

# Project Proposal / Request Form

PROPOSAL FOR YEAR(s):	2020
PROJECT PROPOSAL TITLE:	USDBF increase in 2020 Membership Dues
SUBMITTER NAME:	Ellen Law
SUBMITTER CLUB:	ERDBA Officers

## About this project

**ACTION** - (The HOW) describe how to get this done:

- Pay an additional \$1000 towards ERDBA's membership dues to USDBF.

**DESCRIPTION** - (The WHAT) describe the project and scope:

- We received a June notice from USDBF requesting an additional \$2000 towards our \$3000 USDBF membership dues. This total of \$5000 represents a 67% increase. Our ERDBA reps on the USDBF board initiated a revote in June resulting in a rollback of increase to \$1000.
- 2019 USDBF P&L attached for your review.
- USDBF STATEMENT: "The USDBF Board of Directors voted at our 2020 Annual General Meeting to increase regional dues to \$5,000 for this year and moving forward. The dues paid by the regions to the USDBF have remained static for the past 20 years and the Board felt it was necessary to increase the(regional dues to support infrastructure improvements and to embrace the growth of the sport.( While we realize that some clubs have already paid 2020 dues, an additional amount is be requested for this year. Please remit payment of the additional \$2,000 by June 1, 2020. USDBF President: Andrew Szymanski"

**BENEFIT TO ERDBA** - (The WHY) list benefit(s) to ERDBA and/or Members:

- Allow ERDBA to continue to be a "member in good standing" with the USDBF.

**REQUIREMENTS** - (The NEED) list support needed to initiate and complete project: NONE

## Operational Budget

**REVENUE** - estimated number of attendees, fee to charge and gross revenue to host and/or ERDBA: NONE

**EXPENSES** - estimated expenses, costs: \$1,000

**NET ANNUAL BUDGET IMPACT TO ERDBA** - estimated: Expense increase of \$1000

## Project Details / Logistics

**SITE** - Project Location: N/A

**EQUIPMENT REQUIRED:** N/A

**DATE(s)** (please try not to conflict with area member events): ASAP

**Other Comments:** None

Director name/date:			Confirmed by Exec Officer:		
Circle Vote:	Yes	No	Abstain	Reason for "No" vote:	Ver 10.23.18



## Project Proposal / Request Form

PROPOSAL FOR YEAR(s):	2020
PROJECT PROPOSAL TITLE:	ERDBA funding for 5 attendees to a USDBF race officials clinic
SUBMITTER NAME:	Leigh Vlasblom
SUBMITTER CLUB:	ERDBA Officers

### About this project

<b>ACTION</b> - (The HOW) describe how to get this done: <ul style="list-style-type: none"><li>Sponsor 5 more attendees to a USDBF race official clinic</li></ul>
<b>DESCRIPTION</b> - (The WHAT) describe the project and scope: <ul style="list-style-type: none"><li>USDBF increase of fee from \$50 to \$95 allows only 5 ERDBA funded attendees. Seeking an additional \$450 to allow 5 more attendees. Since ERDBA will not likely be able to host a face-to-face session in 2020, the USDBF virtual session is the best available training opportunity.</li></ul>
<b>BENEFIT TO ERDBA</b> - (The WHY) list benefit(s) to ERDBA and/or Members: <ul style="list-style-type: none"><li>Support education and development of ERDBA members.</li></ul>
<b>REQUIREMENTS</b> - (The NEED) list support needed to initiate and complete project: <ul style="list-style-type: none"><li>NONE</li></ul>

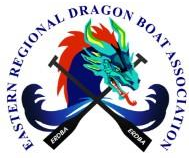
### Operational Budget

<b>REVENUE</b> - estimated number of attendees, fee to charge and gross revenue to host and/or ERDBA: <ul style="list-style-type: none"><li>no fee to first 10 ERDBA member attendees.</li></ul>
<b>EXPENSES</b> - only the registration fee
<b>NET ANNUAL BUDGET IMPACT TO ERDBA</b> - estimated: - \$450 for 2020

### Project Details / Logistics

<b>SITE</b> - Project Location: ERDBA
<b>EQUIPMENT REQUIRED:</b> NONE
<b>DATE(s)</b> (please try not to conflict with area member events): July 18, 2020
<b>Other Comments:</b> Fulfills ERDBA mission to help grow the sport through education and development

<b>Director name/date:</b>	<b>Confirmed by Exec Officer:</b>
<b>Circle Vote:</b> Yes No Abstain <b>Reason for "No" vote:</b>	Ver 10.23.18



# Project Proposal / Request Form

PROPOSAL FOR YEAR(s):	2020, 2021
PROJECT PROPOSAL TITLE:	ERDBA Non Discretionary Expenses
SUBMITTER NAME:	Ellen Law
SUBMITTER CLUB:	ERDBA Officers

