



# Administration in Rugby

---

August 24, 2019  
TRU Summit



# Agenda

---

- A bit of history...
- Timeline
- Rugby Landscape
- USA Rugby Basics
- TRU Basics
- RRRC Basics
- Union Club Checklist
- Round Table
- Q&A



# A bit of history...

---

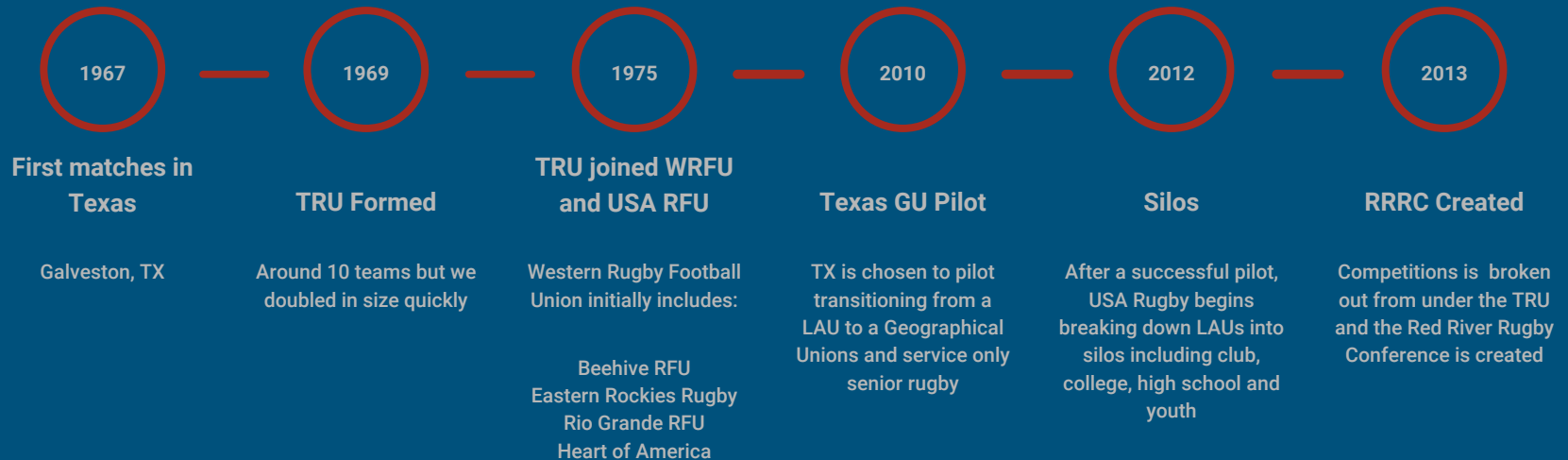
Getting the administrative side of your rugby club right is an important part of ensuring success on and off the pitch.

If the behind-the-scenes requirements are managed effectively, attention and energy can be focused on the field of play.

An appropriately sized and properly functioning club committee is a key element of making thorough and representative decision which benefit all sections of the club.



