



**2024 DIVISION I  
ROWING  
CHAMPIONSHIPS**

**BETHEL, OH** • Marietta College and  
Cincinnati USA Sports Commission, Hosts

***PARTICIPANT  
2023-24 MANUAL***

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## Section 1 - Introduction/Welcome

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On behalf of the NCAA Divisions I, II and III Women's Rowing Committees, thank you for being an important part of the 2024 NCAA Divisions I, II and III Women's Rowing Championships.

Administration of the NCAA Divisions I, II and III Women's Rowing Championships is under the direction of the NCAA Divisions I, II and III Women's Rowing Committees. The hosts play an integral part in the successful administration of the championships.

This manual is designed to use in conjunction with, not in place of, the respective divisional NCAA Women's Rowing Pre-Championship Manual, which provides more general policies for the administration of the championship.

### ***Championship Websites***

For more information about the Divisions I, II and III Women's Rowing Championships please visit the following links:

[www.ncaa.com/sports/rowing/d1](http://www.ncaa.com/sports/rowing/d1)

[www.ncaa.com/sports/rowing/d2](http://www.ncaa.com/sports/rowing/d2)

[www.ncaa.com/sports/rowing/d3](http://www.ncaa.com/sports/rowing/d3)

For onsite information visit:

<https://discoverclermont.com/ncaarowing>

## Section 2 - NCAA Mission Statement

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The core purpose of the NCAA is to govern competition in a fair, safe, equitable and sportsmanlike manner, and to integrate intercollegiate athletics into higher education so that the educational experience of the student-athlete is paramount.



## Section 3 - NCAA Committees/ Staff

### ***Division I***

<b><u>Region 1</u></b> <b>Wesley Ng</b> Head Women's Rowing Coach University of Pennsylvania Email: <a href="mailto:ngwesley@upenn.edu">ngwesley@upenn.edu</a>	<b><u>Region 2</u></b> <b>Kerri Brace</b> Head Women's Rowing Coach Canisius University Email: <a href="mailto:brace1@canisius.edu">brace1@canisius.edu</a>
<b><u>Region 3</u></b> <b>Tim Wise</b> Sr. Associate Athletics Director University of Notre Dame Email: <a href="mailto:twise2@nd.edu">twise2@nd.edu</a>	<b><u>Region 4</u></b> <b>Jessica Reo</b> Executive Sr. Associate Athletics Director/SWA Temple University Email: <a href="mailto:jessica.rea@temple.edu">jessica.rea@temple.edu</a>
<b><u>Region 4</u></b> <b>Justin Price</b> Head Women's Rowing Coach Rutgers University Email: <a href="mailto:jprice@scarletknights.com">jprice@scarletknights.com</a>	<b><u>Region 5</u></b> <b>Jamie Breslin</b> Sr. Assoc. AD-Facilities, Ops and Events Stanford University Email: <a href="mailto:jbreslin@stanford.edu">jbreslin@stanford.edu</a>
	<b><u>Region 5</u></b> <b>Thad Satre, Chair</b> Sr. Associate Athletic Director – Compliance Loyola Marymount University Email: <a href="mailto:thad.satre@lmu.edu">thad.satre@lmu.edu</a>

### ***Division II***

<b><u>EAST REGION</u></b> <b>Jen McKillop, Chair</b> Associate Athletics Director/SWA Franklin Pierce University Email: <a href="mailto:McKillopj@franklinpierce.edu">McKillopj@franklinpierce.edu</a>	<b><u>SOUTH REGION</u></b> <b>Frank Gonzalez</b> Associate Director of Athletics Barry University Email: <a href="mailto:fgonzalez@barry.edu">fgonzalez@barry.edu</a>
<b><u>WEST REGION</u></b> <b>Matt Weise</b> Head Women's Rowing Coach Humboldt State University Email: <a href="mailto:Matthew.Weise@humboldt.edu">Matthew.Weise@humboldt.edu</a>	



### ***Division III***

<b><u>NEW ENGLAND</u></b> <b>Tessa Spillane</b> Wellesley College Head Rowing Coach E-mail: <a href="mailto:tspillan@wellesley.edu">tspillan@wellesley.edu</a>	<b><u>MID-ATLANTIC</u></b> <b>Anthony Berich</b> Director of Athletics & Recreation Stockton University E-mail: <a href="mailto:Anthony.berich@stockton.edu">Anthony.berich@stockton.edu</a>
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<b><u>At-Large (Mid-Atlantic)</u></b> TBD	<b><u>NEW YORK</u></b> <b>Liz Dennison</b> Associate Director of Athletics/SWA William Smith College E-mail: <a href="mailto:dennison@hws.edu">dennison@hws.edu</a>

### ***NCAA Staff***

<b>NCAA Operations (Division I)</b> Zach Christopher Assistant Director of Championships and Alliances Cell: 317-319-8740 Email: <a href="mailto:zchristopher@ncaa.org">zchristopher@ncaa.org</a>	<b>NCAA Operations (Divisions II &amp; III)</b> Alexander Mortillaro Assistant Director of Championships and Alliances Cell: 317-760-0808 Email: <a href="mailto:amortillaro@ncaa.org">amortillaro@ncaa.org</a>
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<b>Liz Jenista</b> NCAA Chief Referee of Championships Email: <a href="mailto:ejenista@gmail.com">ejenista@gmail.com</a>	<b>Jason Moody</b> President Charles River Timing dba Regatta Timing Cell: 617-821-6794 Email: <a href="mailto:admin@regattatiming.com">admin@regattatiming.com</a>
<b>AJ Dominique III</b> <b>NCAA Championship Regatta Director</b> Cell: 225-335-2924 Email: <a href="mailto:ajdominique@discoverclermont.com">ajdominique@discoverclermont.com</a>	





## Section 4 – Host Personnel

### HOST STAFF

<b>AJ Dominique III</b> <b>NCAA Championship Regatta Director</b> Clermont County CVB Cell: 225-335-2924 Email: <a href="mailto:ajdominique@discoverclermont.com">ajdominique@discoverclermont.com</a>	<b>Jackie Reau</b> <b>Game Day Communications</b> CEO Office: 513-708-5822 Email: <a href="mailto:jreau@gamedaypr.com">jreau@gamedaypr.com</a>
<b>Jeff Blom</b> <b>President</b> Clermont County Convention and Visitors Bureau Cell: 513-225-3288 Email: <a href="mailto:jblom@discoverclermont.com">jblom@discoverclermont.com</a>	<b>Shelley Delaney</b> <b>Sports Sales Manager</b> Visit Cincy Office: 513-479-1457 Email: <a href="mailto:sdelaney@visitcincy.com">sdelaney@visitcincy.com</a>
<b>Sarah Gleason</b> <b>Volunteer Coordinator</b> Clermont County Convention and Visitors Bureau Cell: 513-582-7190 Email: <a href="mailto:sgleason@discoverclermont.com">sgleason@discoverclermont.com</a>	<b>Larry Hiser</b> <b>Director of Athletics</b> Marietta College Cell: 740-236-0005 E-mail: <a href="mailto:lrh001@marietta.edu">lrh001@marietta.edu</a>
<b>Tony Romano</b> <b>On-Site Primary Medical Contact</b> US Safety Cell: 513-615-7100	

### ***Marietta College***

Industry leaders, educated citizens, difference makers - Pioneers.

For nearly two centuries, Marietta College has stood as the beacon on the hill for young adults seeking to better their lives and to turn their life's passions into actionable good in the world. Marietta provides students with a quality liberal arts education at an affordable price. The College offers more than 40 undergraduate programs, including one of the best liberal arts-based Petroleum Engineering curriculums in the nation and an Education program that boasts a 100 percent job placement for its graduates. The College also offers graduate programs in Physician Assistant (PA) Studies, Sustainability Leadership, and Psychology.

At Marietta, students learn from talented faculty members who are respected in their fields and wholly dedicated to teaching the next generation of leaders. These professors share their knowledge with students and challenge them to develop their skillsets through serious research, experiential opportunities, and internships. Every student completes Marietta's rigorous General Education Curriculum, which builds strong communication skills and exposes students to new ideas and interests.



More than 25,000 living members of The Long Blue Line proudly support their alma mater and help current students gain internships and connections into their chosen industries. This support, in addition to the vibrant growth on campus, is one of the reasons why The Chronicle of Higher Education named Marietta College one of the Great Colleges to Work For.

### ***Clermont County Convention and Visitors Bureau***

The Clermont County Convention and Visitors Bureau is a professional destination marketing and sales organization, whose mission is to strengthen the community by generating economic growth and vitality through tourism, overnight stays and encouraging visitor spending in the local tourism economy. For more information, visit [discoverclermont.com](http://discoverclermont.com)

Harsha Lake at East Fork State Park has a long history of hosting competitive water sport competitions, dating back to the early 1980's. Regattas regularly took place in the 1980's & 1990's, including the National Collegiate Rowing Championship for more than five years in the 1990's.

Recent major regattas hosted include:

- Mid-American Collegiate Rowing Association Championship (MACRA)
- 2016-2024 Midwest Junior Rowing Championship
- 2009 USRowing Youth National Championship
- 2015, 2016, 2017 and 2019 USRowing National Championships
- 2022 Big Ten Invitational
- 2023 USRowing Summer National Championships

Competitor attendance rose each year the USRowing Nationals were hosted, with a record-setting year of over 1,700 entries in 2017. Spectator attendance for the past three (3) years at USRowing's National Championships was estimated to be 1,000 individuals per day.

The Clermont County CVB is also working to grow the watersports hosted on the lake, such as hosting the 2022 American Canoe and Kayak Sprint National Championships.

### ***Visit Cincy***

Visit Cincy connects the Cincinnati region's people and experiences with visitors and meeting attendees from around the world. The destination marketing organization is supported by nearly 500 businesses that join together in making Cincinnati, Hamilton County, and the Cincy region a world-class destination by offering their services, attractions, and facilities to visitors, meeting planners, and convention attendees. For more information, go to [VisitCincy.com](http://VisitCincy.com).



## Section 5 - Checklist

### ***Participating Institution Checklist***

This checklist is arranged in chronological order to be of assistance as you prepare for the championship.

- \_\_\_\_\_ **5 p.m. ET, Tuesday, May 14:** Division III Selection show announcement on [www.ncaa.com](http://www.ncaa.com). Following the show, those teams which are selected will receive a memo via email regarding next steps in their preparations.
  
- \_\_\_\_\_ **4 p.m. ET, Wednesday, May 15:** Division III call with participating institutions.
  