## About this project

**ACTION** - (The HOW) describe how to get this done:

- Expenses required to conduct Organizational operations

**DESCRIPTION** - (The WHAT) describe the project and scope:

- \$3000 - Annual USDBF membership dues
- \$1120 - Annual D&O Insurance with Jacka-Liquori Agency (3/5/20-3/5/21)
- \$308 - P.O. Box rental, New Hope (12/19/19-12/31/21)
- \$400 - Misc Officer expenses (flyers, supplies, postage, misc travel)
- \$44 - Namesecure.com ERDBA.net Domain name renewal (8/5/19-8/4/22)
- \$119 - Weebly 2 year starter site for Hosting ERDBA.net (12/10/20-12/9/22)
- \$0 - Conference call service

**BENEFIT TO ERDBA** - (The WHY) list benefit(s) to ERDBA and/or Members:

- Allows ERDBA to continue to provide member support during the year.

**REQUIREMENTS** - (The NEED) list support needed to initiate and complete project:

- Ensure these are renewed before expiration to ensure uninterrupted service.

## Operational Budget

**REVENUE** - estimated number of attendees, fee to charge and gross revenue to host and/or ERDBA: ZERO

**EXPENSES** - estimated expenses, costs:

- \$184 of the \$4,991 represents 2020 payments for 2019 or 2022 activity.

**NET ANNUAL BUDGET IMPACT TO ERDBA** - \$5,011

## Project Details / Logistics

**SITE** - Project Location: none / course taken ONLINE

**EQUIPMENT REQUIRED:** NONE

**DATE(s)** (please try not to conflict with area member events): NA

**Other Comments:** NONE

Director name/date:	Confirmed by Exec Officer:
Circle Vote: Yes No Abstain Reason for "No" vote:	Ver 10.23.18



## Project Proposal / Request Form

PROPOSAL FOR YEAR(s):	2020
PROJECT PROPOSAL TITLE:	ERDBA Youth 25% Team entry race subsidy at ERDBA events
SUBMITTER NAME:	Ellen Law, Leigh Vlasblom, Heather Sullavin, Samantha LeValley
SUBMITTER CLUB:	ERDBA Officers

### About this project

<b>ACTION</b> - (The HOW) describe how to get this done: <ul style="list-style-type: none"><li>Provide regional support to local youth teams to participate in sanctioned ERDBA events.</li></ul>
<b>DESCRIPTION</b> - (The WHAT) describe the project and scope: <ul style="list-style-type: none"><li>ERDBA to subsidize youth teams up to \$6000 in 2020 in ERDBA events up to 25% of the team's entry fee.</li><li>ERDBA officers will reach out to ERDBA events to match ERDBA subsidy which will result in 50% savings of the entry fee</li><li>Cap = 2 teams per club per event</li><li>Youth team is defined as a minimum of 14 paddlers of 23 years of age or younger.</li></ul>
<b>BENEFIT TO ERDBA</b> - (The WHY) list benefit(s) to ERDBA and/or Members: <ul style="list-style-type: none"><li>Support clubs and events in promoting youth programs to participate in more events.</li></ul>
<b>REQUIREMENTS</b> - (The NEED) list support needed to initiate and complete project: <ul style="list-style-type: none"><li>Jr team defined for this subsidy, is a team of a minimum of 14 paddlers in the boat of 23 years of age or younger.</li><li>Teams must pay their entry fee at least 2 weeks before the event and notify the ERDBA treasurer they plan to secure the ERDBA youth team subsidy. Send a copy of the entry, with name of club and treasurer and the ERDBA Treasurer will issue a check after the event.</li><li>Teams must notify race organizer they are requesting the "Festival Matching subsidy" of the ERDBA 25% youth subsidy. And make own arrangements with the race organizer in securing the matching subsidy. This may be in the form of a check or reduced payment.</li></ul>

### Operational Budget

<b>REVENUE</b> - estimated number of attendees, fee to charge and gross revenue to host and/or ERDBA: ZERO
<b>EXPENSES</b> - estimated expenses, costs: CAP at \$6000 for the year
<b>NET ANNUAL BUDGET IMPACT TO ERDBA</b> - estimated: -\$6000 for 2020

### Project Details / Logistics

<b>SITE</b> - Project Location: NONE
<b>EQUIPMENT REQUIRED</b> : NONE
<b>DATE(s)</b> (please try not to conflict with area member events): N/A
<b>Other Comments</b> :

<b>Director name/date:</b>	<b>Confirmed by Exec Officer:</b>
<b>Circle Vote:</b> Yes No Abstain <b>Reason for "No" vote:</b>	Ver 10.23.18



# Project Proposal / Request Form

PROPOSAL FOR YEAR(s):	2020
PROJECT PROPOSAL TITLE:	ERDBA Regional championship subsidy for ERDBA youth teams @ 50%
SUBMITTER NAME:	Leigh Vlasblom
SUBMITTER CLUB:	ERDBA officers

## About this project

**ACTION** - (The HOW) describe how to get this done:

- Provide regional support to local youth teams to participate in the ERDBA regional Championship. AND to allow all youth teams to qualify regardless of the adult teams in the club's ability to qualify for ERDBA regional championships.

