

January 23, 2016

Unit 163 Special Events Guide

Purpose: Define roles for successfully planning and executing special events within Unit 163.

An ACBL list of special event opportunities is listed in an attached document. This is a valuable resource for managers.

Duties and responsibilities of the Special Events Coordinator:

1. Communicate with owners and managers about unit championships, NAP and GNT games, charity opportunities, and other special game opportunities.
2. Schedule the unit championship games in a fair and timely manner.
3. Work with the tournament committee to align goals and objectives for special games. Report to the board at each board meeting about these goals and, specifically the NAP and the GNT games.
4. Communicate with the district Special Games Coordinators.

Duties and responsibilities of the unit Secretary/treasurer: Maintain the master calendar of events for the unit. Reimburse club managers for GNT and NAP games. Pay district fees for GNT and NAP games.

Procedures for Unit Championship Games and Unit Fund Games

1. Each unit is allocated 24 unit championship sessions per year. These can be held at local clubs or they can be used by the unit for a special event, perhaps combining two sessions. The unit is also allowed four unit fund games per year. In 2016, two unit fund games will be used for an awards ceremony on Feb. 27. In 2016, unit fund games award 81.8% sectional tournament awards. They can be used anytime during the year and are scheduled by the special events coordinator. The first of a fund game needs to go to an ACBL charity. The second can go to a local charity.
2. When allocating these events, consideration should be given to seasonal clubs in Unit 163, the number of clubs meeting on each day of the week, and special events such as NAP, STaC, and Unit 163 sectional and Unit 14 regional tournaments. At this time, not many clubs hold the GNT games, so doubling up the unit championship games during the GNT months is probably not a consideration. October is often avoided for unit championship games because of the club appreciation game opportunities that month.
3. The procedure in allocating and sanctioning these games should be: Begin late in the year preceding the year the games are to be scheduled. Take into consideration the special events already held in certain months and all sectional tournament dates. Determine if all 24 games are to be allocated to clubs or if some should be designated for a special unit event. Determine the frequency of unit club play on certain days of the week and allocate more to the days of the week in which most unit clubs hold games. These are called split-site unit championship games. Send the dates to all managers/owners for their review and approval. Sanction the games with ACBL. There is no waiting period on the sanctions. Send the final list of unit games to all managers/owners with appropriate sanction numbers.

Other informational details about Unit championship games: These games pay 63.6% sectionally rated black points and cost each club \$1.25 extra per table. Most clubs hold these games because the cost is minimal and the reward is good.

Information about NAP and GNT Games

GNT and NAP games were designed to begin at the club level and qualify players to compete at the unit (optional), district, and national level. Prize money is awarded at the district level to subsidize the expenses of going to a national tournament where they represent our unit.

The NAP games are pair games and the district winners go on to compete at the spring nationals. The GNT games are team games and the district winners go on to compete at the summer nationals. The club level NAP games are held during the months of June, July and August. The GNT games can be held from September until the district event which is usually in May. Each pair in a NAP game must be scheduled to play at least 21 boards.

1. No special sanction is required for either GNT or NAP games.
2. Many of the clubs in Unit 163 do not hold the GNT games. About half hold the NAP games. The Special Events Coordinator should educate manager/owners and encourage clubs to participate.

Procedure for NAP

1. North American Pair games may be scheduled during June, July, and August. They are 50/50 red and black points and rated 81.8% of sectional tournament rates. Clubs may hold two each month during June, July and August. They are scheduled by the club manager. At the club level, each pair must be scheduled to play at least 21 boards.
2. Unit 163 has a policy that the second game of the month is subsidized by unit funds. In 2015, the unit treasurer reimbursed the clubs \$4 per table for the second game of the month for NAP. This was calculated and completed at the end of the NAP season. This subsidy is unique to unit 163. It is done to encourage clubs to hold the NAP games. About 1/2 of the clubs take advantage of this. Those not participating in 2015 were Clinton, Burlington, Mt. Pleasant (2 clubs), day clubs in Cedar Rapids/ Marion (3), Waterloo/Cedar Falls (4), Mason City and Mt. Pleasant (2 clubs). Club managers pay \$4.00 per table to the ACBL for NAP games. NAP games are stratified Open, <2500, Non life master <500.
3. Club managers are instructed to send the list of qualifiers to Diane Henson diane.henson@gmail.com Club managers receive instructions on how to do this using the ACBL score program.
4. In 2015, district awards were set at \$4,700 for the winners. The subsidy is zero for 1st place, \$200 for each 2nd place winner and \$350 for each 3rd and 4th place winner. The combined ACBL/D14 awards are: \$700(from ACBL) for 1st in C, B, and A. \$500 (\$300 from ACBL and \$200 from D14) for 2nd in C,B, and A, \$350 (from D14) for 3rd in C, B, and A and \$350(from D14) for 4th in C and B. The \$4700 breaks down as \$1200 for 2nd place, \$2100 for 3rd place and \$1400 for 4th place winners.
5. In addition, there are unit incentives. Unit 163 allocates \$500 per year for players earning the trip to the NAP national competition. Individual awards are a minimum of \$100 and a maximum of \$250.