- \_\_\_\_\_ **5 p.m. ET, Tuesday, May 21:** Division II Selection show announcement on [www.ncaa.com](http://www.ncaa.com). Following the show, those teams which are selected will receive a memo via email regarding next steps in their preparations.
  
- \_\_\_\_\_ **4 p.m. ET, Wednesday, May 22:** Division II call with participating institutions.
  
- \_\_\_\_\_ **5 p.m. ET, Tuesday, May 21:** Division I Selection show announcement on [www.ncaa.com](http://www.ncaa.com). Following the show, those teams which are selected will receive a memo regarding next steps in their preparations.
  
- \_\_\_\_\_ **1 p.m. ET, Wednesday, May 22:** Division I call with participating institutions.
  
- \_\_\_\_\_ Make official travel party arrangements through the NCAA travel service, Short's Travel, at 866-655-9215. If required to travel by bus, see travel information.
  
- \_\_\_\_\_ **5 p.m. ET, Thursday, May 23:** Deadline for all teams to provide their assigned hotels with a rooming list.
  
- \_\_\_\_\_ An email will be sent with instructions on creating a registration to input team roster, line-ups, along with other mandatory championship questions. This information is due by **5 p.m. ET, Thursday, May 23.**
  
- \_\_\_\_\_ **By 5 p.m. ET, Thursday, May 23:** Deadline for teams to confirm their blade designs as shown at [www.oarspotter.com](http://www.oarspotter.com) is correct. See the end of Section 7 for details.
  
- \_\_\_\_\_ **By 5 p.m. ET, Friday, May 24:** [Elite 90](#) submission deadline for Divisions II and III Women's Rowing Championships. (see Elite 90 section in this manual for more information).
  
- \_\_\_\_\_ **By 5 p.m. ET, Monday, May 27:** [Elite 90](#) submission deadline for Divisions I Women's Rowing Championships. (see Elite 90 section in this manual for more information).



## Section 6 - Schedule of Events

### ***2024 NCAA DIVISIONS I, II AND III WOMEN'S ROWING COMPETITION SCHEDULE***

***\*ALL TIMES ARE EASTERN***

#### **TUESDAY, MAY 28**

Noon	Trailers begin to arrive.
Noon	NCAA Committee and Host Regatta Management Meeting/Walkthrough
7 p.m.	Park closes for trailer drop-off
8 p.m.	NCAA Virtual coaches and coxswain meeting

#### **WEDNESDAY, MAY 29**

8 a.m.	Park opens
10 a.m. - 7 p.m.	Team Packet Pick up
Noon - 7 p.m.	Boat scale available for test weighing at the finish area
1 p.m. - 4:30 p.m.	Head Official available for coxswain questions
3 - 7 p.m.	Course available for practice.
8:30 p.m.	Officials meeting – at hotel.

#### **THURSDAY, MAY 30**

5:30 a.m.	Park opens for teams.
7 - 8:30 a.m.	Head Official available for coxswain questions at the finish area
7 a.m. - Noon	Boat scale available for test weighing
7 - 10 a.m.	Course available for practice.
Noon – 1:30 p.m.	Pre-championships coaches administrative meeting via Teams webinar.
1:30-2:45 p.m.	Coaches administrative meeting and divisional breakout sessions
3 - 7 p.m.	Boat scale available for test weighing
3:30 - 7 p.m.	Course available for practice.



**2024 NCAA WOMEN'S ROWING  
COMPETITION SCHEDULE**

**FRIDAY, MAY 31**

Time	Division	Event
5:30 a.m.	All Divisions	Park opens for teams
6:12-11 a.m.	All Divisions	Coxswain weigh-in available
6:30-7:30 a.m.	All Divisions	Course open for practice
*7 a.m.	All Divisions	Latest teams can launch for practice
7:12 a.m.	All Divisions	Course open for race warm-up
8:12 a.m.	Division III	II Eights Heat 1
8:24 a.m.	Division III	II Eights Heat 2
8:36 a.m.	Division III	I Eights Heat 1
8:48 a.m.	Division III	I Eights Heat 2
9 a.m.	Division II	Eights Heat 1
9:12 a.m.	Division II	Eights Heat 2
9:24 a.m.	Division II	Fours Heat 1
9:36 a.m.	Division II	Fours Heat 2
9:48 a.m.	Division I	I Eights Heat 1
10 a.m.	Division I	I Eights Heat 2
10:12 a.m.	Division I	I Eights Heat 3
10:24 a.m.	Division I	I Eights Heat 4
10:36 a.m.	Division I	II Eights Heat 1
10:48 a.m.	Division I	II Eights Heat 2
11 a.m.	Division I	II Eights Heat 3
11:12 a.m.	Division I	II Eights Heat 4
11:24 a.m.	Division I	Fours Heat 1
11:36 a.m.	Division I	Fours Heat 2
11:48 a.m.	Division I	Fours Heat 3
Noon	Division I	Fours Heat 4
12:30 p.m.	All Divisions	Committee Meeting (each division will meet separately)
12:45 p.m.	All Divisions	Regatta Director/Committee Chairs' Meeting
2:48 p.m.	All Divisions	Course open for race warm-up
3:48 p.m.	Division III	II Eights Repechage
4 p.m.	Division III	I Eights Repechage
4:12 p.m.	Division II	Eights Repechage
4:24 p.m.	Division II	Fours Repechage
4:30 – 6 p.m.	All Divisions	Course open for practice (or immediately following the final race)
4:30 p.m.	All Divisions	Committee Meeting (each division meets separately)
5 p.m.	All Divisions	Regatta Director/ Committee Chairs' Meeting
*5:30 p.m.	All Divisions	Latest teams can launch for practice



**2024 NCAA WOMEN'S ROWING  
COMPETITION SCHEDULE**

**SATURDAY, JUNE 1**

Time	Division	Event
5:30 a.m.	All Divisions	Park open for teams
6:12-11 a.m.	All Divisions	Coxswain weigh-in available
6:30-7:30 a.m.	All Divisions	Course open for practice
*7 a.m.	All Divisions	Latest teams can launch for practice
7:12 a.m.	All Divisions	Course open for race warm-up
8:12 a.m.	Division I	I Eights C/D Semifinals
8:24 a.m.	Division I	I Eights C/D Semifinals
8:36 a.m.	Division I	I Eights A/B Semifinals
8:48 a.m.	Division I	I Eights A/B Semifinals
9 a.m.	Division I	II Eights C/D Semifinals
9:12 a.m.	Division I	II Eights C/D Semifinals
9:24 a.m.	Division I	II Eights A/B Semifinals
9:36 a.m.	Division I	II Eights A/B Semifinals
9:48 a.m.	Division I	Fours C/D Semifinals
10 a.m.	Division I	Fours C/D Semifinals
10:12 a.m.	Division I	Fours A/B Semifinals
10:24 a.m.	Division I	Fours A/B Semifinals
10:36 a.m.	Division III	II Eights Petite Final
10:48 a.m.	Division III	II Eights Grand Final
11 a.m.	Division II	Fours Petite Final (places 5-6)
11:12 a.m.	Division II	Fours Grand Final (places 1-4)
11:24 a.m.	Division III	I Eights Petite Final (places 7-8)
11:36 a.m.	Division III	I Eights Grand Final (places 1-6)
11:48 a.m.	Division II	II Eights Petite Final (places 5-6)
Noon	Division II	II Eights Grand Final (places 1-4)
12:45 p.m.	Division III	** Awards Ceremony
1 p.m.	Division II	** Awards Ceremony
1:30 p.m.	Division I	Committee Meeting
2 p.m.	Division I	Regatta Director/ Committee Chair Meeting
3-5 p.m.	Division I	Course open for practice
*4:30 p.m.	Division I	Latest teams can launch for practice

*\*\*Division II/III Awards will start approximately 40 minutes following the last race of the day.*



**2024 NCAA WOMEN'S ROWING  
COMPETITION SCHEDULE**

**SUNDAY, JUNE 2**

Time	Division	Event
5:30 a.m.	Division I	Park open for teams
6:12-9:24 a.m.	Division I	Coxswain weigh-in available
6:30-7:30 a.m.	Division I	Course open for practice
*7 a.m.	Division I	Latest teams can launch for practice
7:12 a.m.	Division I	Course open for race warm-up
8:12 a.m.	Division I	Fours D Final (places 19-22)
8:24 a.m.	Division I	Fours C Final (places 13-18)
8:36 a.m.	Division I	II Eights D Final (places 19-22)
8:48 a.m.	Division I	II Eights C Final (places 13-18)
9 a.m.	Division I	I Eights D Final (places 19-22)
9:12 a.m.	Division I	I Eights C Final (places 13-18)
9:24 a.m.	Division I	Fours Petite Final (places 7-12)
9:36 a.m.	Division I	Fours Grand Final (places 1-6)
9:48 a.m.	Division I	II Eights Petite Final (places 7-12)
10:00 a.m.	Division I	II Eights Grand Final (places 1-6)
10:12 a.m.	Division I	I Eights Petite Final (places 7-12)
10:24 a.m.	Division I	I Eights Grand Final (places 1-6)
11:00 a.m.	Division I	**Awards Ceremony

*\*\*Division I Awards will start approximately 40 minutes following the last race of the day.*



## ***Coaches Meeting***

The NCAA Divisions I, II and III Women's Rowing Committees will conduct a mandatory pre-championships virtual meeting with all the participating coaches to review championship procedures and policies. Team administrators are highly encouraged to attend.

This joint meeting is scheduled to begin at noon Eastern time, Thursday, May 30, via Microsoft Teams (link and meeting information below). Three divisional breakout meetings will take place following the all-divisions coaches meeting via Teams breakout sessions.

[Click here to join the meeting](#)

The lineup submitted through the online system will be printed Thursday morning at 9 a.m. ET before the meeting. Lineup changes can be made up until 9 a.m. ET. After 9 a.m. ET, any changes should be emailed to Zach Christopher (Division I) or Alexander Mortillaro (Divisions II and III) 15 minutes before the start of the division breakout sessions.

## ***Coxswain Video***

Prior to any team being permitted on the course for practice or competition, the coxswain must review the meeting video and complete the Box task. Once coxswains receive access to the video, they will need to watch the video and mark the assigned task as complete.

*Note: Email addresses will be kept confidential and not shared with any outside parties.*

On site, the head official will be available for questions at the following times at the Finish line.

Wednesday, May 29 1 – 4:30 p.m. ET

Thursday, May 30 7 – 8:30 a.m. ET

## ***Practices***

The course will be open for practice during the times listed below.

Coaching from motor launches will not be permitted. Crews must practice in uniform and practice gear as outlined in the NCAA Pre-Championship Manuals.

