

# SOUTHERN INTERCOLLEGIATE ROWING ASSOCIATION

## SIRA MEMBERSHIP APPLICATION PROCEDURES

**POLICY:** Any college or university rowing program, officially recognized as a club or a varsity program by the athletic department, whose primary campus resides in one of the states defined by SIRA as a southern state may seek membership in the Southern Intercollegiate Rowing Association by following the guidelines below.

**Evaluation:** In support of the SIRA Mission Statement, all applications will be evaluated by the SIRA Board of Directors to ensure the applicant's institution and program are in support of the SIRA mission. As noted in the August 2003 Articles of Incorporation:

A: To provide an annual championship event for SIRA member intercollegiate varsity and club rowing programs as well as invited non-member programs.

B. To promote intercollegiate program participation in the sport of rowing in the southern United States.

## APPLICATION PROCESS

1. Submit a written request for membership to the president of the Southern Intercollegiate Rowing Association Board of Directors.
  - a. Applications may be submitted in person, via US Mail, or electronically.
  - b. All applications must have complete contact information
    - i. US Mail address
    - ii. Contact phone number
    - iii. Contact email address
  - c. All applications must have authorized signatures from their officers/board of directors, and university administrator
2. In addition to the statement requesting to become a SIRA member institution, the applicant program must provide documentation and/or evidence that the applicant program demonstrates commitment and support for the SIRA Mission Statement which primarily focuses on
  - a. Offering, conducting and sustaining a high-level regional championship rowing regatta and
  - b. Developing and expanding rowing in the southern states as defined by SIRA
3. Evaluation of each application will include but not be limited to
  - i. History of the organization's participation at the regatta
    1. Events and number of entries total
    2. Number of competitors total
  - ii. History of the organization's performance at the regatta
  - iii. Signed letter of support and commitment to applicant's program by the institution's direct oversight organization (Recreation Department, Student Affairs, Athletic Department, etc.)

## **OPERATING PRACTICES**

Upon submission of a membership request, the President and delegated Board members will review the documentation at the annual meeting of the Board of Directors and will decide on granting or not granting the request. Whether granted membership or not, the applicant will receive a letter stating the Board's decision as well as justification for the decision which may contain recommendations and advice on a re-submission to become a Member Institution.

If a membership request is granted, the institution will be required to pay a one-time buy-in fee of \$500.00 and the current years membership dues. The institution will need to remain current with SIRA annual membership dues to remain a member.

If a membership request is not granted, the institution, based on the Board's comments, may resubmit an application with the additional documentation/justification as requested.