**DESCRIPTION** - (The WHAT) describe the project and scope:

- ERDBA to reimburse 50% of the ERDBA regional youth team's entry fee to participate in 2020 ERDBA Regional championships.
- Youth team defined as a team with a minimum of 14 paddlers of 23 years of age or younger in all heats.
- Cap = 2 youth teams per club

**BENEFIT TO ERDBA** - (The WHY) list benefit(s) to ERDBA and/or Members:

- Support increased youth participation in the ERDBA Regional championships.

**REQUIREMENTS** - (The NEED) list support needed to initiate and complete project:

- Jr team must be a member of an ERDBA member in good standing
- Jr team as defined for this subsidy, is a team of a minimum of 14 paddlers in the boat of 23 years of age or younger for all heats.
- Teams must pay their entry fee at least 2 weeks before the event and notify the ERDBA treasurer they plan to secure the ERDBA youth subsidy for the regionals. Send a copy of the paid entry, with the club name and treasurer. ERDBA treasurer will issue a check after the event upon verification they fulfilled subsidy requirements.

## Operational Budget

**REVENUE** - estimated number of attendees, fee to charge and gross revenue to host and/or ERDBA: NONE

**EXPENSES** - estimated expenses, costs: CAP at \$6000 for the event.

**NET ANNUAL BUDGET IMPACT TO ERDBA** - estimated: -\$6,000

## Project Details / Logistics

**SITE** - Project Location: 2020 ERDBA Regional championships - Mercer County Lake, NJ

**EQUIPMENT REQUIRED:** N/A

**DATE(s)** (please try not to conflict with area member events): 9/19/20

**Other Comments:** NONE

Director name/date:				Confirmed by Exec Officer:	
Circle Vote:	Yes	No	Abstain	Reason for "No" vote:	Ver 10.23.18



## Project Proposal / Request Form

PROPOSAL FOR YEAR(s):	2020
PROJECT PROPOSAL TITLE:	Travel for 3 ERDBA Directors to attend USDBF AGM on 3/7/20 in Sarasota Florida
SUBMITTER NAME:	Ellen Law
SUBMITTER CLUB:	ERDBA Officer

### About this project

<b>ACTION</b> - (The HOW) describe how to get this done:
<ul style="list-style-type: none"><li>Cover travel expenses for all three ERDBA-based USDBF Directors to attend USDBF AGM scheduled for 3/7/20 .</li></ul>
<b>DESCRIPTION</b> - (The WHAT) describe the project and scope:
<ul style="list-style-type: none"><li>Travel, housing and meals for two nights, and 2 days (Arrival Friday evening and depart Sunday AM). Two rooms, where rooms shared by directors of same gender.</li></ul>
<b>BENEFIT TO ERDBA</b> - (The WHY) list benefit(s) to ERDBA and/or Members:
<ul style="list-style-type: none"><li>Provide ERDBA's USDBF directors an opportunity to have a face-to-face with their board counterparts in a full day meeting.</li></ul>
<b>REQUIREMENTS</b> - (The NEED) list support needed to initiate and complete project:
<ul style="list-style-type: none"><li>Early approval provides opportunity to secure lower cost options.</li></ul>

### Operational Budget

<b>REVENUE</b> - estimated number of attendees, fee to charge and gross revenue to host and/or ERDBA: ZERO
<b>EXPENSES</b> - estimated expenses, costs:
<ul style="list-style-type: none"><li>Room with 1 director capped at \$1100, room with 2 directors capped at \$950 each for 2 night stay (flights estimated at \$500, 2 rooms at \$160/night, meals at \$150, \$60 parking, \$75 car rental)</li></ul>
<b>NET ANNUAL BUDGET IMPACT TO ERDBA</b> - estimated: \$3000

### Project Details / Logistics

<b>SITE</b> - Project Location:
<ul style="list-style-type: none"><li>Meeting location: Nathan Benderson Park, Sarasota, Florida</li></ul>
<b>EQUIPMENT REQUIRED:</b> NONE
<b>DATE(s)</b> (please try not to conflict with area member events):
<ul style="list-style-type: none"><li>Event date: Saturday, March 7, 2020.</li></ul>
<b>Other Comments:</b> NONE

Director name/date:	Confirmed by Exec Officer:
Circle Vote: Yes No Abstain Reason for "No" vote:	Ver 10.23.18



## Project Proposal / Request Form

<b>PROPOSAL FOR YEAR(s):</b>	2020, 2021
<b>PROJECT PROPOSAL TITLE:</b>	ERDBA Director SAFESPORT Training
<b>SUBMITTER NAME:</b>	Ellen Law, Leigh Vlasblom, Heather Sullavin, Samantha LeValley
<b>SUBMITTER CLUB:</b>	ERDBA Officers

### About this project

**ACTION** - (The HOW) describe how to get this done:

- Contact each member about this educational program and help promote participation.