Teams will not be allowed access to the course on Harsha Lake for training purposes prior to Wednesday, May 29 at 3 p.m., the first official practice time at the championship. Boats will not be permitted to launch with fewer than 30 minutes remaining in a practice session. For competition days, boats not racing in the first two events must be off the water at the conclusion of the morning practice session.

Wednesday, May 29 3 - 7 p.m. ET

Thursday, May 30 7 a.m. – 10 a.m. ET  
3:30 - 7 p.m. ET

Friday, May 31 6:30 - 7:30 a.m. ET

No coaching launches  
will be allowed at any  
time.





	4:30 - 6 p.m. ET
Saturday, June 1	6:30 - 7:30 a.m. ET
	3 - 5 p.m. ET
Sunday, June 2	6:30 - 7:30 a.m. ET

### ***Weigh-Ins (Boats and Coxswains)***

Boat and coxswain weigh-ins will take place in tents located in the Athlete area, along the sidewalks just above the beach near the recovery docks.

#### **Boat Weighing**

The boat scale will be available for test weighing any time the venue is open for practice, with additional time available Wednesday from noon - 7 p.m. Eastern. Test weighing will be accommodated during racing sessions, but boats selected for post-race weighing will have priority. Adjustments to the weight of the boat may not be made in the boat weighing tent.

Coaches and athletes should not touch the scales or slings attached to scales. Scales should not be used without a race official present, even during practice sessions.

#### **Coxswain Weighing**

A test scale will be available at all times during practice and racing. The official scale is available to coxswains during their weigh-in window; the weight displayed on their first attempt of the day on the official scale is the weight that will be used to determine the amount of deadweight required, if necessary.

The weight of the coxswains shall be determined once each day, no less than one hour and no more than two hours before the scheduled time of the first race in which the weight is relevant. The competitor shall be weighed in dry (including hair), in racing uniform, without shoes or other foot gear.

### ***Boat Identification***

All boats are required to have the name of the institution in letters at least two inches high on each side of the boat. It is preferred that the name be placed near the coxswain on the boat. A boat will not be allowed on the water until the institutional name appears on both sides of the boat. Manufacturers' normal identification may appear on participants' uniforms, per the provisions of Bylaw 12.5.4. Manufacturers' normal identification may appear on equipment; all other identification is limited to the name of the institution. II Eights will also be provided pink vinyl tape to place next to the institution name near the coxswain compartment. This pink tape is used to visually distinguish the I Eights from the II Eights.

### ***Blade Design***

Each team must make sure that their blade design is correct as shown at [www.oarspotter.com](http://www.oarspotter.com). If it is not correct, schools are to submit the updated design at <http://www.oarspotter.com/submit.html> no later than Thursday, May 23 at 5 p.m. ET.



Contact Doug Rathburn at Oarspotter (email: [doug@rathburn.net](mailto:doug@rathburn.net)) with any questions. All crews are to come with blades that match what is on Oarspotter.com.

## **Section 7 - Championship Operations**

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### ***Team Gear, Boats & Equipment***

Teams will not be allowed into boat storage area until after packet pickup which begins at 10 a.m. Eastern on Wednesday.

### ***Boat Storage***

The venue will open for trailer parking on Tuesday at noon.

The trailer parking area will be divided into marked spaces that are 30' wide. Trailers will be directed back into their designated space.

Teams are expected to either store shells on their trailer or, if they are removed, to remain within their designated trailer slot. Additional boat storage is available in the grass areas near the recovery dock and below the pavilion. Teams will need to provide their own racks, slings, or T's for boats stored on the grass.

Each team will be provided with a 10x20' tent within their 30' space.

- **\*\*Be Aware\*\*** - Team tents will be set up on the back of each space. Trailers should be conscious to avoid tents with any shells that hang over the end of the trailer when backing in.
- Volunteers and event staff will help direct teams to their designated space. However, teams and drivers are responsible for positioning and parking their trailer within their space. If needed, be sure to have a spotter or assistant to guide the trailer driver during the parking process.

All trailers must be parked by Thursday. Trailers and other vehicle traffic will not be allowed in the boat storage area during competition days for athlete safety.

The trailer area will be available after racing for any trailers needing to leave the venue.

Except for parking and leaving the venue, tow vehicles should be parked in the designated parking lot, which is next to the trailer area.

There will be security for the boats every evening, beginning Tuesday evening, May 28 and continuing through Sunday morning, June 2.

### ***Credentials***

A credential will be provided for each member of the official tested traveling party. All individuals will require a credential or ticket to gain admittance. Institutions that violate or abuse this policy will be subject to the NCAA misconduct policy. For information regarding media, please refer to the media section in this manual.

Due to safety concerns, no individuals under the age of 18 (unless they are competing student-athletes) will be allowed in the boat storage area.



## ***Emergency/Evacuation Plan***

Security personnel will instruct your travel party in the event of an emergency according to the Regatta Emergency Action Plan (Appendix H). The inclement weather plan is also included (Appendix H) and will be reviewed at the coaches' meeting.

## ***Registration***

Following the selection of teams for the championship, information will be sent to each head coach regarding creating an account to input rosters, line-ups, schedule your boat certification (weigh-in) along with other championship information that is needed. All forms/entries are due by **Thursday, May 23 at 5 p.m. ET** for Divisions I, II and III. A confirmation email will be sent following submission. After 5 p.m., Eastern time, Thursday, the system will be locked for changes. The online system will be opened back up for lineup adjustments at 8 a.m. ET, Monday, May 27. You can make changes to your lineups up until 9 a.m. ET, Thursday, May 30. After that time, any changes should be emailed to Zach Christopher (Division I) or Alexander Mortillaro (Divisions II and III) 15 minutes before the start of the division breakout sessions.

**Roster/Line-up/Boat Certs/Championship System.** This system allows the line-ups to be input directly into the timing software so please spell names accurately.

- Lineup Form (List the names of the student-athletes for each boat starting from 8 to coxswain – please list last name, first name and include the birth month, birth day, birth year for each student-athlete; list names of spares (same list of spares should be entered on each boat); list coaching staff and athletic trainer. The lineup form will be used to assign student-athlete credentials.)

## ***Lineup/Substitution Forms***

Each coach will receive an email with instructions (user credentials) on creating a registration which then will allow them to submit their line-up for each boat. The system will directly enter these line-ups into the timing system. Coaches desiring to make any minor substitutions must email Zach Christopher (Division I) or Alexander Mortillaro (Divisions II and III) 15 minutes before the start of the coaches division breakout sessions. After this time, coaches can change the order/seats of student-athletes in a boat without approval, but cannot change student-athletes between boats without following official protocol. If a change is made to the order/seats, **please submit it to your committee representative assigned to your team.**

This protocol is initiated with the change of lineup approval form, found in Appendix G, and only granted for student-athletes who have been seen by the host physician and declared unable to race due to illness or injury. If an illness or injury occurs to a competitor and that competitor is later restored to health, the crew must revert back to that which was originally submitted prior to the start of competition. All proper medical forms must be completed for exemption from competition, as well as clearance to return to competition. Any change to lineups should be communicated to your committee representative assigned to your team or your division's respective championship manager.



### ***Team Hospitality***

Water, Powerade, and a variety of fruit and snacks will be provided in the student-athlete tent daily.

### ***Lost and Found***

Lost and Found is located at the admissions tent.

### ***Mementos***

Participation awards provided to members of the official travel party of institutions that advance to the championship final sites will be sent directly to campus. For more information including examples of the awards, please see [Appendix A on page 34](#).

### ***Merchandise***

Merchandise will be sold at the championship in the spectator area during each competition day.

Merchandise tent will be open on the following dates and times:

Thursday, May 30<sup>th</sup>: 7:30 a.m. ET to 4:30 p.m. ET (student-athletes and officials only)

Friday, May 31<sup>st</sup>: 7:30 a.m. ET to 4:30 p.m.

Saturday, June 1<sup>st</sup>: 7:30 a.m. to 2:30 p.m.

Sunday, June 2<sup>nd</sup>: 7:30 a.m. to 11:30 a.m.

### ***National Anthem***

The national anthem will be performed each day of competition before the first race of the day. This will occur at approximately at 8 a.m. ET each day.

### ***Packet Pick Up***

Each team will need to pick up their packet on Wednesday, May 29 between the hours of 10 a.m.-7 p.m. ET at the NCAA HQ building labeled on the venue map. The packet will include participant medallions, squeeze bottles, heat sheets, course map, pink vinyl tape for the II Eights, and a set of bow numbers for each boat.

Teams may park in the parking lot adjacent to the boathouse; however, once they have received their packet and parking passes, vehicles must be moved to the appropriate parking location.

### ***Parking***

#### **Park Entrance**

Upon entering the park, follow signs toward the “Beach” area. This will lead to taking a left from Ellick Rd onto Park Rd 2.

About 0.1 miles down Park Rd 2, cars will be directed in one of 2 directions:

- Free General Parking for spectators - turn left down Park Rd 3



- Paid “Premium Parking” passholders, credentialed event staff, athletes, team vehicles, etc - turn right into the “Indian Mound Picnic Area”

Please have your credentials ready to be verified at the checkpoint to help make the process as quick as possible.

### **Team Van/Car**

Tow vehicles, team vans, and other team support vehicles will be permitted to park in the parking lot nearest to the trailer parking area.

### **Team Bus Parking and Drop-off**

Two athlete drop-off points will be available for team buses. The entrance to the Team Trailer area can accommodate 1 coach bus. The exit to the Volunteer parking lot can also accommodate 1 coach bus. Buses will pull into the entrances to these lots parallel to the road.

If both spaces are filled, any waiting buses are asked to pull to the side of the road to allow traffic to continue to flow into the park.

Once unloaded, buses will be directed to continue into the park to the furthest lot to the west side of the venue. Here, buses can turnaround in the bus loop, then exit the park.

Waiting buses can park at the Park Office parking lot near the entrance of the park on Ellick Rd.

### **Media**

Media parking is available in the designated lot near the beach area. Please have your credentials ready to be verified at the parking checkpoint. Media packets can be picked-up at the ticketing/admission tent Thursday-Sunday.

### **Spectator Parking**

A limited number of parking spaces are available at the beach area with the purchase of a “Premium Parking” pass. **Purchase of an “All Sessions” pass is required to purchase a “Premium Parking” pass add-on option.** “Premium Parking” passes are valid for all racing days and are only available as a pre-purchase option. At the parking checkpoint, “Premium Parking” passholders should enter the “Indian Mound Picnic Area” to have their pass confirmed before attempting to enter the parking area. Please have the passes ready before arriving at the checkpoint and follow signs accordingly. ADA parking spots are available down by the premium parking area.