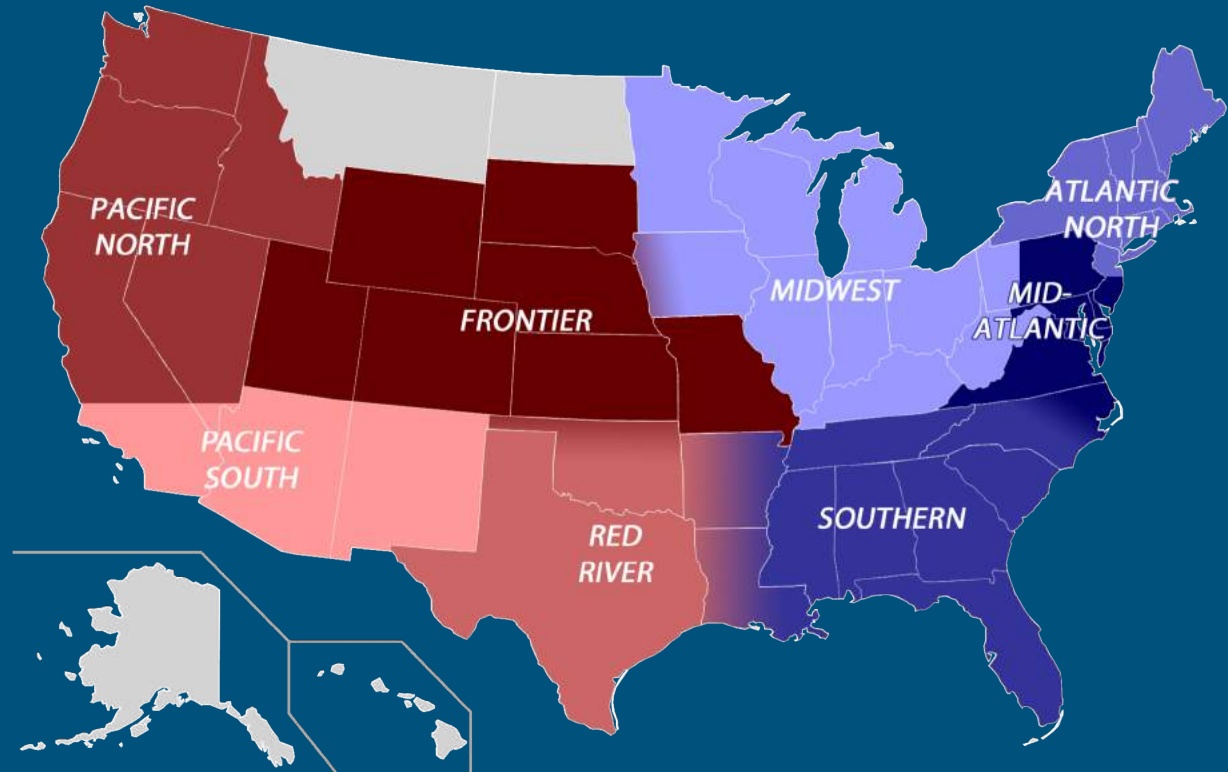
# Timeline



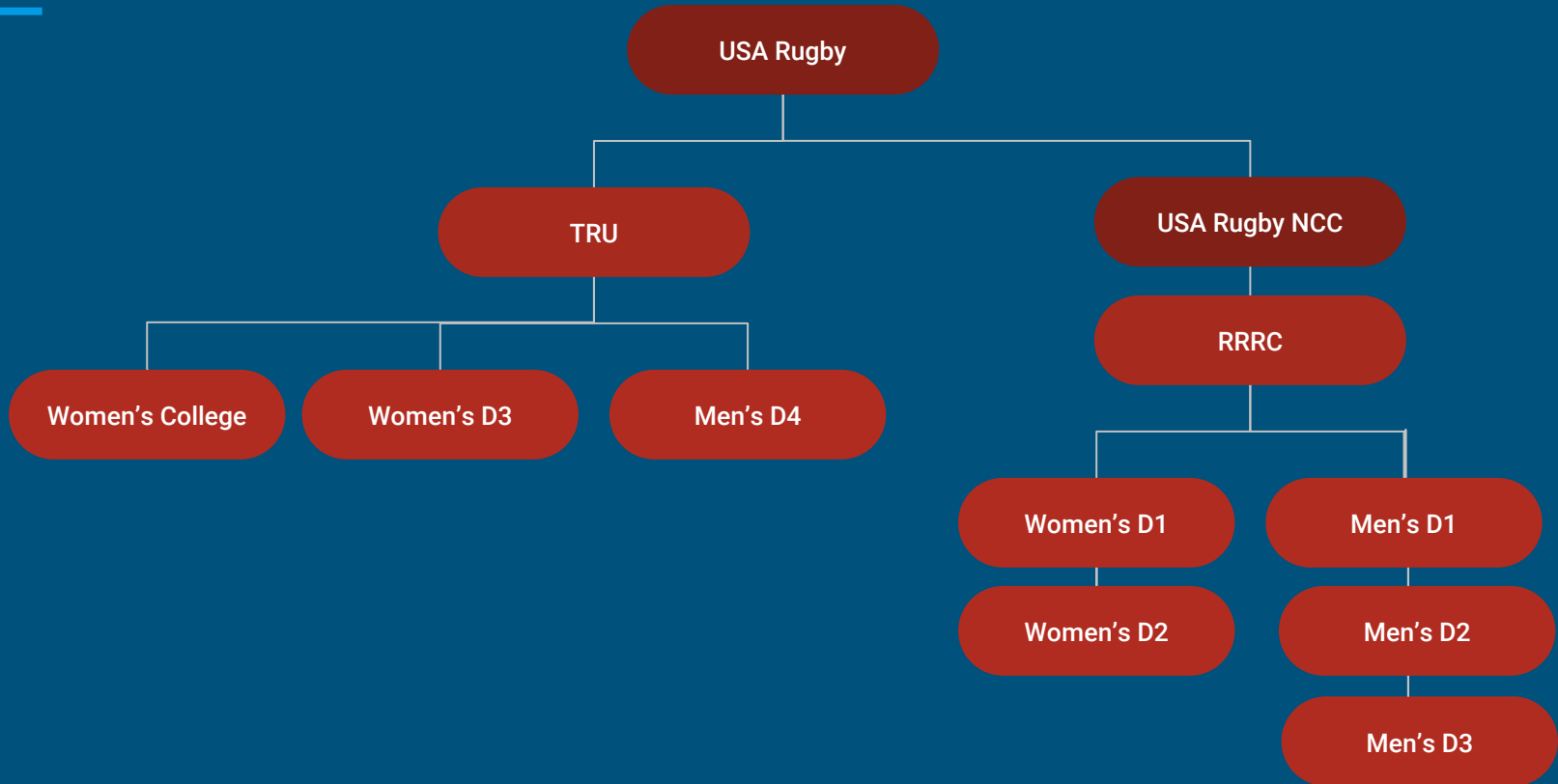
# Rugby Landscape

The USA Rugby club structure sees the United States divided into two Leagues: West and East.

Within each league there are four distinct Conferences, with the winners of each Conference's division advancing to the League Semifinals, and the two League Champions competing in the National Championship.



# Rugby Landscape



# Rugby Landscape

## USA Rugby

National governing body for the sport of rugby in America

- Club and player registration system & Competition Management System (CIPP/CMS)
- Eligibility & Disciplinary guidelines
- National Championships
- Training & Education

## TRU

Governing body for rugby in Texas

- GU Memberships
- Annual General Meetings (AGM)
- Club Compliance
- Disciplinary
- Training & Education
- GU Operating Budget
- Playoffs & Championships

## RRRC

Governing body for rugby competitions in Texas

- Competitions compliance
- Promotion & Relegation
- Divisional alignments & schedule
- Determine seeding, venue, and competition format for all intra-CR playoffs

# USA Rugby Basics

---

To participate in rugby:

- **New club applications**
  - GU reviews and approves/denies membership
- **Clubs and players registration**
  - Clubs must renew annually as well as players, coaches, referees and administrators
    - You can add additional roles; not restricted to single role
- **Compliance**
  - Meaning the club has registered for the current membership cycle, has an appropriately certified coach on the club roster, and has met the roster minimum for competition)
- **Liability Insurance**
  - Insurance provided to compliant teams
  - Protection against property damage and bodily injury to third parties (may be required to reserve field spaces)
  - Covers rugby-related accidents for registered members during sanctioned activities





# USA Rugby Basics

---

- Intended to act as secondary coverage but can serve as primary coverage in absence of primary coverage
- Not extended to pre-existing conditions, non-rugby related medical needs, or injuries from unsanctioned activities
- **Player Transfers**
  - If you've played in a competitive/league match on a compliant club, you must go through the waiver request process
    - GU and previous club will be given an opportunity to verify no outstanding financial or disciplinary issues
  - Players who have played in qualifying matches must receive waiver approval from the appropriate eligibility committee before participating with their new club in competitive/league/qualifying matches
  - All transfers must occur before April 1 for 15s; July for 7s
- **Tours**
  - International travel as a team or individual



