

**US Chess
Executive Board Meeting
November 16-17, 2019
Louisville, Kentucky**

This document is a summary of the proceedings of this meeting. It includes motions made, action items accepted, and subjects discussed. Details of discussions, etc., may be obtained from the audio files online.

***OPEN SESSION 1
Saturday, November 16***

Executive Board members present:

Allen Priest, President

Chuck Unruh, VP of Finance

Mike Hoffpauir, Member-at-Large

Ryan Velez, Member-at-Large

Randy Bauer, Vice President

Mike Nietman, Secretary

Hal Sprechman, Member-at-Large

Carol Meyer, Executive Director

The Executive Board President called the meeting to order and welcomed everyone. The Secretary called the roll. A quorum was established.

After a review of the contents of the pre-meeting packet, the floor was turned over to the Executive Director.

EXECUTIVE DIRECTOR'S REPORT

Staff

Grant Oen has moved on and Chris Bird has taken the vacated position as FIDE Events Manager.

Programs

1. Women & Girls

Some programs made possible by US Chess grants to special programs for women and girls made earlier this year have completed while others have yet to begin.

2. Education

a. Chess Sets in Title I Schools

The program to put free chess sets in Title I schools in collaboration with US Chess Sales has begun and surpassed its quota within 48 hours.

b. Visiting Local Programs

The US Chess Assistant Director of Events visited a local seminar in Mississippi about teaching chess.

c. Establishing International Connections

The development of an educational chess exchange between US students and students in other countries is moving forward.

3. Seniors

The Senior Committee is developing a chess outreach program for VA hospitals.

IT Upgrade

This project is now under way and is in the database development phase. Cooperation between staff and Skvare has been excellent.

Development

The new Case for Support was presented. An end of the year appeal letter is planned for the end of November.

Nationwide

US Chess's partnership with Nationwide Insurance is ending because Nationwide is discontinuing its affinity programs.

Events

The background check policy has changed from a two-year interval to a three-year interval between checks.

OPEN SESSION 2

VICE PRESIDENT OF FINANCE REPORT

Balance Sheet and Income Statement

- US Chess maintains a strong financial position, with an increase in net income, despite initial spending on the IT upgrade.
- The current spike in scholastic memberships was noted as an expected part of the annual cycle.
- US Chess is well ahead of the same period during the previous two years, though the revenue composition is different because of increased donations and investment income.
- Expenses were as expected during this time, with a bit of relief because an anticipated FIDE event did not occur.
- The US Open operated at a much greater loss than previous years due to low participation and high cost.
- The general issue of what amount of loss is acceptable on tournaments as a part of the US Chess mission was touched on.

LMA & Investments

- The current LMA investment strategy has resulted in gains and is expected to meet the annual dividend income target.
- A donation targeted for FIDE expenses was deposited into the Reserve Fund.

- The established policy of selling donated stock as quickly as possible was affirmed and the rationale briefly explained.
- The Reserve Fund is performing above goals and funds continue to be put into that investment plan.

The President briefly explained the tiered relationship of the Reserve Fund, LMA, and Endowment Fund in terms of anticipated need for the money and the short- or long-term goal of each fund. The Board then examined a drafted IPS for the Endowment fund and discussed initial management of it.

EB20-020 – Board – The Executive Board approves the Investment Policy Statement for the Endowment Fund as presented by Vice President for Finance Unruh as amended in his presentation. The written IPS is attached to the motion in the meeting minutes.

PASSED 7-0

EB20-021 – Unruh – I move to name Ryan Velez, Randy Bauer, Dov Gorman, Leroy Dubeck, Jim Bedenbaugh, Chuck Unruh, Pete Dyson and Allen Priest to the Endowment Fund Investment Committee.

PASSED 7-0

The board then turned its attention to motions referred to it by the delegates at the 2019 Delegates Meeting in August. The Executive Director presented each motion for the Board's consideration.

REFERRED MOTIONS

Offering 501(c)3 application assistance

DM 19-25/MM-2 (Steve Morford, CA-S) The delegates recommend the Executive Board budget and offer professional assistance to state affiliates interested in obtaining 501(c)3 status.

The Board agreed with the Executive Director's suggestion to create a webinar for state affiliates wishing to become non-profits that would be made available after the live event on the US Chess website.