**DESCRIPTION** - (The WHAT) describe the project and scope:

- SAFESPORT Training is the industry standard for training leadership in sports programs and in keeping athletes safe through awareness and education. This is a 90 minute, 3 module online program. When completed, participants are presented with a certificate. This is the same program that All USA Olympic National Governing Bodies require all their coaches complete.

**BENEFIT TO ERDBA** - (The WHY) list benefit(s) to ERDBA and/or Members:

- SAFESPORT training is in line with the 5 year plan approved in 2016, where ERDBA will promote leader /coach training. The definitions of team, teamwork, team bonding is constantly evolving. This training provides parameters and definitions through education and promoting awareness. Though focused on youth programs, the expectation is to ensure safe, nurturing environment for play and competition promotes better member retention.

**REQUIREMENTS** - (The NEED) list support needed to initiate and complete project:

- Remind members to register on line via “www.erdba.net/devsafesport.html” to secure an access code to the course.

### Operational Budget

**REVENUE** - estimated number of attendees, fee to charge and gross revenue to host and/or ERDBA: ZERO

**EXPENSES** - estimated expenses, costs:

- Fund training for up to 2 individuals from each ERDBA member, each individual that represents ERDBA on various USDBF committees, and the chairs of ERDBA committees. SAFESPORT charges \$20 per attendee.

**NET ANNUAL BUDGET IMPACT TO ERDBA** - estimated: - \$2,340 (125=55x2 ERDBA members, 5 new members of USDBF committees, 2 new committee chairs) 2020 and \$2340 for 2021

### Project Details / Logistics

**SITE** - Project Location: none / course taken ONLINE

**EQUIPMENT REQUIRED:**

- Internet access. Individuals register via “www.erdba.net/devsafesport.html” to receive the ERDBA access code. Without the code, the participant is asked to pay with own credit card. ERDBA will NOT reimburse anyone who paid with a credit card.

**DATE(s)** (please try not to conflict with area member events): 90 minute course can be taken anytime during 2020.

**Other Comments:** NONE

<b>Director name/date:</b>	<b>Confirmed by Exec Officer:</b>
<b>Circle Vote:</b> Yes No Abstain	<b>Reason for “No” vote:</b>



# Project Proposal / Request Form

PROPOSAL FOR YEAR(s):	2020
PROJECT PROPOSAL TITLE:	3 steering clinics
SUBMITTER NAME:	Ellen Law
SUBMITTER CLUB:	ERDBA Officers

## About this project

<b>ACTION</b> - (The HOW) describe how to get this done:
<ul style="list-style-type: none"> <li>3 club team members submit requests to ERDBA.net contact page and request dates and sites to schedule a steering clinic. Minimum of 5 candidates.</li> </ul>
<b>DESCRIPTION</b> - (The WHAT) describe the project and scope:
<ul style="list-style-type: none"> <li>Qualified clinicians assigned to conduct a day of training up to 6 hours. 1 hour per group.</li> <li>Level for practices = offer tools to steer practice</li> <li>Level for races = offer tools, suggestions for preparing for steering in a race</li> </ul>
<b>BENEFIT TO ERDBA</b> - (The WHY) list benefit(s) to ERDBA and/or Members:
<ul style="list-style-type: none"> <li>Provide opportunities for members to have access to formal coaching on steering</li> </ul>
<b>REQUIREMENTS</b> - (The NEED) list support needed to initiate and complete project:
<ul style="list-style-type: none"> <li>8 volunteer paddlers, 1 dragon boat and up to 6 steering candidates per group. Total number of paddlers for steering session NOT TO EXCEED 14 for beginner session, but must have at least 18 for experienced steering sessions.</li> </ul>

## Operational Budget

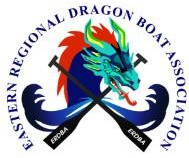
<b>REVENUE</b> - estimated number of attendees, fee to charge and gross revenue to host and/or ERDBA:
<ul style="list-style-type: none"> <li>Free to members of ERDBA clubs, \$25 fee to those who aren't.</li> </ul>
<b>EXPENSES</b> - estimated expenses, costs:
<ul style="list-style-type: none"> <li>Pay cost of clinician travel, meals and housing (if needed)</li> </ul>
<b>NET ANNUAL BUDGET IMPACT TO ERDBA</b> - estimated: - \$1,500