General parking will be available at no charge in remote lots throughout East Fork State Park. At the parking checkpoint, general parking vehicle should turn left down Park Rd 3, where volunteers will direct cars into the appropriate parking lot. If the lots on Park Rd 3 are full, volunteers will direct cars to continue down Ellick Rd to additional lots. A limited number of handicap parking spaces are available for no charge at the venue.

Shuttle buses will be available to transport spectators between the venue and remote lots. Shuttle buses will begin running at 7am and run until 1 hour after the last race of the day.



## ***Post-Championship & Competition Site Evaluations***

All evaluations will be sent via email from the NCAA at the conclusion of the event.

## ***Pre-Championship Manual***

Coaches should review the respective divisional pre-championship manual for exceptions to US Rowing Rules, system of determining finalist, equipment requirements, seeding and progressions.

## ***Protest Area***

The initial objection must be verbally lodged on the water by the crew followed by a written protest submitted within one hour after the crew reaches land. The written protest should be completed and submitted at Control Commission to the Control Commission Deputy. There will be protest forms at Control Commission and can also be found in Appendix F in this manual. Once an objection is lodged, a Crew wishing to be heard before the Jury shall submit a concise written statement, describing the facts that underlie the objection and the relief that the Crew seeks, to the Chief Judge, or another Race Official designated by the Chief Referee whose identity is conspicuously posted, within one hour after it reaches land. The written statement shall comprise the protest statement. An objection in which such a protest statement is not filed shall not be heard. (a) The protest statement shall be signed by a member of the objecting Crew in their individual name. Such signature constitutes a representation to the Jury that the facts contained therein are true and correct to the best of the signer's knowledge or belief. (b) The written protest statement may be amended after it is submitted, but the Jury may take such amendment into account in assessing the credibility of the statement. The protest hearing will be scheduled as soon as possible, most likely at the end of that racing session.

Any Jury decision made at the championship is final. Rules 2-608 as well as the US Rowing Grievance procedure will not be honored.

## ***Race Course***

Specific traffic rules will be in effect at all times. Course marshals will be on the water during all practice sessions to ensure that the traffic rules are observed properly during training. Practice rules and course map with traffic pattern are included in Appendix C.

## ***Spectator Area***

Limited seating in grandstands will be provided, and are available on a first come, first served basis. Spectators are also welcome to bring their own lawn chairs for seating. Food vendors will be available in the spectator viewing area behind the grandstands. Outside food is permitted.

Spectator/alumni tents are not available for rent. However, spectators are invited to bring their own tents and set them up in the designated section of the paid spectator area. Tents will not be permitted in the beach sand, but are allowed in the grass area just above the beach. It is the owner's responsibility to ensure all tents are properly secured. Tents set up outside the designated area may be required to move.



### ***Team Area***

The east side of the venue will be designated as the credential-only team area. The area will include first aid, athlete and boat weigh-in areas, student athlete hospitality, and access to the pavilion for use as an on-land warm-up area.

Teams bringing their own ergs may set up in the common tents, and a limited number of community ergs will also be available for teams not bringing their own.

### ***Inclement Weather***

For any potential weather delays, you will be notified by your assigned committee member via phone or text and an email will be sent by the NCAA to all head coaches.

### ***Web Streaming***

The entire championship can be seen live on <http://www.ncaa.com/liveschedule>.

## **Section 8 - Drug Testing**

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The NCAA is dedicated to fair and equitable competition throughout each round of championships and strongly supports the drug-testing program in order to safeguard the health and safety of the participating student-athletes.

### ***Student-Athlete Notification***

Immediately after any established NCAA cool-down period, a member of the drug-testing crew will notify student-athletes selected for drug testing. Each student-athlete will be instructed to read and sign the Team Championship Student-Athlete Notification Form. The notification form will instruct the student-athlete to report to the testing location within 60 minutes, unless otherwise directed by the crew member. An institutional representative must be present in the drug-testing venue.

### ***Media Obligations***

Each team is provided a post-game cool-down period. At the conclusion of the cool-down period, a member of the drug-testing crew will notify the student-athletes who have been selected for testing. If a selected student-athlete is scheduled to participate in any postgame news conference, she is required to attend the news conference first. The student-athlete will be escorted to the drug-testing area after all of her media obligations have been fulfilled.

### ***Participating Institution's Notification***

The institutional representative will be notified of drug testing no sooner than two (2) hours prior to the start of the race by the drug-testing crew chief. After the race, a member of the drug-testing crew will provide the institutional representative with the names of the selected student-athletes.



### ***Prolonged Test***

If the student-athlete's team must depart the championship prior to a student-athlete completing drug testing, an institutional representative must remain with the student-athlete. If the student-athlete and/or institution incur additional expenses because of the delay (e.g., hotel, transportation back to campus, etc.), the institution may request reimbursement from the NCAA.

### ***Testing Process***

Student-athletes are drug tested through urinalysis and must provide a specimen in view of a drug-testing collector of the same gender. The length of the collection process depends on the student-athlete's ability to provide an adequate specimen. If a student-athlete provides an adequate specimen immediately upon arriving in the drug-testing area, the entire process can be completed within 20 minutes. If the student-athlete is unable to provide an adequate specimen, she must remain in the drug-testing area until one is provided. There is no maximum allotted time for a student-athlete to provide an adequate specimen.

## **Section 9 - Expenses/ Reimbursement**

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### ***Per Diem***

Transportation expenses and per diem will be provided for the official travel party. See Travel party for exact divisional numbers.

### ***TES System***

Expense reimbursement for participation in championships must be filed through the Travel Expense System (TES), which can be found online at [www.ncaa.org](http://www.ncaa.org) > Division > Championships > Championships Travel. All competing institutions must request reimbursement through the new system in order to receive the appropriate reimbursement.

If you need assistance or experience any technical difficulties, please contact the travel department at 317-917-6757 or by email at [travel@ncaa.org](mailto:travel@ncaa.org). Teams should provide themselves sufficient money to meet all expenses throughout the championships, including ground transportation, lodging and meal expenses and other miscellaneous expenses.

## **Section 10 - Lodging**

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### ***Team Hotels***

Hotel assignments for the official travel parties of the competing teams will be made by the NCAA. Once the teams have been determined and assigned to a hotel, the reservations will be confirmed in the names of the institution. Each institution will be responsible for the reservations, room assignments, and payments. Each participating institution is also responsible for making its own arrangements for meeting rooms, meals and other functions.





The following rooms and types have been reserved for each participating institution based upon their division. These rooms are guaranteed for a minimum of four nights for Divisions I and II (Wednesday, May 29 – Sunday, June 2) and a minimum of three nights for Division III (Wednesday, May 29 – Saturday, June 1).

Division I – 3 Kings; 15 double-doubles

Division II – 1 King; 12 double-doubles

Division III – 1 King; 14 double-doubles

Institutions desiring to come earlier than Wednesday or needing additional rooms outside of what is allocated above should make their requests directly with the hotel property contact where they are assigned. If your request can be satisfied, the hotel will communicate that information back to you.

Participating institutions are responsible for the rooms reserved by the NCAA. If an institution prefers to stay in another hotel, the institution must:

1. Obtain a written release of the rooms from the hotel's general manager and submit it to the NCAA. Institutions may be subject to a financial penalty per the hotel's policy, or
2. Utilize the rooms for persons accompanying the official travel party.

In either case, the institution is responsible for securing arrangements at another property. If an institution fails to make satisfactory arrangements for the use of rooms at the assigned hotel, it will be charged for those rooms.

## **Section 11 - Media Services**

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### ***Credentials***

All media credential requests must be made online at [ncaa.com/media](http://ncaa.com/media). Members of the media and sports information directors may pick up their credential with a photo ID 2-5 p.m., Wednesday, May 29, or 3-7 p.m. Thursday, May 30, at the admission tent.

If you have questions, please contact Jackie Reau, media coordinator, Game Day Communications, [jreau@gamedaypr.com](mailto:jreau@gamedaypr.com).

Credentials must be worn in plain sight at all times. Standard rules concerning credentials apply. Credentials are issued for the sole purpose of providing facility access to the bearer with a legitimate working function in connection with this event. IT IS NONTRANSFERABLE. Any unauthorized use of this credential subjects the bearer to having the credential revoked. We cannot replace lost or stolen credentials.



### ***Interview Requests***

No in-person interviews will be allowed with any coaches and/or student-athletes during the championships without prior permission. Media interested in conducting virtual interviews with coaches and/or student-athletes should contact the team's sports information director.

### ***Media Services***

Sports information and media will be located on the first floor of the beach house. This area will have tables and chairs along with power outlets for writing stories or uploading photos. Wireless internet capabilities are available. Light snacks will be provided in this area.

### ***Parking***

Parking will be located at the designated lot at the beach area. Please have credentials ready at the parking checkpoint for quick verification.

### ***Results/Heat Sheets***

Results and heat sheets can be accessed on [www.ncaa.com/rowing](http://www.ncaa.com/rowing).

The NCAA Women's Rowing Championship App is available for free download for iPhone and Android users. The most up-to-date heat and lane assignments and results will be available in real time through this app found in the App Store (iPhone) and on Google Play (Android). Participants and spectators are **highly encouraged** to use this App as heat sheets will not be made available via hard copy.

### ***Webcasts***

Each day of the competition there will be a live webcast on <http://www.ncaa.com/liveschedule>.

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## **Section 12 - Medical**

### ***Ambulance***

An ambulance will be at the water at least 30 minutes prior to practice and competition. The ambulance will be located in the credential-only Team Area, just above the recovery docks.

### ***Athletic Training***

On-site medical services will be available during all practice and race times. EMT professionals will be available in the Athlete First Aid tent for all practice and race sessions. The Athlete First Aid tent will have hot packs and ice available. These services will be available to all student-athletes on a first-come, first-served basis except in emergency situations.

If your team is not traveling with an athletic trainer, the athletic training staff will be happy to assist your team. If your team is not traveling with a certified athletic trainer and a student-



athlete needs a specific modality, please have a written request accompany the student-athlete for the modality treatment required to provide to the Coordinator of Medical Services.

Athletic training services will be available 30 minutes before practice times and 30 minutes after practice times or until the last student-athlete is seen. On race days, the athletic training tent will be available one hour prior to the first race and 30 minutes after the last race or until the last student-athlete is seen.

### ***Concussion Management***

The NCAA has adopted legislation that requires all active member institutions to have a concussion management plan for their student-athletes. Participating institutions shall follow their concussion management plan while participating in NCAA championships. If a participating team lacks appropriate medical staff to activate its concussion management plan, the host championship concussion management plan will be activated.