The board then briefly departed from the agenda to address another webinar it had been considering to help prepare delegates for the annual meeting. Two Board members and the Executive Director agreed to work on this with the expectation that it would be available in spring of 2020.

Notification in Advance of Equipment Certification

DM 19-40/ADM 19-29 (Steve Immitt, NY; Daniel Rohde, NY; Sophia Rohde, NY) The Delegates request to be advised in advance if the Executive Board is in favor of granting provisional U.S. Chess certification of tournament equipment.

Given changes in the device approval process over the past year, the Board took no further action.

US Chess Input in Selecting Hall of Fame Members

DM 19-42/ADM 19-32 (Steve Immitt, NY; Bill Goichberg, NY; Daniel Rohde, NY) The Delegates request greater U.S. Chess input into the selection of the members of the U.S. Chess Hall of Fame.

With the creation of the Recognitions Committee, the Executive Board feels this item has been addressed.

State Concerns About the Cost of Sending Representatives to Invitationals

DM 19-44/ADM 19-33 (Steve Immitt, NY) The Delegates recommend that the creation of U.S. Chess national closed championships be done with a concomitant view of the costs involved to the state associations of sending their representatives to participate in these events.

US Chess does not mandate that State Affiliates provide funding to their named representatives to national events. Whether they provide funds to their representatives, and the degree to which they do, is up to each State Affiliate. The Executive Board sees no further action needed.

Establishing a Basic Free Affiliate Membership

DM 19-45/ADM 19-34 (Bill Goichberg, NY; Steve Immitt, NY; Sophia Rohde, NY) Moved that the delegates recommend a new category of affiliation is established, called Basic Affiliation. This category shall be free and include the following conditions: 1) Listing of meeting place and times on the USCF website (may be in smaller type than regular affiliates). 2) The right to hold up to four USCF rated tournaments per year of up to 20 players. These tournaments would pay regular rating fees and have regular TD certification requirements. If any such event draws over 20 players, there would be an additional fee of \$1 per player. This fee may be avoided by paying \$40 to convert to a 1 year regular affiliation. 3) Basic Affiliates would not receive a magazine. 4) Basic Affiliates would not be entitled to a commission on USCF memberships. Objectives of this new category of affiliate include: A) Currently, most chess clubs are not USCF affiliates, so are not listed on the USCF website. Offering such listing free should greatly increase the number of clubs listed, promoting chess and increasing USCF membership. B) USCF would obtain many new addresses and email addresses for chess clubs. These could be used to market USCF memberships, tournaments, publications, merchandise, affiliate email blast sales, mailing label sales, etc. C) This idea should be beneficial even without the right to hold tournaments, but work better with that right. Some of the new affiliates may try holding small events, which would promote USCF membership and could lead to more or larger future events. D) The main downside of this idea is that some clubs will switch from \$40 affiliation to free, costing USCF \$40 minus the cost of supplying magazines, and decreasing magazine circulation. However, the cost to USCF should not be much, and it should be outweighed by the benefit of initiating contact with new clubs and players.

The Board saw too many logistical problems with implementation of this idea to move forward with it.

OPEN SESSION 3

SAFE PLAY GUIDELINES

The board reviewed committee feedback regarding the Safe Play Guidelines.

- One committee brought up how the rule of having three people during interactions, does not provide for one-on-one coaching. In response, a board member said that the guidelines do not mandate anything but rather inform people of what has been proven to be safe practices. The President added that it is common practice to ensure during a one-on-one interaction with a youth that the interaction can be seen by others even if they are out of earshot. Such a practice protects adults from accusations, as well as the protecting children from abuse.
- In response to another committee's suggestion, it was determined that the scope of the guidelines, while not naming any -isms, protects people from unwanted actions by others regardless of whether the person doing harm is acting from some type of unconscious prejudice.

COMMITTEE REPORTS

Clubs Committee

The board reviewed a packet created by the Clubs Committee for those wanting to start clubs. It was approved for posting on the website. The EB expressed its gratitude to the Clubs Committee for its work on this product. In addition, the current direction and function of the Clubs Committee was discussed.

US Open Invitationals Committee

- The committee had provided two proposals for a new name for the committee. The board preferred the shorter of the two names presented.

EB20-022 – Nietman – I move to rename the Scholastic Invitationals Committee to National State Invitationals Committee.