## Project Details / Logistics

<b>SITE</b> - Project Location: ERDBA team location
<b>EQUIPMENT REQUIRED:</b> 20 paddler dragon boat, with calm waters or someone on site with working knowledge of water traffic.
<b>DATE(s)</b> (please try not to conflict with area member events): TBD by host club and availability of clinicians
<b>Other Comments:</b> NONE

<b>Director name/date:</b>	<b>Confirmed by Exec Officer:</b>
<b>Circle Vote:</b> Yes No Abstain <b>Reason for "No" vote:</b>	Ver 10.23.18





## Project Proposal / Request Form

PROPOSAL FOR YEAR(s):	2020
PROJECT PROPOSAL TITLE:	2 coaching seminars
SUBMITTER NAME:	Ellen Law
SUBMITTER CLUB:	ERDBA Officers

### About this project

<b>ACTION</b> - (The HOW) describe how to get this done: <ul style="list-style-type: none"><li>2 club team members submit requests to erdba.net contact page to host a coaching seminar. Minimum of 8 attendees.</li></ul>
<b>DESCRIPTION</b> - (The WHAT) describe the project and scope: <ul style="list-style-type: none"><li>Clinician facilitated discussions with introducing tools to help individuals improve their coaching skills. Discussions include Safesport, Positive coaching alliance approach, safe training and how to work towards maintaining healthy paddling techniques.</li><li>Includes a 90 minute presentation on SafeSport</li><li>Include pre-seminar assignments - for discussion during session</li></ul>
<b>BENEFIT TO ERDBA</b> - (The WHY) list benefit(s) to ERDBA and/or Members: <ul style="list-style-type: none"><li>Provide training opportunities to regional team leaders. Build our sport making a positive experience for racers with trained coaches and hopefully greater retention.</li><li>Free to ERDBA members.</li></ul>
<b>REQUIREMENTS</b> - (The NEED) list support needed to initiate and complete project: <ul style="list-style-type: none"><li>Room to house 10-20 attendees.</li></ul>

### Operational Budget

<b>REVENUE</b> - estimated number of attendees, fee to charge and gross revenue to host and/or ERDBA: <ul style="list-style-type: none"><li>Free to members of ERDBA clubs, \$75 fee to attendees who are not affiliated with ERDBA members.</li></ul>
<b>EXPENSES</b> - estimated expenses, costs: <ul style="list-style-type: none"><li>Provide travel, meals and housing (if needed) for a TEAM USA coach to conduct the day long seminar up to 6 hours.</li></ul>
<b>NET ANNUAL BUDGET IMPACT TO ERDBA</b> - estimated: - \$1,500

### Project Details / Logistics

<b>SITE</b> - Project Location: ERDBA team location
<b>EQUIPMENT REQUIRED:</b> Room for seating from 10-20
<b>DATE(s)</b> (please try not to conflict with area member events): TBD by host club and availability of clinicians
<b>Other Comments:</b> NONE

<b>Director name/date:</b>	<b>Confirmed by Exec Officer:</b>
<b>Circle Vote:</b> Yes No Abstain <b>Reason for "No" vote:</b>	Ver 10.23.18



## Project Proposal / Request Form

PROPOSAL FOR YEAR(s):	2020
PROJECT PROPOSAL TITLE:	Spring ERDBA AGM - April 4, 2020
SUBMITTER NAME:	Ellen Law
SUBMITTER CLUB:	ERDBA Officers

### About this project

<b>ACTION</b> - (The HOW) describe how to get this done: <ul style="list-style-type: none"><li>Funding ERDBA 2020 Spring AGM</li></ul>
<b>DESCRIPTION</b> - (The WHAT) describe the project and scope: <ul style="list-style-type: none"><li>Each year ERDBA officers, Directors and membership need this opportunity to meet and get updates on regional activities and projects. Funding provides reimbursements for facility rental costs, lunch refreshments for attendees and travel for officers.</li></ul>
<b>BENEFIT TO ERDBA</b> - (The WHY) list benefit(s) to ERDBA and/or Members: <ul style="list-style-type: none"><li>Ensures AGMs are funded to allow face-to-face meetings</li></ul>
<b>REQUIREMENTS</b> - (The NEED) list support needed to initiate and complete project: <ul style="list-style-type: none"><li>Member support to provide host sites.</li></ul>

### Operational Budget

<b>REVENUE</b> - estimated number of attendees, fee to charge and gross revenue to host and/or ERDBA: <b>NONE</b>
<b>EXPENSES</b> - estimated expenses, costs: \$700 funding for one meeting: includes mileage/tolls for officers, copies, meeting foods
<b>NET ANNUAL BUDGET IMPACT TO ERDBA</b> - estimated: - \$700