# USA Rugby Basics

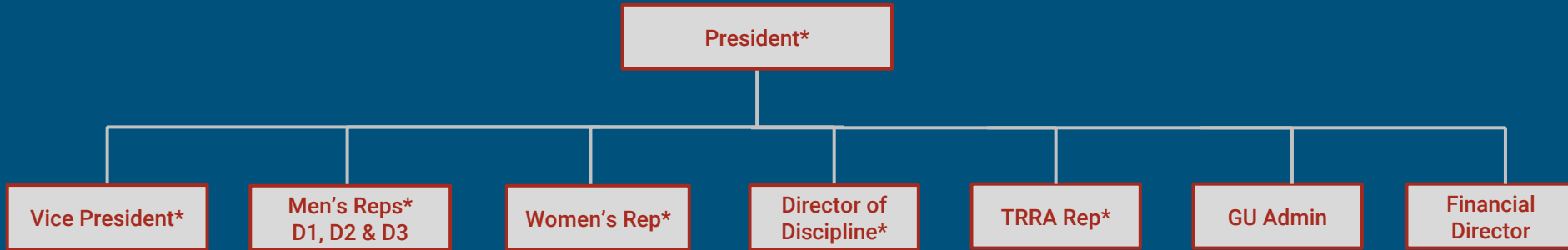
---

- Event Sanctioning
  - Confirms that event is being run according to applicable competition rules and in accordance with safety guidelines and World Rugby Laws. Includes USA Rugby Liability coverage and participant accident coverage)
- Competition Management System (CMS)
- Eligibility & Disciplinary guidelines
- National Championships
- Training & Education
  - In partnership with unions, USA Rugby offers various certification opportunities



# TRU Basics

The President, Vice President and six representatives form the TRU Board of directors who are responsible for the affairs of the TRU and the long-term vision, direction and strategy of the Texas Rugby Union.



*\*Denotes TRU Board Member*



# TRU Basics

---

- **GU Memberships**
  - New clubs apply for membership with USA Rugby but they must be approved by the local geographical union before accepted.
- **Annual General Meetings (AGM)**
  - Held biannually virtually and all clubs are encouraged to attend and/or contribute to the agenda
- **Club Compliance**
  - USA Rugby Registration annually in September
  - Minimum number of players CIPP'd
  - L200 Certified Coach present on roster
  - 1 Executive Administrator on roster
  - 1 L1 Match Official (active with TRRA as well)
  - Primary contact listed on WTR
- **Disciplinary**
  - TRU Disciplinary Regulations and Procedures incorporate those mandated by World Rugby and USA Rugby.



# TRU Basics

---

- **Training & Education**
  - The Union looks to hold Coaching, Match Official, Administrative and other various courses throughout the year.
  - The annual [TRU Summit Conference](#) takes place in the summer and provides multiple opportunities to attain rugby certifications.
- **GU Operating Budget**
  - Accounting system of all TRU finances and annual budget is approved by the Board of Directors.
- **[Match Calendar](#)**
  - The Union maintains and manages a scheduling system of all matches
- **[Playoffs & Championships](#)**
  - Select hosts through bidding process and sends recommendation to RRRC
  - Provides administrative help at the event
- **Referees**
  - The Union has partnered with the [Texas Rugby Referee Association](#) to provide referee services



# RRRC Basics

---

- Competitions organized by USA Rugby National Competitions Committee (NCC)
  - NCC composed of eight regional chairs and a committee chairperson
- Eight regional chairs oversee competitive region (CR) committees
  - CR committee made up of elected representatives and hold meetings on a (at least) quarterly basis
- Our CR committee (Red River Rugby Conference) develops and/or ratifies competition structures in our region
  - CR committees elect chair to sit NCC
- National competition structure includes minimum rules and regulations
- All teams must follow [USA Rugby Eligibility Regulations](#)
- All teams in sanctioned competitions must use the USA Rugby Competition Management System (CMS)
- Promotion & Relegation
  - Competitions committee determines the divisional alignments & schedules