The legislation notes, in part, that a student-athlete who exhibits signs, symptoms or behaviors consistent with a concussion shall be removed from athletics activities (e.g., competition, practice, conditioning sessions) and evaluated by a medical staff member (e.g., sports medicine staff, team physician) with experience in the evaluation and management of concussions; a student-athlete diagnosed with a concussion is precluded from returning to athletics activity for at least the remainder of that calendar day; and medical clearance for return to athletics activity shall be determined by the team physician or the physician's designee from the student-athlete's institution. In the absence of a team physician or their designee, the NCAA tournament physician will examine the student-athlete and will determine medical clearance. Within the rules of the sport and policies established for the championships, medical staff should have access to the injured student-athlete without interference (e.g., coach).

A concussion is a brain injury that may be caused by a blow to the head, face, neck or elsewhere on the body with an "impulsive" force transmitted to the head. Concussions can occur without loss of consciousness or other obvious signs. A repeat concussion that occurs before the brain recovers from the previous one (hours, days or weeks) can slow recovery or increase the likelihood of having long-term problems. In rare cases, repeat concussions can result in brain swelling, permanent brain damage and even death.

### ***Championship Medical Contact***

#### **Primary:**

**Tony Romano**

US Safety

Cell: 513-615-7100

#### **Secondary:**

**Ralph Vilardo**

US Safety



Cell: 513-508-3435

Both will be available on-site.

### ***Emergency Services and Urgent Care***

Below please find the closest hospital emergency room to East Fork State Park:

Mercy Health- Clermont  
3000 Hospital Dr., Batavia, OH 45103

Mercy Health- Anderson  
7500 State Rd., Cincinnati, OH 45255

Closest urgent care options include the following:

Eastside Urgent Care  
872 Ohio Pike, Cincinnati, OH 45245  
Approximately 16-20 minutes from venue

CareFirst Urgent Care - Eastgate  
4530 Eastgate Blvd, Cincinnati, OH 45245  
Approximately 22-30 minutes from venue

## **Section 13 - Participant Expectations & Guidelines**

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### ***Misconduct***

Misconduct in an NCAA championship is any act of dishonesty, unsportsmanlike conduct, unprofessional behavior or breach of law, occurring from the time the championship field is announced through the end of the championship that discredits the event or intercollegiate athletics.

### ***Sportsmanship***

The primary goal of the rules is to maximize the safety and enjoyment of the student-athlete. Sportsmanship is a key part of that goal. Sportsmanship should be a core value in behavior of players and bench personnel, in crowd control by game management and in the officials' proper enforcement of the rules governing related actions.

### ***Sports Wagering***

The NCAA defines sports wagering as putting something at risk – such as an entry fee or a wager – with the opportunity to win something in return. The NCAA opposes all forms of legal and illegal sports wagering on college sports. Student-athletes and athletics administrators cannot place a sports wager for any NCAA-sanctioned sport. This includes wagering on the intercollegiate, amateur or professional level.



A student-athlete involved in sports wagering on the student-athlete's institution permanently loses all remaining regular-season and postseason eligibility in all sports. A student-athlete who is involved in any sports wagering activity that involves college sports or professional athletics, through Internet gambling, a bookmaker, a parlay card or any other method employed by organized gambling, will be ineligible for all regular-season and postseason competition for at least one year.

In championships in which a bracket format is used, student-athletes, coaches and administrators may not participate in bracket competitions where there is both a required entry fee and an opportunity to win a prize. Student-athletes and administrators may participate under current NCAA rules, in bracket contests where there is no entry fee but a possibility of winning a prize. Some NCAA member schools, however, have chosen to ban student-athletes from participating in these types of bracket contests.

### ***Tobacco Ban***

The use of tobacco products is prohibited by all game personnel (e.g., coaches, trainers, managers and game officials) in all sports during practice and competition. Uniform penalties (as determined by the applicable rules-making committees and sports committees with rules-making responsibilities) shall be established for such use.

The use of tobacco products by a student-athlete is prohibited during practice and competition. A student-athlete who uses tobacco products during a practice or competition shall be disqualified for the remainder of that practice or competition.

## **Section 14 - Security**

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There are credentialed access points that will require individuals to show their credential. Please have it with you at all times. Student-athletes will be issued wristbands that should be worn for the duration of the championships.

Due to safety concerns, no individuals under the age of 18 (unless they are competing student-athletes) will be allowed in the boat storage area.

Overnight Security will be on site beginning Tuesday evening, May 28 through Sunday, June 2.

## **Section 15 - Team Travel/ Transportation**

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### ***Short's Travel Management***

The participating institution shall be completely responsible for making its own travel reservations in accordance with the following:

The NCAA's official travel agency for the tournament is Short's Travel Management, which can be reached at 866-655-9215. Institutions can also enter travel manifest and other travel party information through the travel portal at [www.shortstravel.com/ncaachamps](http://www.shortstravel.com/ncaachamps). Since transportation costs are billed directly to the Association, all air travel must be arranged through



Short's. Please note, travel not booked through Short's will not be reimbursed by the Association. They can be reached by phone at 866-655-9215 or by email at [ncaaalo@shortstravel.com](mailto:ncaaalo@shortstravel.com).

**Championships Ground Travel.** Policies can be found [here](#).

### ***Travel Party***

*Division I:* The squad size for teams is 25 (23 competitors and two substitutes) plus six non-athletes for a total official travel party of 31.

*Division II:* The squad size for teams is 16 (14 competitors and two substitutes) plus five non-athletes for a total official travel party of 21.

*Division III:* The squad size for teams is 21 (18 competitors and three spares, one of which must be a coxswain) plus five non-athletes for a total official travel party of 26.

## **Section 16 - Tickets**

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### ***Tickets***

Tickets will be available online only. Visit <https://discoverclermont.com/ncaarowing> to purchase.

All session passes are now available:

Adult - \$50

Premium Parking add-on (Adult All Session Ticket purchase required) - \$35

Senior/ student - \$40

Beginning May 27, Single Day Tickets will be available online:

Adult - \$30

Student/Senior - \$25

### ***Complimentary Tickets***

Participating institutions are not entitled to complimentary tickets.

## **Section 17 - Trophies and Awards**

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### ***Additional Award Ordering***

To purchase additional awards please use the following link:

<http://www.mtmrecognition.com/ncaa/>

### ***Awards***

Division I: Official NCAA awards will be presented to the top three crews in each event. Each crew member in that particular boat will receive one mini trophy.

Team trophies will be presented to the top three teams. Additionally, the first place teams will receive 25 watches and 31 mini-trophies. The additional 6 watches will be ordered after the championship to accommodate the number of men's and women's watches needed. The second and third place teams will receive 31 mini-trophies each.



Division II: Official NCAA awards will be presented to the top two crews in each event. Each crew member in those particular boats will receive one mini trophy.

Team trophies will be presented to the top two teams. Additionally, the first place team will receive 16 watches and 21 mini-trophies. The additional 5 watches will be ordered after the championship to accommodate the number of men's and women's watches needed. The second place teams will receive 21 mini-trophies each.

Division III: Official NCAA awards will be presented to the top three crews in each event. Each crew member in that particular boat will receive one mini trophy.

Team trophies will be presented to the top four teams. Additionally, the first place teams will receive 21 watches and 26 mini-trophies. The additional 5 watches will be ordered after the championship to accommodate the number of men's and women's watches needed. The second, third and fourth place teams will receive 23 mini-trophies each.

The awards ceremony will be conducted on a stage next to the finish line with Division III awards Saturday, June 1 at approximately 12:30 p.m. ET following the Grand Finals; Division II awards Saturday, June 1 at approximately 1 p.m. ET following the I Eights Grand Finals; and Division I awards Sunday, June 2 at approximately noon, following the I Eights Grand Finals.

### ***Elite 90***

The Elite 90 award is presented to the student-athlete with the highest cumulative grade-point average competing at the final site for each of the 90 NCAA championships. Each institution that has at least one student-athlete qualify for the final round/site is eligible to nominate a student-athlete for the award. All ties are broken by number of credits completed.

For more information regarding this program, please contact Mark Bedics; [elite90@ncaa.org](mailto:elite90@ncaa.org)). All documents, including deadlines and nomination forms, can be obtained at [Elite 90 forms](#).

The submission deadline for nomination for NCAA Division II and III Women's Rowing is 5 p.m. ET on Friday, May 24.

The NCAA Division I Women's Rowing deadline for Elite 90 submission is 5 p.m. ET on Monday, May 27.

## **Section 18 - Uniforms**

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### ***Uniform Policy***

Please see uniform policy for each division as specified in the 2024 Pre-Championships Manuals.



## ***Logo Policy***

[Reference: Bylaw 12.5.4 in the NCAA Division I and II Manuals, and Bylaw 12.5.3 in the NCAA Division III Manual.]

The provisions of Bylaw 12.5.4 (Divisions I and II) or Bylaw 12.5.3 (Division III) indicate that an institution's official uniform and all other items of apparel (e.g., socks, headbands, T-shirts, wristbands, visors or hats, and towels) that are worn by student-athletes in competition may bear a single manufacturer's or distributor's normal trademark, not to exceed 2 1/4-square inches, including any additional material (e.g., patch) surrounding the normal trademark or logo. The logo or trademark must be contained within a four-sided geometrical figure (i.e., rectangle, square, and parallelogram).

In addition, an institution's official uniform cannot bear a design element similar to the manufacturer's that is in addition to another logo or that is contrary to the size restrictions.

A student-athlete representing an institution in intercollegiate competition is limited to wearing apparel items that include only the logo (not to exceed 2 1/4-square inches) of an apparel manufacturer or distributor. The student-athlete may not wear any apparel that identifies any other entity, other than the student-athlete's institution.

These restrictions apply to all apparel worn by student-athletes, and any and all credentialed personnel in the bench area during the conduct of competition, which includes any practices and pregame or postgame activities.

This bylaw will be strictly enforced at all NCAA championships and the names of individuals and institutions that are not in compliance with this bylaw shall be forwarded to the NCAA enforcement staff. Non-compliance with this legislation could result in loss of eligibility, forfeiture of points earned by those ineligible student-athletes and adjustment of team standings.

