest competition circuit for country dance in the world, including partner and line dance styles. Our mission is to provide our members with the structure, tools, education, and support they need to thrive in our circuit.

1.1 Purpose

The purpose of this policy is to establish guidelines for our regional events for reporting at our general council meetings. Event reporting procedure will support our general council in being informed about our regional events and therefore the general council will have a better fundament to discuss sanctioning issues. Furthermore, having regular updates about our regional events will help the general council to better understand our market, detect trends, and serve our different members.

1.2 References

In accordance with Article 23.12 of the current UCWDC Bylaws: All Sanctioned and Licensed Affiliate Events and their directors shall be subject to Review and Evaluation on an annual basis to ensure that the Council standards, ethics and procedures are being followed in their entirety and that the event and its director continues to be of the highest quality.

In accordance with Article 23.13 of the current UCWDC Bylaws: Fully Sanctioned or Licensed Affiliate Events will be reviewed at the next Council meeting, as outlined in the current Policies and Procedures Manual, regardless of whether or not the event director is present.

2. GENERAL REPORTING GUIDELINES

All Sanctioned and Licensed Affiliate Events and their directors are subject to review and evaluation on an annual basis (Bylaws 20, 12). During each general council meeting, being held in February and September information regarding sanctioned regional events should be provided by the majority event director. Data that can be retrieved from the 1Step report will be extracted directly and made accessible to the council by the data manager. These data include:

1. Regional event name
2. Number of dance entries
3. Number of competitors
4. Largest division
5. Competing couples
6. Competing ProAm
7. Competing line dancers
8. Competing teams
9. Contest staff

Member Events from February to August provide their report at the General Council Fall meeting in September. Member Events from September to January provide their report at the General Council Spring meeting.



Each majority event director shall add the following information:

10. Number of spectators
11. Has your event grown since last year
12. Any other competition offered
13. Event theme, if applicable
14. How do you attract new associate members
15. Individual feedback

The information can be forwarded to the secretary with a fillable document provided by the council.

3. REPORTING PROCEDURE

1. A fillable reporting form for those events to be reviewed, including Provisionally Sanctioned Events, or Licensed Affiliate Event shall be distributed to the Majority Event Director twenty-five (25) calendar days prior to the first day of the General Council meetings by the Secretary.
2. Each Event shall submit the fillable report form (7) calendar days after to the last day of the General Meetings to the Secretary.
3. Each report will be included in the minutes of the General Council meeting.

END OF POLICY