# RRRC Basics

---

- Playoffs & Championships
  - Determine seeding, venue, and competition format.
- Eligibility Book
  - Clubs are required to have a “book” that includes player identification and citizenship information. The “book” is designed to verify that clubs are complying with [USA Rugby’s current eligibility regulations](#).



# TRU Club Checklist

Link to checklist: <https://docs.google.com/spreadsheets/d/1v6VzJ3vsK9WCSlvmijH3uo0mdmbzIqehLipOkVA30es/edit#gid=0>

TEMPLATE > Please select FILE > Make a copy				
Item	Completion Date	Notes	Resource	
<b>Club Administration</b>				
<input type="checkbox"/> USA Rugby Club Registration		Complete annually after September 1	<a href="https://webpoint.usarugby.org/">https://webpoint.usarugby.org/</a>	
<input type="checkbox"/> Player Registration (CIPP)		Encourage club members to register as a player after September 1 underneath Club banner	<a href="https://webpoint.usarugby.org/">https://webpoint.usarugby.org/</a>	
<input type="checkbox"/> Certified Coach on club roster		Must be at least USA Rugby L200 Certified		
<input type="checkbox"/> Executive Administrator on roster				
<input type="checkbox"/> Level 1 Match Official on roster		Must also be CIPP'd with TRRA & actively accepting assignments	<a href="https://texasrugbyref.com/new-referee/">https://texasrugbyref.com/new-referee/</a>	
		New requirement as of August 2019	<a href="http://texasru...m-user-guide/">http://texasru...m-user-guide/</a>	
<input type="checkbox"/> View Team Contacts on WTR		Recommend all club officers are included, but at a minimum must have a primary contact	<a href="http://texasrugbyunion.com/whos-the-ref-tea">http://texasrugbyunion.com/whos-the-ref-tea</a>	
		WTR is the main conduit for schedules and referee communication		
<input type="checkbox"/> Change WTR primary or secondary contacts		If you need to change your club WTR information, use this form	<a href="http://texasrugbyunion.com/whos-the-ref-tea">http://texasrugbyunion.com/whos-the-ref-tea</a>	
<input type="checkbox"/> Subscribe to TRU Feedburner		Received all TRU News on the website via email	<a href="http://texasrugbyunion.com/administration/ge">http://texasrugbyunion.com/administration/ge</a>	
<input type="checkbox"/> Attend annual TRU Summit		Minimum of one club officer attend each year	<a href="http://texasrugbyunion.com/summit/">http://texasrugbyunion.com/summit/</a>	
<input type="checkbox"/> Attend bi-annual TRU AGMs		Minimum of one club officer attend		
		Details posted on TRU website closer to event date		
<input type="checkbox"/> TRU Operating Procedures		Become familiar with these policies	<a href="http://texasrugbyunion.com/administration/or">http://texasrugbyunion.com/administration/or</a>	
<input type="checkbox"/> TRU Disciplinary Procedures		Become familiar with these policies	<a href="http://texasrugbyunion.com/disciplinary-proc">http://texasrugbyunion.com/disciplinary-proc</a>	
<b>Pre Match Day</b>				
<input type="checkbox"/> Match change requests		Use this form to request match changes	<a href="http://texasrugbyunion.com/administration/ac">http://texasrugbyunion.com/administration/ac</a>	
<input type="checkbox"/> Confirm referee team		Confirm details with all assigned referees by Wed of match week	<a href="http://texasrugbyunion.com/whos-the-ref-tea">http://texasrugbyunion.com/whos-the-ref-tea</a>	





# Round Table

1. What does your club need help with?
2. What does your club do well?
3. What additional training/information would you like the TRU to provide?



# Q&A