### **Division I Additional Requirements:**

The logo restriction on student-athletes' apparel set forth in 12.5.4 shall apply during the NCAA championships to all personnel (e.g., coaches, trainers, managers) who are on the team bench for practices and games or who participate in news conferences. Please note that those contracts between institutions and apparel manufacturers or distributors that include logo specifications may be honored, provided such contracts were in effect before August 11, 1998. Also, the logo restriction on student-athletes' apparel as set forth in 12.5.4 shall apply to commercial logos on uniforms worn by band members, cheerleaders, dance team members and the institution's mascot during NCAA championship events





# CONGRATULATIONS ON YOUR TEAMS' SUCCESS!

*We are excited to share that this year, all Student-Athlete Mementos will be given out ONSITE at the Championship!*

### HOW TO PURCHASE ADDITIONAL STUDENT-ATHLETE MEMENTOS FOR YOUR TEAM



The NCAA provides BirdieBox with the email address of a designated point person for each sport and school. Make sure you have communicated to the NCAA the correct person to receive the email which will include your password to access the website for additional mementos. Once the email is sent, you will be instructed to the site to place your school's order: [ncaainstitutionalportal.com](https://ncaainstitutionalportal.com). The number of mementos you will receive will be the same number as the NCAA prescribed travel party. To purchase additional mementos outside of your travel party allotment, please follow below:

- Enter password
- Click "Purchase Additional Gifts"
- Select your division
- Select your sport
- Pick the quantity of additional gifts you want
- Add to your cart and select your school
- Enter your contact information and the shipping address the gifts should be delivered to
- Enter your payment information (all gifts must be paid for at time of checkout)
- Submit your order

Place your Order at: [ncaainstitutionalportal.com](https://ncaainstitutionalportal.com)

#### Questions?

Email Christa Selner: [CSelner@BirdieBox.com](mailto:CSelner@BirdieBox.com)

## BirdieBOX New for 2023-2024!

At BirdieBox, we redefine collegiate gifting by transforming it into an unforgettable experience. With an unwavering commitment to quality, creativity, and personalization, we craft each BirdieBox to convey a purposeful message.



## Appendix B: Inclement Weather Plan

NCAA staff, AJ Dominique, Jeff Blom (or their designee) and staff from ODNR will be responsible for monitoring the weather during practice and competition. Local weather forecasts, weather radar and lightning detection devices (which includes the Weather.DTN monitoring system and the NCAA Weather Sentry online system), combined with local weather knowledge, will be used to monitor the weather during all practices and competition. They will work with NCAA committee chairs, NCAA liaisons, and the head official on making the final decision on when to clear the area and when it is safe to return.

This Inclement Weather Plan will function in conjunction with the protocols for East Fork State Fork and ODNR, with additions/modifications as discussed below.

### Notifications of Watches/Warnings

When a severe weather watch/warning is received for the area or lightening is registered within 30 miles, the aforementioned group will notify the following individuals verbally and/or via telephone or text message:

- a. The NCAA Committee Member and NCAA Staff personnel on site.
- b. The Head Official and/or their designee.
- c. Onsite EMTs and security officers.

### Severe Weather Evacuation

When a severe weather warning is received for the area, lightening is registered within 15 miles, or the radar shows that a thunderstorm is imminent (will arrive within 45 minutes), the aforementioned group will notify the individuals listed above via radio and all competition/practice activities are to cease immediately and all personnel are to evacuate to a safe structure/location.

**\*\*Being on the water when lightning is within a 15 mile radius is not allowed.\*\***

When on the water, evacuations should occur immediately with the following actions:

- Chief Referee makes the official communication to on-water officials, marshals, and law enforcement agents. This communication should include whether to utilize primary and/or secondary recovery locations.
  - Primary recovery locations include all launch and recovery docks, as well as the beach area including the cordoned off area for the finish line.
  - Secondary recovery location is the Slade boat ramp, located near the start line.
- All boats will stop launching. Both launching and recovery docks and the beach area will be used for recovery of boats.
- Marshalling boats and the two official boats closest to the start line will work together to push teams onto the course and rowing towards the finish. Once crews begin down the course, the two referee and marshaling boats will work together to collect stakeboat holders, starters, and aligners and transport them to shore.



- Referees stationed along the course will move into the course to monitor crews heading down the course as they pass.
- Marshalls in the warm-up/cool-down area will direct crews to return to the launch and recovery docks.
- Marshaling boats, officials boats, and the on-water law enforcement teams located nearest the finish will work together to collect boats in the finish area and direct them to return to the launch/recovery docks and beach area.
- Officials and volunteers located in the finish line, Control Commission, and launch/recovery docks will be in place to help account for each team coming off the water.
- Spectators will be evacuated from viewing areas.
  - LOC personnel will call for shuttle buses to return to the “Bus Turnaround” lot on the west side of the park to provide shelter for spectators.
  - Team contacts should direct any team buses parked at the Park Office to return to the venue.
  - Law enforcement officers positioned on-land will work to provide traffic right-of-way to allow buses to return to the venue.
  - Spectators should be directed to return to their vehicles (if parked at the beach) or to the shuttle buses for shelter.

Safe structures for congregating teams and spectators are extremely limited within the park. A safe structure or location is any sturdy, full enclosed, substantial, and frequently inhabited building that has plumbing and/or electrical wiring that acts to electrically ground the structure. Tents and golf carts do not meet these criteria.

Fully enclosed vehicles with a hard metal roof, rubber tires, and completely closed windows (e.g. Team bus or vans, or personal vehicles) can provide a measure of safety.

Examples of locations that routinely **DO NOT** meet the criteria include:

- Golf carts
- Outside storage sheds; and/or canopy/awning/tent/lean-to
- Parking garages

Remember, NO PLACE outside is safe when lightning is in the area, but if outside with no safe shelter, the following actions may reduce risk:

- a. In the absence of a sturdy, fully enclosed, substantial, and frequently inhabited location as described above, a secondary structure such as a fully enclosed vehicle with a hard metal roof, rubber tires, and completely closed windows can provide a measure of safety. Persons should not touch the sides of the vehicle! **Convertible and “soft-top” vehicles, and golf carts do not provide a high level of protection and cannot be considered safe from lightning.**



- b. If no safe structure or location is within a reasonable distance, personnel should find a thick grove of small trees surrounded by taller trees or a dry ditch. Everyone should assume the “lightning-safe” position - a crouched position on the ground with the feet together, weight on the balls of the feet, head lowered, and ears covered. DO NOT LIE FLAT! Minimize the body’s surface area and minimize contact with the ground.
- c. If unable to reach safe shelter, persons should stay away from the tallest trees or objects (i.e. light-poles, flag poles, etc.), metal objects (i.e. fences, bleachers, etc.), individual trees, standing pools of water, and open fields. Persons should avoid being the highest object in an open field.
- d. In situations where thunder and/or lightning may or may not be present, yet someone feels his/her hair stand on end and skin tingle, LIGHTNING IS IMMINENT! Therefore, all persons should assume the “lightning-safe” position as described above.

#### **PREHOSPITAL CARE OF VICTIMS OF A LIGHTNING STRIKE:**

- a. Because lightning-strike victims do not remain connected to a power source, they do not carry an electric charge. Therefore, it is safe to touch the victim to move him/her to a safe location and to render medical treatment.
- b. During an ongoing thunderstorm, lightning activity in the local area still poses a deadly hazard for personnel responding to the victim. Personnel should consider his/her own personal safety before venturing into a dangerous situation to render care.
- c. The first priority of personnel is to move the lightning strike victim to a safe location.
- d. Prompt, aggressive CPR has been highly effective for the survival of victims of lightning strikes. Therefore, it is critical that CPR and AED use is initiated as soon as safely possible.
- e. The basic triage principle of “treat the living first” should be reversed in cases involving casualties from a lightning strike. It is imperative to treat those persons who are “apparently dead” first.



### Wind and Water Conditions

Officials on the water will report water conditions to the head official. The head official will work with NCAA committee chairs, NCAA liaisons, and AJ Dominique III on making the final decision on wind and water conditions and when it is safe to return. If it is determined that fair and/or safe racing is no longer possible, aforementioned group will notify the individuals listed above verbally and/or via telephone or text message and all competition/practice activities are to cease immediately and all personnel are to evacuate the water.

### Criteria for Safe Return to Practice/Competition

The decision to return to championships activity after a period of evacuation will be made by the aforementioned group. Communication of decisions and progress of decisions will be the responsibility of the designated Communications Manager. Decisions on adjustments to the schedule will be made by the NCAA Committee in conjunction with the NCAA liaisons and head official, following the Committee Schedule Contingency Plan.

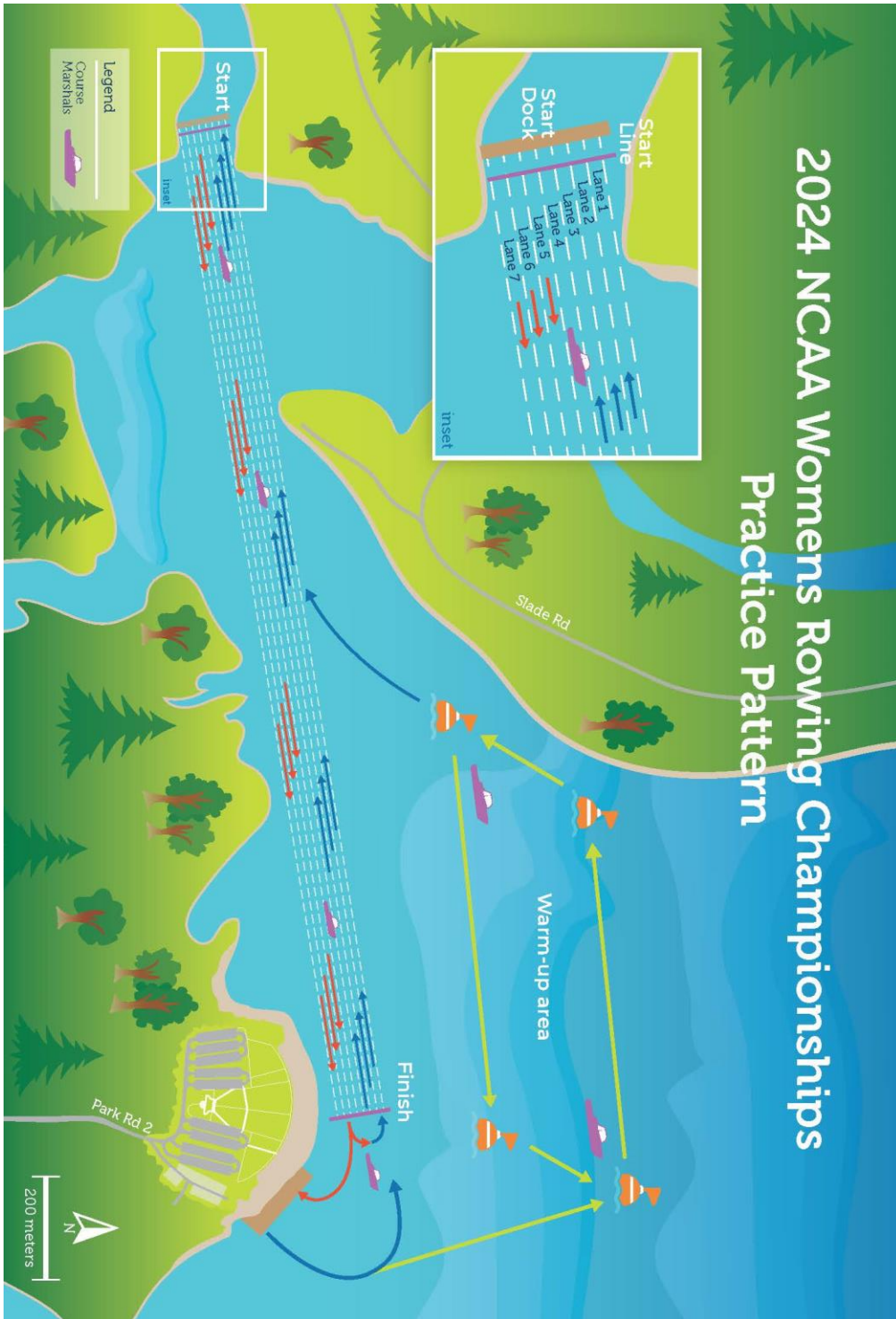
Standard guidelines for return to championships activity indicate that the immediate threat of severe weather should have passed and 30 minutes have elapsed since both the last sound of thunder and the last flash of lightning is seen or monitored.