### Project Details / Logistics

<b>SITE</b> - Project Location: Crescent Boat House, 5 Kelly Drive, Philadelphia, PA 11AM-1PM
<b>EQUIPMENT REQUIRED:</b> <ul style="list-style-type: none"><li>Room for 20-230 attendees, power and phone/wifi/cell access, ERDBA Conference Phone system, Personal Projector</li></ul>
<b>DATE(s)</b> (please try not to conflict with area member events): Saturday, April 4, 2020
<b>Other Comments:</b> <ul style="list-style-type: none"><li>Historic Philadelphia Boat House Row is home to many USA Olympian rowers and home to USA Dragon boating! Ist international team practiced here and won Silver in Hong Kong!</li></ul>

Director name/date:	Confirmed by Exec Officer:
Circle Vote: Yes No Abstain Reason for "No" vote:	Ver 10.23.18



## Project Proposal / Request Form

PROPOSAL FOR YEAR(s):	2020
PROJECT PROPOSAL TITLE:	ERDBA Indoor Paddling Regatta Champions
SUBMITTER NAME:	Leigh Vlasblom
SUBMITTER CLUB:	ERDBA Officers

### About this project

**ACTION** - (The HOW) describe how to get this done:

- Consolidate OPEN indoor paddling regatta results from 2020 events from all ERDBA members.

**DESCRIPTION** - (The WHAT) describe the project and scope:

- Determine best individual and team (up to 4/team) times and award at 2020 ERDBA AGM. Just as with ERDBA Regionals, all age groups, and race categories awarded.

**BENEFIT TO ERDBA** - (The WHY) list benefit(s) to ERDBA and/or Members:

- Support members in their efforts to host offseason events that are open to ERDBA members.

**REQUIREMENTS** - (The NEED) list support needed to initiate and complete project:

- All event organizers must provide their results to [ERDBA.net@gmail.com](mailto:ERDBA.net@gmail.com) by March 20 for their participants to be considered for 2020 awarding.

### Operational Budget

**REVENUE** - estimated number of attendees, fee to charge and gross revenue to host and/or ERDBA: NONE

**EXPENSES** - estimated expenses, costs: 150 medals at \$700 (10 racing classes, 3 divisions, teams of 4 and individuals).

**NET ANNUAL BUDGET IMPACT TO ERDBA** - estimated: - \$700

### Project Details / Logistics

**SITE** - Project Location: NONE

**EQUIPMENT REQUIRED:** NONE

**DATE(s)** (please try not to conflict with area member events): Consolidated results as of 3/20/20 for 4/4/20 awarding

**Other Comments:** This may be too late to secure medals in time for 2020. May have to postpone for 2021.

Director name/date:				Confirmed by Exec Officer:	
Circle Vote:	Yes	No	Abstain	Reason for "No" vote:	Ver 10.23.18



# Project Proposal / Request Form

PROPOSAL FOR YEAR(s):	2020
PROJECT PROPOSAL TITLE:	ERDBA Inaugural Hall of Fame Luncheon
SUBMITTER NAME:	Ellen Law
SUBMITTER CLUB:	ERDBA Officers

## About this project

<b>ACTION</b> - (The HOW) describe how to get this done:
<ul style="list-style-type: none"> <li>Funding ERDBA 2020 Hall of Fame Luncheon and awarding inductees</li> </ul>
<b>DESCRIPTION</b> - (The WHAT) describe the project and scope:
<ul style="list-style-type: none"> <li>Initiate a 2-3 year cycle of awarding honorees. Suggestions and process developed by the ERDBA Hall of Fame Committee. Composed of current and past ERDBA presidents. Luncheon to take place after the AGM.</li> </ul>
<b>BENEFIT TO ERDBA</b> - (The WHY) list benefit(s) to ERDBA and/or Members:
<ul style="list-style-type: none"> <li>Opportunity to thank our legacy, those who helped build ERDBA into the organization it is today.</li> </ul>
<b>REQUIREMENTS</b> - (The NEED) list support needed to initiate and complete project:
<ul style="list-style-type: none"> <li>Support the Hall of Fame Committee. They will have a nomination process, timeline and</li> </ul>

## Operational Budget

<b>REVENUE</b> - estimated number of attendees, fee to charge and gross revenue to host and/or ERDBA:
<ul style="list-style-type: none"> <li>\$900 - Expect 30+attendees to pay \$30 to attend the catered affair.</li> </ul>
<b>EXPENSES</b> - estimated expenses, costs: \$1500 - \$300 for awards, \$1200 for refreshments, \$0 for facility
<b>NET ANNUAL BUDGET IMPACT TO ERDBA</b> - estimated: - \$600