6. In 2015, an incentive program was implemented by the district. According to District 14 minutes a STaC game is to be scheduled in Sept. 2016 and that is to be used to promote and publicize the NAP district final.
7. The Special games coordinator will educate the managers about the value of holding these NAP games and the procedure in making payments.

Procedure for GNT

1. GNT games are also scheduled by the club manager. They are much less popular than the NAP games. Managers say that team games are hard to run and that their players have no incentive because the members are not interested in the district and national competition. The GNT games award 50/50 red/black and 81.8% sectionally rated. Less than half of Unit 163 clubs hold these games. GNT stratifications are AX (open), A Under 6000, B under 2500, C under 500 and not a life master.
2. In June, 2015, Mike Cassel (the district GNT coordinator) reported that “the GNT’s in district 14 were failing.” A concerted effort to run more Grass Roots fund games was implemented at the summer district meeting. The Grass Root funds stay in District 14 and are used to supplement the GNT, NAP awards. At that time, awards were set for 2016-2018 at \$8000 for the GNT winning teams. Per District 14 summer, 2015, meeting minutes, District 14 will hold a STaC in the second week in September to promote the grass roots events and publicize the NAP district final and kick off the start of the GNT season. District 14 sectionals are strongly encouraged to hold two regional-rated silver point charity games at each sectional for the benefit of the Grass Roots fund. If these events are not run, fees for the regional tournaments paid to the district will be increased to \$1.50 per table. Only two sessions per year of the charity events for the Grass Roots Fund at tournaments are required to avoid this penalty.
3. Club managers are instructed to send the qualifiers to the district coordinators. Mike Cassell, mc2mikec@aol.com is the district GNT coordinator. In 2015, the district coordinator started mailing e-mail messages to qualifiers.
4. Mike, then, bills the secretary/treasurer for the unit contribution. The payment is made at or before the district final.
5. The district is designating \$8,000, \$2,000 per team, one from each flight: Flight C, Flight B, Flight A and Open. These awards will be consistent from 2016-2018.
6. Unit 163 also allocates \$1000 for the representatives who go on to the national competition. These awards are a minimum of \$200 and a maximum of \$500 per individual.
7. The unit special events coordinator will educate the board members and the club manager about the opportunities and requirements for GNT games.
8. The unit pays \$5 per table to District 14 for the GNT games. The unit treasurer sends a bill of \$2.75 per table to the clubs running the GNT games. The ACBL sends a bill to District 14, which then passes that bill to the Unit 163 treasurer, who then asks for payment from the clubs.
9. A unit final is optional. It does pay gold points, but has not found support in Unit 163.

Other Special Games: Clubs get a club championship every quarter, a membership game once a year, a club appreciation pair game in October and a team appreciation game in October. These do not cost the club managers extra. The special events coordinator should remind and encourage the clubs to run these

games. The club appreciation team game is unique in that it pays gold points at the club level. Managers schedule all these special games.

Each sanctioned club is allowed two ad hoc games which can be held at a non-session time. (For instance for a New Year's Eve party).

Charity EventsIn 2015, the membership committee made it a goal to have more charity events in Unit 163. Phil Cummins and Barbara Skogman volunteered to be on a subcommittee for this purpose. Phil researched some of the guidelines and presented them to board members late in 2014. He divided our charity efforts into three categories.

Club level: At the club level, months are designated for certain ACBL charities. In 2015, January was Junior fund month. April is charity month, using a choice of ACBL charities. May was Grass Roots Fund month and September was International Fund month. All sanctioned club games could be special games for the named funds in those designated months. In the remaining eight months, one game per month could be designated for one of the ACBL funds. The club may designate a local charity, if it has met the requirement for one ACBL fund. The club may not hold more local charity games than ACBL fund games. The cost is \$4 per table, plus \$1.25 per game and \$.74 a table. The \$4 goes to the charity, ACBL or local. These games were 63.6% sectional-rated in 2015.

Unit level: The unit can hold four unit-wide fund events. The first and third need to be held for an ACBL charity and the second and fourth can be for a local charity. The unit can also hold two charity events at each sectional tournament, with 40% point enhancement and half red points offered. That charity needs to be one of the ACBL fund games, preferably, the one specified as the monthly charity.

There are additional charity opportunities like The Longest Day, the ACBL wide event raising funds for Alzheimer's. This is held on the ACBL designated date in June. Unit 163 has had participants each of the first three years.

Every three years several districts are designated to receive \$ 30,000 in charity grants. There can be no more than five separate grants made to a qualified 501(c)3 organization. The year for District 14 to participate in this is 2017. Funds not used by the district are returned to the ACBL general fund. Request for these funds are made to the district director. Units or groups must submit requests to the district director. The district board then allocates the grant money.

The Special Events Coordinator should work with the membership committee on specific charity projects.

Submitted by MaryAnn Boardman, Special Events Coordinator, January, 2016