PASSED 7-0

- The board liaison to the committee briefly gave an overview of the similarities and differences between the rules and requirements of the different events.

EB20-023 – Nietman – I move to approve the rules for the five 2020 National Invitationals at the US Open.

PASSED 7-0

- The board considered whether US Territories that are treated as separate from the US by FIDE can send players to the invitational events. Because of potential problems with the FIDE representatives of US Territories, it was deemed imprudent to make any change to the current policy of excluding them without their cooperation or consent.
- The Executive Director agreed to work with staff to implement a tracking and certificate of recognition program proposed by the committee for invitational participants who teach 25 peers who are new to chess how to play.
- The board considered the possibility of a one-time tournament proposed by the committee in which previous Denker champions are invited to play each other.

College Chess

The board reviewed some rules changes to the Pan-Am Tournament rules, particularly rule 10, which would now require that the specific team that won the Pan-Am would advance to the Final Four. This prevents a college from using a different team in the Final Four. *[The implementation of Rule 10 was subsequently delayed to 8/1/2020 by EB20-36.]*

EB20-024 – Nietman – I move to approve the updated PanAm Intercollegiate Rules as approved by the College Committee.

PASSED 5-0-2 with Allen Priest and Ryan Velez abstaining

OPEN SESSION 4

Saturday, November 16

EB20-025 – Board – The Executive Board authorizes President Priest communicate to the US Chess Trust the names approved by the Executive Board for induction into the US Chess Hall of Fame in 2020.

PASSED 7-0

The next 4 motions are changes to committees.

EB20-026 – Board – The Executive Board moves to add Grant Oen to the FIDE Events Committee.

PASSED 7-0

EB20-027 – Board – The Executive Board moves to name Jay Stallings as vice-chair of the Development Committee.

PASSED 7-0

EB20-028 – Hoffpauir – Mike Hoffpauir moves that the Executive Board appoint U.S. Navy Commander (Retired) Robert C. Getty, as Chair of the US Chess Military Chess Committee. The Executive Board also thanks Ms. Sara Walsh, the outgoing chair, for her leadership as Chair during the past year.

PASSED 7-0

The President noted that the chair of the Military Chess Committee rotates among four uniformed branches of the military.

EB20-029 – Board – The Executive Board moves to name Adia Onyango the Chair of the Women's Chess Committee.

PASSED 7-0

OPEN SESSION 1
Sunday, November 17

The following six motions arose out of two closed sessions.

EB20-030 – Board – The employment contract for Executive Director Carol Meyer is extended for an additional five years. The new expiration date is 10/1/2025. All other terms remain the same.

PASSED 7-0

EB20-031 – Board – The Executive Board authorizes a one-time \$20,000 contribution to the 401k plan.

PASSED 7-0

The President mentioned that the 401k contribution was part of the budget that was approved by delegates in August and that such a contribution has been standard practice for several years.

EB20-032 – Board – The Executive Board approves restatement of the US Chess 401k plan to adopt a Safe Harbor plan with a 50% match up to a 5% participant contribution to be effective 1/1/20. The restated plan is to be presented to the board for final approval before being implemented.

PASSED 7-0

The President explained the reason for this change to the 401k plan approach and noted that a motion with the restated plan will be made before January 1, 2020.

EB20-033 – Board – The Executive Board authorizes President Allen Priest to sign the US Chess Letter of Certification for the Nexus 9 ChessNoteR Tablet Electronic Notation Device manufactured by Black Mirror Studio. The version certified by US Chess covers software/hardware version 2.1.8 and is the only version being certified. This certification does not supersede the specifications of the US Chess Electronic Device Policy.

PASSED 7-0

The President noted that this device has functions that are designed to help those with disabilities.

EB20-034 – Board – The Executive Board approves the US Chess Membership Terms and Conditions as presented and modified. The target date for implementation of the Membership Agreement is January 1, 2021.

PASSED 7-0

The President explained that EB20-034 is the Board's response to the US Chess legal team's advice that such an agreement was needed and the date set was to provide time for full implementation.

EB20-035 – Board – The Executive Board permanently revokes the US Chess membership of Sina Jahandari (US Chess ID: 15779488) for his violation of his suspension by the Ethics Committee.

PASSED 7-0

The next Executive Board meeting will be in Raleigh, North Carolina, from Sunday January 19 to Monday January 20, 2020.