## Project Details / Logistics

<b>SITE</b> - Project Location: Crescent Boat House, 5 Kelly Drive, Philadelphia, PA 11AM-1PM
<b>EQUIPMENT REQUIRED:</b> Room for 30-40 attendees, maybe a video slide show projector?
<b>DATE(s)</b> (please try not to conflict with area member events): Saturday, April 4, 2020
<b>Other Comments:</b>
<ul style="list-style-type: none"> <li>Site of Historic Philadelphia Boat House Row is home to many USA Olympian rowers and home to USA Dragon boating! Ist international team practiced here and won Silver in Hong Kong!</li> </ul>

Director name/date:	Confirmed by Exec Officer:
Circle Vote: Yes No Abstain Reason for "No" vote:	Ver 10.23.18



## Project Proposal / Request Form

PROPOSAL FOR YEAR(s):	2020 and 2021
PROJECT PROPOSAL TITLE:	ERDBA funding 2 race officials clinics
SUBMITTER NAME:	Leigh Vlasblom
SUBMITTER CLUB:	ERDBA Officers

### About this project

<b>ACTION</b> - (The HOW) describe how to get this done: <ul style="list-style-type: none"><li>Sponsor one ERDBA race official's clinic in 2020 and one in 2021</li></ul>
<b>DESCRIPTION</b> - (The WHAT) describe the project and scope: <ul style="list-style-type: none"><li>ERDBA pays \$500 to USDBF to run one race officials' clinic in 2020 and one in 2021 for 10 ERDBA member attendees in each.</li></ul>
<b>BENEFIT TO ERDBA</b> - (The WHY) list benefit(s) to ERDBA and/or Members: <ul style="list-style-type: none"><li>Support education and development of ERDBA members.</li></ul>
<b>REQUIREMENTS</b> - (The NEED) list support needed to initiate and complete project: <ul style="list-style-type: none"><li>Secure a host location in ERDBA, minimum of 8 attendees from ERDBA membership</li></ul>

### Operational Budget

<b>REVENUE</b> - estimated number of attendees, fee to charge and gross revenue to host and/or ERDBA: <ul style="list-style-type: none"><li>no fee to first 10 ERDBA member attendees.</li></ul>
<b>EXPENSES</b> - estimated expenses, costs: \$500 - this represents the minimum number of paid attendees required by USDBF.
<b>NET ANNUAL BUDGET IMPACT TO ERDBA</b> - estimated: - \$500 per year

### Project Details / Logistics

<b>SITE</b> - Project Location: ERDBA
<b>EQUIPMENT REQUIRED</b> : Room to accommodate 10-20 from 10-3PM
<b>DATE(s)</b> (please try not to conflict with area member events): February - October
<b>Other Comments</b> : Fulfills ERDBA mission to help grow the sport through education and development

<b>Director name/date:</b>	<b>Confirmed by Exec Officer:</b>
<b>Circle Vote:</b> Yes No Abstain <b>Reason for "No" vote:</b>	Ver 10.23.18



## Project Proposal / Request Form

PROPOSAL FOR YEAR(s):	2020
PROJECT PROPOSAL TITLE:	1 perpetual ERDBA Championship Banner
SUBMITTER NAME:	Ellen Law, Silvia Lee, CW Louie
SUBMITTER CLUB:	ERDBA Officers

### About this project

<b>ACTION</b> - (The HOW) describe how to get this done: <ul style="list-style-type: none"><li>Purchase one perpetual ERDBA Championship banner for display at ERDBA regional championships</li></ul>
<b>DESCRIPTION</b> - (The WHAT) describe the project and scope: <ul style="list-style-type: none"><li>ERDBA championship banner will have updated list of ERDBA champions starting with first regional in 2016.</li></ul>
<b>BENEFIT TO ERDBA</b> - (The WHY) list benefit(s) to ERDBA and/or Members: <ul style="list-style-type: none"><li>Provide a historical record of past champions. Hope to add value to the event for participants.</li></ul>
<b>REQUIREMENTS</b> - (The NEED) list support needed to initiate and complete project: <ul style="list-style-type: none"><li>Accurate records of past champions.</li></ul>

### Operational Budget

<b>REVENUE</b> - estimated number of attendees, fee to charge and gross revenue to host and/or ERDBA: <ul style="list-style-type: none"><li>NONE</li></ul>
<b>EXPENSES</b> - estimated expenses, costs: <ul style="list-style-type: none"><li>\$300 for an outdoor vinyl banner listing past champions with room for future ones.</li></ul>
<b>NET ANNUAL BUDGET IMPACT TO ERDBA</b> - estimated: - \$300