Right to Leave: all student-athletes and individuals are granted the right to leave an athletic site or activity without fear of repercussion or penalty in order to seek a safe structure or location in the event of severe weather.



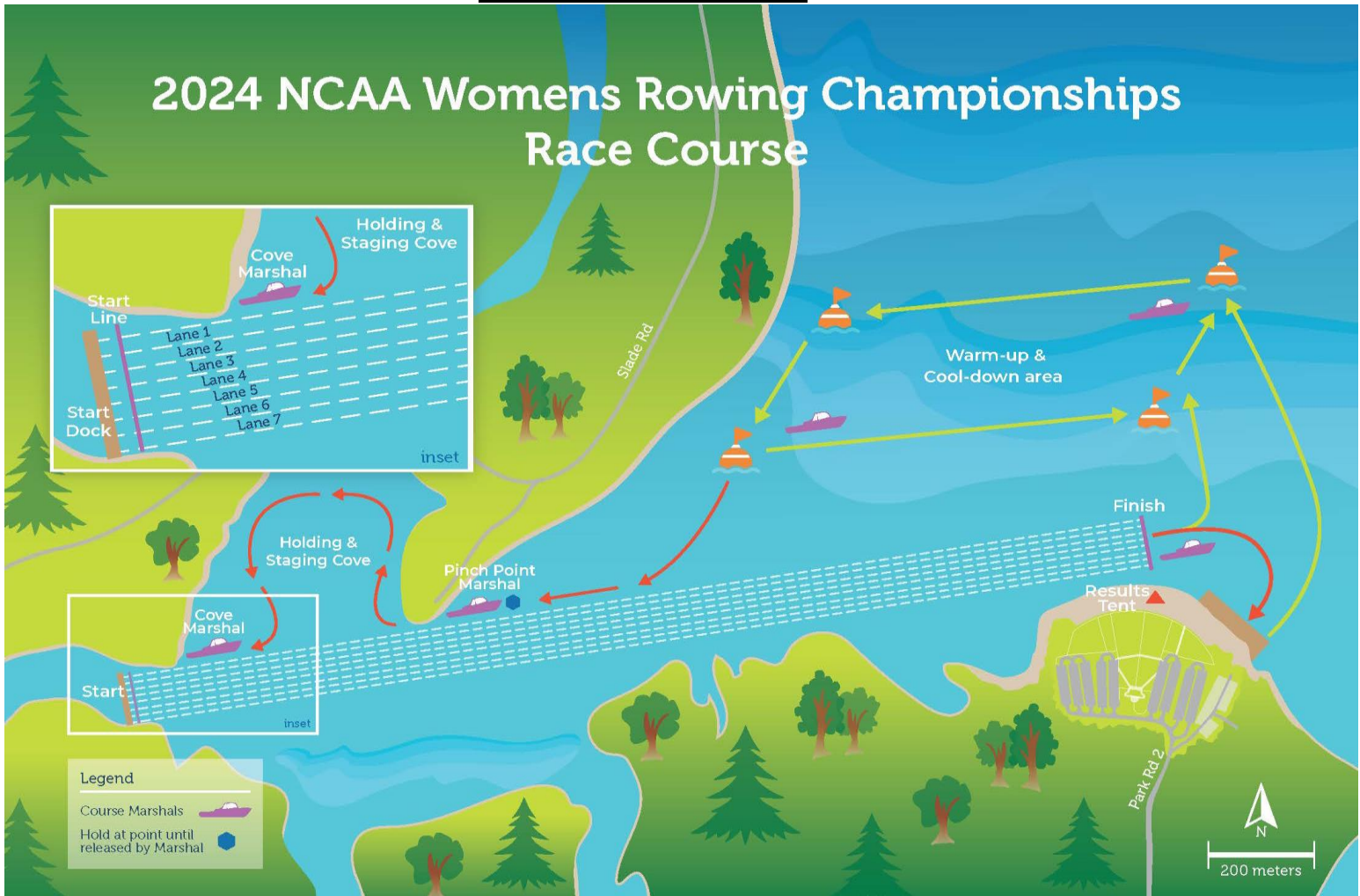
## Appendix C: Course Traffic Patterns

### Practice Traffic Pattern





## Race Day Traffic Pattern



## Appendix D: Team Area Map and Venue Map



\*Team area updates subject to change.







Team Trailer Area Site Map  
 \*Each Space is 30' wide

## Appendix E: Spectator Guidelines

*When attending the NCAA Women's National Championships please abide by the following rules:*

### **Venue Access**

1. Venue will open to spectators beginning at 7am on Friday, Saturday, and Sunday.
2. All tickets must be purchased online prior to entering the Spectator Area.
3. Spectator area will include limited grandstands available on a first come, first served basis. Spectators are welcome to bring their own chairs.
4. The Spectator Area will include space for tents, merchandise, and food trucks. A covered "Fan Zone" will be available as a shaded space with seating.
5. A first aid tent will be available in the Spectator area.
6. Spectators are not allowed to enter the credentialed Athlete Area of the venue or within the Finish Line area located on the beach.

### **Parking**

1. A limited number of parking spaces are available at the beach area with the purchase of a "Premium Parking" add-on to your All Sessions – Adult ticket.
2. General parking is available in remote lots within the park at no charge. Shuttles will be provided beginning at 7am until one hour after the last race each day.
3. To help keep traffic moving please follow traffic signs and directions from parking attendants.
4. Credentials and parking passes will be checked before allowing vehicles to go to the beach parking area. Credentials will only be accepted on uniformed athletes or official team support staff. Falsely carrying a credential will be grounds for expulsion from the venue and immediate removal from the parking area.

### **Team Tents**

1. Fans/alumni tents are permitted at this year's Championships.
2. Tents should be set up in the designated tent area. Attendees are responsible for ensuring their tents are properly secured.



## Appendix F: Change in Lineup Approval Form

### CHANGE IN LINEUP APPROVAL FORM

EVENT: \_\_\_\_\_ DATE: \_\_\_\_\_ TIME OF EVENT: \_\_\_\_\_ RACE NO.: \_\_\_\_\_

TEAM: \_\_\_\_\_ LANE: \_\_\_\_\_

PRELIMINARIES \_\_\_\_\_ REPS \_\_\_\_\_ SEMI \_\_\_\_\_ FINALS \_\_\_\_\_

COACH: \_\_\_\_\_

#### ORIGINAL LINEUP

	<u>LAST NAME</u>	<u>FIRST NAME</u>
BOW	_____	_____
2	_____	_____
3	_____	_____
4	_____	_____
5	_____	_____
6	_____	_____
7	_____	_____
8	_____	_____
COXSWAIN	_____	_____

#### NEW LINEUP

	<u>LAST NAME</u>	<u>FIRST NAME</u>
BOW	_____	_____
2	_____	_____
3	_____	_____
4	_____	_____
5	_____	_____
6	_____	_____
7	_____	_____
8	_____	_____
COXSWAIN	_____	_____

REASON FOR CHANGE: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

HOST PHYSICIAN SIGNATURE

DATE

By signing, I, \_\_\_\_\_ verify that the above named student-athlete  
(Physician Print Name)  
has an injury or illness that will prevent them from competing.

COACH SIGNATURE

DATE

ADMINISTRATOR SIGNATURE

CELL PHONE

NCAA SIGNATURE

DATE

ONLY THOSE STUDENT ATHLETES NAMED ON THE ENTRY FORM ARE ALLOWED TO REPLACE THE  
INJURED/ILL DESIGNATED COMPETITOR.



## Appendix G: Protest Form

### NCAA DIVISIONS I, II AND III WOMEN'S ROWING Protest Form

DATE: \_\_\_\_\_ TIME: \_\_\_\_\_

RACE NO.: \_\_\_\_\_ HEAT: \_\_\_\_\_ REPECHAGE: \_\_\_\_\_ SEMIFINALS: \_\_\_\_\_ FINALS: \_\_\_\_\_

RACE:

LANE 1	LANE 2	LANE 3	LANE 4	LANE 5	LANE 6	LANE 7

TEAM PROTESTING: \_\_\_\_\_

RESULTS:

1 <sup>ST</sup>	2 <sup>ND</sup>	3 <sup>RD</sup>	4 <sup>TH</sup>	5 <sup>TH</sup>	6 <sup>TH</sup>	7 <sup>TH</sup>

WHAT RELIEF ARE YOU SEEKING: \_\_\_\_\_

DESCRIPTION OF SITUATION:

\_\_\_\_\_  
Protesting Competitor's Signature

\_\_\_\_\_  
Date

RESOLUTION:


\_\_\_\_\_  
Chief Referee's Signature

\_\_\_\_\_  
Date

All Jury decisions are final. Rule 2-608 as well as the USRowing Grievance procedure will not be honored.