Meeting adjourned.



US CHESS
FEDERATION

US Chess Endowment Investment Policy Statement - DRAFT

November 8, 2019

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Prepared by:

US Chess Reserve Fund Committee on Behalf of US Chess

Executive Board

US Chess Federation

www.uschess.org

Overview and Scope

This Investment Policy Statement (“IPS”) applies to the endowment of the United States Chess Federation (“US Chess” or “USCF”), referred to throughout this document as the Endowment.

The Endowment is composed of the following types of endowment funds:

1. True endowment funds, also called restricted funds, for which donors designate a specific purpose for their gifts, these in turn may be comprised of both *permanently restricted net assets* and term endowments, which are *temporarily restricted net assets*.
2. Quasi-endowment funds, which are *unrestricted net assets* and may be comprised of unrestricted funds from donors and Executive Board (EB) designated funds.

Purpose of the IPS

The purpose of the IPS is to establish guidelines for the investment management and oversight of the Endowment. The IPS outlines a financial strategy for endowments that will support the mission of US Chess.

This IPS defines the purpose, objectives and measures of success for the endowment portfolio.

Scope of the IPS

This IPS covers the following areas:

- Mission and Vision of US Chess
- Management and Oversight - defining the responsibilities of the EB relating to the Endowment and defining who will have authority for investing the Endowment.
- Investment Purpose and Strategy - describing the purpose of the Endowment and the overarching investment strategy to be followed.
- Investment Objectives and Guidelines - provides specific objectives related to growth, benchmarks for success, and performance measurement.
- Spending - providing detailed guidance regarding spending levels.
- Asset Allocation - describes the asset classes in which the Endowment will be invested, including min-max ranges for each class, the rebalancing policy, and restrictions on investments.
- Risk Management and Compliance - describing risks to the Endowment and planned mitigation and management of those risks.
- Investment Policy Review - provides guidance regarding periodic review and revision of the IPS.

US Chess Mission and Vision

US Chess is the official governing body and nonprofit 501(c)(3) organization for chess players and chess supporters in the United States. Our vision is that chess is recognized as an essential tool that is inclusive, benefits education and rehabilitation, and promotes recreation and friendly competition.

Mission

Our mission is to empower people, enrich lives, and enhance communities through chess.

Vision

Our vision is that chess is recognized as an essential tool that is inclusive, benefits education and rehabilitation, and promotes recreation and friendly competition.

Management and Oversight


Delegation of Authority

The US Chess Executive Board ("EB") has allocation and oversight responsibility of the Endowment investment portfolio. A trustee investment committee ("IC") is appointed to direct, monitor, and recommend investments for approval by the EB. IC reports directly to the EB on the actions taken and the investment results or status of the holdings in the Endowment portfolio. IC members are composed of Trustees with significant experience in the investment community. The IC is also authorized to seek and delegate certain responsibilities to professional experts in the investment community.

Assignment of Responsibility

The EB responsibilities include but are not limited to the following guidelines and policies:

1. Appoint the members and chair of the Investment Committee ("IC".)
2. Discretionary investment management of the Endowment Fund ("EF"), including decisions to buy, sell or hold individual securities.
3. Establish reasonable and consistent investment objectives, policies and guidelines which direct the investment of the EF's assets.
4. The EB will determine how and when to expend and distribute the EF.
5. Determine the EF's risk tolerance and investment horizon.
6. Develop and enact proper control procedures for the IC and EF (including signatory parties.)



The IC is responsible for research, recommendations, trading and the monitoring of the investment portfolio. IC responsibilities include the following:

1. Enact the trades, both sells and purchases of the approved investments.
2. Provide investment recommendations and timely reports to the EB.
3. Regularly evaluate the performance of the EF.

Investment Purpose and Strategy

Purpose

The US Chess Endowment provides financial support for the programs and operations of US Chess.

Strategy

Investment and spending policies are designed to balance the current goals of US Chess with its future needs, in order to achieve parity in supporting both current and future generations of US Chess members and other beneficiaries of US Chess programs. Earning long-term returns that maintain the inflation-adjusted purchasing power of the endowment underpins this objective of intergenerational equity.