### Project Details / Logistics

<b>SITE</b> - Project Location: ERDBA team location
<b>EQUIPMENT REQUIRED:</b> NONE
<b>DATE(s)</b> (please try not to conflict with area member events): NA
<b>Other Comments:</b> None

<b>Director name/date:</b>	<b>Confirmed by Exec Officer:</b>
<b>Circle Vote:</b> Yes No Abstain	<b>Reason for "No" vote:</b>
Ver 10.23.18	



# Project Proposal / Request Form

PROPOSAL FOR YEAR(s):	2020
PROJECT PROPOSAL TITLE:	ERDBA Regional Championships
SUBMITTER NAME:	Ellen Law
SUBMITTER CLUB:	ERDBA Officers

## About this project

<b>ACTION</b> - (The HOW) describe how to get this done:
<ul style="list-style-type: none"> <li>Cost of Hosting the ERDBA Regionals</li> </ul>
<b>DESCRIPTION</b> - (The WHAT) describe the project and scope:
<ul style="list-style-type: none"> <li>Estimating 20 team entries @ 20 sets of medals (26/team)</li> </ul>
<b>BENEFIT TO ERDBA</b> - (The WHY) list benefit(s) to ERDBA and/or Members:
<ul style="list-style-type: none"> <li>Ensure this self-funded event continues and grows.</li> </ul>
<b>REQUIREMENTS</b> - (The NEED) list support needed to initiate and complete project:
<ul style="list-style-type: none"> <li>With Break even of 9 teams, region needs to continue building in incentives for growth and sustainability.</li> </ul>

## Operational Budget

<b>REVENUE</b> - estimated number of attendees, fee to charge and gross revenue to host and/or ERDBA:
<ul style="list-style-type: none"> <li>Estimated 20 teams @ \$100/team revenue thru GWN - or \$23 per team additional revenue to ERDBA over 9 teams.</li> </ul>
<b>EXPENSES</b> - estimated expenses, costs:
<ul style="list-style-type: none"> <li>Estimated 26 medals per team at \$2.95 each with \$200 mold fee.</li> </ul>
<b>NET ANNUAL BUDGET IMPACT TO ERDBA</b> - estimated:
<ul style="list-style-type: none"> <li>\$266 profit</li> </ul>

## Project Details / Logistics

<b>SITE</b> - Project Location: NA
<b>EQUIPMENT REQUIRED</b> : NA
<b>DATE(s)</b> (please try not to conflict with area member events): September 19, 2020
<b>Other Comments</b> : NA

Director name/date:	Confirmed by Exec Officer:
Circle Vote: Yes No Abstain Reason for "No" vote:	Ver 10.23.18



## Project Proposal / Request Form

PROPOSAL FOR YEAR(s):	2020
PROJECT PROPOSAL TITLE:	ERDBA Operating Reserve Fund
SUBMITTER NAME:	Ellen Law, Leigh Vlasblom, Heather Sullavin, Samantha LeValley
SUBMITTER CLUB:	ERDBA Officers

### About this project

<b>ACTION</b> - (The HOW) describe how to get this done: <ul style="list-style-type: none"><li>Declare \$20,000 of ERDBA's current cash as an Operating reserve. Accessible ONLY with ERDBA Board of director approval.</li></ul>
<b>DESCRIPTION</b> - (The WHAT) describe the project and scope: <ul style="list-style-type: none"><li>This provides a sort of "rainy day fund" for emergencies or future projects. Our 12/31/2019 bank balance is at \$52K, which allows us the flexibility to create this reserve.</li></ul>
<b>BENEFIT TO ERDBA</b> - (The WHY) list benefit(s) to ERDBA and/or Members: <ul style="list-style-type: none"><li>This is an unrestricted fund balance set aside to stabilize our finances by providing a cushion against unexpected events, or large unbudgeted expenses.</li></ul>
<b>REQUIREMENTS</b> - (The NEED) list support needed to initiate and complete project: NONE

### Operational Budget

<b>REVENUE</b> - estimated number of attendees, fee to charge and gross revenue to host and/or ERDBA: NONE
<b>EXPENSES</b> - estimated expenses, costs: NONE
<b>NET ANNUAL BUDGET IMPACT TO ERDBA</b> - estimated: NONE

### Project Details / Logistics

<b>SITE</b> - Project Location: N/A
<b>EQUIPMENT REQUIRED</b> : N/A
<b>DATE(s)</b> (please try not to conflict with area member events): ASAP
<b>Other Comments</b> : <ul style="list-style-type: none"><li>The reserve fund will be accessible by the Board of Directors for any need they may deem necessary, but not for ordinary annual regional activities nor to fund USDBF special projects.</li></ul>

<b>Director name/date:</b>	<b>Confirmed by Exec Officer:</b>
<b>Circle Vote:</b> Yes No Abstain <b>Reason for "No" vote:</b>	Ver 10.23.18