## Appendix H: Ice Request Form

 <p style="margin: 0;">CLERMONT COUNTY CONVENTION AND VISITORS BUREAU</p> <h3 style="margin: 10px 0;">Ice Request Form</h3>						
Event Name: <span style="float: right;">NCAA Women's Rowing Championships</span>						
Team Name:						
ONSITE Contact Person:						
Billing Address:						
Email:						
Phone #:						
Tax Exempt: yes=0, no=1			<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; height: 20px;"> </td> <td style="width: 50%;"> </td> </tr> </table>			
Tax exempt form included: <span style="float: right;">YES</span>			<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; height: 20px;"> </td> <td style="width: 50%;">NO</td> </tr> </table>			NO
	NO					
<b>Cost for One Event</b>						
	# of bags per day	# of days	Cost	Amount		
1- 22lb bag of ice			\$ 4.00			
List days-			Subtotal			
	Tax		6.75%.			
	Total Amount Due					
Submitted By: _____			Date: _____			
<p>Please submit this form to AJ at <a href="mailto:ajdominique@discoverclermont.com">ajdominique@discoverclermont.com</a> no later than Tuesday, May 21st for the NCAA Women's Rowing Championships. Payment is due upon receiving goods &amp; services.</p>						

## Appendix I: Emergency Action Plan

### **COMMUNICATIONS:**

1. Officials (including start and finish line), Clermont County CVB Representatives, land and marine law enforcement personnel and Emergency Services EMT(s) have assigned and checked out radios operating on the same channel.
2. Emergency Services Dive Team will be stationed with access to the full race course, warm up and cool down areas and will have radio communication.

EMS can be activated via Regatta radios on channel 1 by announcing "MEDICAL, MEDICAL, MEDICAL". EMS will respond to the incident on land or water and assume command.

If, at any time a life threatening situation occurs outside of the venue, DIAL 911.

### **The Closest Fire Department:**

Central Joint Fire-EMS District, Station 11  
1776 State Route 125  
Amelia, OH 45102

## **EAST FORK STATE PARK ROWING - EMERGENCY ACTION PLAN**

### **PART A**

### **Medical**

- EMT personnel will be available in the Medical Tent in the athlete area for all practice and racing sessions. Along with First Aid supplies, the Medical Tent will have ice packs and hot packs available for athlete and team use.
- An ambulance will also be on-site for all practice and racing sessions stationed in the Athlete area with a direct path to the recovery dock.
- Space is available for use by team training staff in the tent next to the Medical Tent at the venue.

### **List of supplies/treatments available:**

#### **Athlete Medical Tent**

Ice  
Hot Packs  
Basic Taping/Bandaging Supplies  
First Aid

#### **Local medical facilities:**

##### **--Pharmacy:**

Walmart Supercenter, 1815 E Ohio Pike, Amelia, OH 45102

##### **--Important Phone Numbers:**

- |                   |              |
|-------------------|--------------|
| a. EMS            | 911          |
| b. Poison Control | 800-222-1222 |

## Emergency Action Plan

- 1) Definition of Emergency requiring activation of EMS (on-site for practice and racing sessions):
  - a) Life-threatening event
    - i) Shock
    - ii) Severe Allergic Reaction
    - iii) Loss or Deterioration of Consciousness
    - iv) Severe Bleeding
  - b) Cardiorespiratory Emergency
    - i) Labored Breathing
    - ii) Chest Pain
    - iii) Diminished / No pulse
    - iv) Heat Stroke – or severe heat illness
  - c) Severe Orthopedic Injury
    - i) Suspected cervical spine injury
    - ii) Head / neck fracture
    - iii) Dislocation / open fracture
- 2) On-site EMT personnel will evaluate the student-athlete, administer basic life support (BLS), and stabilize the student-athlete until EMS arrives (\*\*please note...onsite for practice and racing sessions).
- If the injury is a suspected cervical spine injury, in-line head and shoulder stabilization will be maintained by the EMT personnel and/or the on-site EMS as per standard protocols.
- If the injury is a suspected cardio-respiratory emergency, the EMT personnel will retrieve, set-up, and use the automated external defibrillator as per applicable protocols.
- The AEDs will be located in both the Athlete and Spectator Medical Tents and the ambulance stationed in the Athlete Area with a direct path to the Recovery Dock.
- In the event a boat extraction is required, regatta officials will work together to retrieve athletes and shells to return them to land and transfer care to EMT personnel at the finish line or launch and recovery area, depending on which is quicker.
- 3) The EMT personnel will notify facility management personnel of the emergency situation.
- 4) The EMT personnel shall lead/direct the care until EMS assumes care.
- Additional first responders (coaches, staff, officials, campus safety officers) shall provide assistance at the direction of the EMT personnel to include crowd control, escorting EMS, maintaining communication and completing incident report.
- 5) Regatta management personnel or NCAA staff will immediately use the closest available device to notify EMT to radio EMS and direct them to the appropriate location.

- 6) Regatta management personnel, and/or other personnel will assist with crowd control and securing an unobstructed passageway for EMS personnel.
- 7) An affiliate of the afflicted student-athlete's institution should accompany the injured student-athlete to the medical facility with the injured student-athlete's emergency medical information.

### **Inclement Weather Plan**

1. The Weather.DTN monitoring system will be used for the monitoring of lightning.
2. Alerts will be sent to the Head Official, NCAA Committee Member personnel, and NCAA Staff personnel on site when a lightning strike is detected within a 15 mile radius of the championship site.
3. The weather plan listed in the Championship handbook will then be followed.
4. If there are no buildings on the rowing center campus that can suffice as safe shelter for lightning, then the following should be utilized as the next best option for protection from lightning: team buses/vans, shuttle buses, vehicles parked on-site.

## **EAST FORK STATE PARK ROWING - EMERGENCY ACTION PLAN**

### **PART B - Weather Plan**

#### **Responsibilities**

##### **Chief Referee (and/or her designee)**

- Final decision maker
- Weather related decisions are made in consultation with the NCAA Committee Member(s) and NCAA Staff on site, and LOC staff
- Initiates "suspend" and "cancel"
- Communicates and coordinates with the race officials

##### **Clermont County CVB Staff**

- Consults with the Chief Referee and NCAA Committee Member(s) and NCAA Staff on site
- Coordinates and communicates with the LOC and park personnel

##### **NCAA Committee Member(s) and NCAA Staff On Site**

- Consults with the Chief Referee and Clermont County CVB Staff
- Coordinates and communicates with the coaches

##### **LOC** - Coordinates and communicates with:

- Volunteer Coordinator
- Park Staff and Law Enforcement Personnel
- EMT
- Fire Department
- Spectators

##### **Coaches**

- Manage and account for athletes
- Manage and secure team equipment



### **Volunteer Coordinator**

- Manages and accounts for volunteers
- Controls and secures launches

**Park Staff/Law Enforcement Personnel** - Coordinates evacuation of the park

**EMT** - Treats weather related injuries

**Fire Department** - Coordinates emergency services

---

### **Management Actions**

#### **Chief Referee**

- Start Deputy coordinates the evacuation of starting line referees (starter, assistant starter, aligner, judge at start, start dock assistant).
- On-water Deputy directs on-water referees and marshals on the evacuation of crews expeditiously
- Control commission referees proceed to the dock area to coordinate getting boats into the dock expeditiously
- Control Commission Deputy directs in recovering boats and crews expeditiously and safely

#### **LOC**

- Identify alternate landing/launching sites
- Inform the spectators of the decision of the Chief Referee
- Coordinate with the:
  - Volunteer Coordinator
  - Park Ranger
  - EMT
  - Fire Department

#### **Coach**

- Account for all athletes
- Account for athletes coming off the water
- Secure boats and equipment whether at the dock, alternate landing sites or trailers
- Arrange for shelter i.e. buses, cars. Tents should not be the designated spot
- Coordinate transportation

---

### **Course Evacuation Plans**

#### **Designated Recovery Areas:**

- Primary
  - All launch and recovery docks will be utilized for recovering crews from the water.
  - All beach area can be used to recover crews, including the area sectioned off for the Finish Line.
- Secondary
  - The Slade Boat ramp, located near the start, can be used as an alternative landing site. This is recommended only for officials, volunteers, and crews

located in the start area until the 1,000m mark in the case that time does not allow for crews to reach the primary recovery areas.

### **As Soon As Possible**

- Stop launching
- Crews are turned around and return to the dock, if not on the race course or at the startingline
- Finish any races on the course
- Move crews at the starting line and on the race course to the launch/recovery area to utilize docks or beach space for recovery.
- If crews cannot be evacuated to beach area, the Slade Boat Ramp near the start can be used for recovery of officials, volunteers, and crews above the 1,000 meter mark.

### **Immediately**

- *Start Referees* are responsible for stake boat holders, starter and aligner
  - Account for stake boat holders and any other volunteers
  - Move everyone to shelter
  - Referees move to alternate landing sites, if necessary, to assist crews
- *On-water referees* are responsible for marshals and crews on the water
  - Use alternate landing sites
  - Account for athletes and marshals
  - Move everyone to shelter
  - Referees move to alternate landing sites if necessary, to assist crews
- *Land-based referees* are responsible for directing crews on the water at or near the docks

*Referees on water may change responsibilities based on their positions on the water. It is imperative to inform the Chief Referee if responsibilities are changed.*

- LOC
  - Arrange transportation to pick up volunteers, athletes and referees from start and alternate landing sites
  - Spectators and athletes on land
  - Move to shelter other than tents using metal poles
- Coaches
  - Account for all athletes
  - Secure boats in alternate landing area
  - Arranges for team shelter
- Volunteer Coordinator
  - Accounts for all volunteers
  - Maintains a contact roster to arrange for volunteers to be back on the water when racing resumes
  - Secures launches
- Park Staff and Law Enforcement Personnel - Coordinates evacuation of the park
- EMT - Moves to the finish line to prepare for any weather related injuries

- Fire Department - Coordinates emergency services

### **Communication for Evacuation of the course**

**Chief Referee (or her designee)** - Informs Deputies (Start, On-water, Control Commission, and Finish line) and Marshals, Referees, Starter, Control Commission, Chief Judge, Judge at Start of the decision

**Control Commission** - Informs and coordinates with the Control Commission referees and volunteers

**Referees** - Coordinate and direct the marshals to evacuate the crew to the alternate landing sites

**LOC** - Informs:

- (1) Volunteer coordinator
- (2) Park Staff and Law Enforcement Personnel
- (3) EMT
- (4) Fire Department
- (5) Spectators

**Volunteer coordinator** - Maintains a contact roster to inform volunteers of revised racing schedule

## **Appendix J: Local Restaurants**

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<https://discoverclermont.com/>

<https://discoverclermont.com/restaurants/>

<https://discoverclermont.com/restaurants/breweries-distilleries-wineries/>

<https://discoverclermont.com/order-visitor-guide/>