Investment Objectives and Guidelines

The EF is a total return investment portfolio with primary consideration to dividend equities and fixed incomes. EF invests for a time horizon reasonable in achieving benchmark averages for similar total return and the major trust endowment funds.

Performance Measurement.

The performance of the Endowment is regularly measured against a variety of benchmarks:

- 1) 5% real return;
- 2) A broad Equity/Fixed Income Benchmark; a mix of traditional and alternative asset class benchmarks representing the available opportunity set at specific weightings within the capital allocation Custom peer group universe.

Spending

The EB will determine how and when to expend and distribute the EF. Initially, the EF threshold base is \$100,000 USD before distributions are considered by the EB. The EB will direct the IC in the sale or liquidation of assets required in the future distributions.

Asset Allocation

The EB is responsible to approve an Asset Allocation policy. The IC shall recommend suitable investments attributable to the goals set in the Asset Allocation. Changes to the IC recommendations are at the sole discretion of the EB. After Asset Allocation approval, the IC rebalances the portfolio to align with the approved EB categories and investments.

<i>Asset Class</i>	<i>Capital Allocation Policy Range</i>
<i>Cash, Money Markets, USDs</i>	<i>5%-10%</i>
<i>Bonds, Fixed Income ETF</i>	<i>45%-50%</i>
<i>US Equity, Indexes ETF</i>	<i>25%-35%</i>
<i>Global Equity, Indexes ETF</i>	<i>25%-35%</i>
<i>Hedge Fund Strategies, Buy-Writes</i>	<i>0%-10%</i>
<i>Private Equity / Venture Capital</i>	<i>0%-5%</i>
<i>Natural Resources</i>	<i>0%-5%</i>
<i>Real Estate</i>	<i>0%-5%</i>
<i>TOTAL</i>	<i>100%</i>

Allowable Investments, Investment Principles, and Asset Class Roles

- Equity dominance: equities are expected to be the highest-performing asset class over the long term, and thus will dominate the portfolio;
- Illiquid assets: in general, private illiquid investments are expected to outperform more liquid public investments by exploiting market inefficiencies;
- Global orientation: the endowment will consider the broadest possible set of investment opportunities in its search for attractive risk/return profiles;
- Diversification: thoughtful diversification within and between asset classes by region, sector, and economic source of return can lower volatility and raise compound returns over the long term."

Rebalancing Policy


The asset allocation policy reflects the capital allocation policy ranges for the various asset classes approved by the **Executive Board**. The role of the capital allocation ranges is to allow for short-term fluctuations due to market volatility or near-term cash flows, to recognize the flexibility required in managing private investments, and to provide limits for tactical investing. The **Investment Committee** will generally employ cash flow rebalancing to regularly manage actual asset class allocations to be within the ranges where possible. In addition, the Investment Committee will review actual asset allocations relative to this asset allocation framework at each quarterly meeting.

Other Restrictions

The EF shall not invest in non-liquid or unregistered securities, use account margin or otherwise borrow funds for the acquisition of any security, or use futures or distribute assets to anyone or any entity other than the organization. Certain options are permitted for buy-write and volatility control through option collars to achieve the investment goals. The EF will not invest in naked options or purchase call options outside of closing buy-write positions.

Risk Management and Compliance

The primary Risk consideration is an overall Beta set at 1 or below in the equity and fixed income sectors of the public market. The Risk profile is aligned with value over growth and favors diversification over individual holdings. At present, all the EF assets are held with a major



registered investment firm. Reports include independent monthly statements directly from the selected registered investment firm along with secured signatory controls.

Investment Policy Review

The Executive Board shall review the investment policy at least annually to assure continued relevance of the guidelines, objectives, financial status and capital markets expectations.

PAN-AMERICAN INTERCOLLEGIATE TEAM CHESS CHAMPIONSHIPS: OFFICIAL TOURNAMENT RULES

Revision Date: 10/01/2019

1. Bidding Guidelines:

1a. Date of Event:

The Pan-Am has been held every year over the Christmas vacation, December 27 (or 26) to December 30 (less frequently Dec. 29), since 1946. But see the current preferred dates below in 2a (1).

1b. Bidding overview:

1. The bidding deadline is November 15 of the previous year. This allows for timely examination by the CCC and approval by US Chess, in order to announce the site and other details at the Pan-Am one year in advance.
2. The winning bid will be announced at the previous-year's Pan-Am. Final arrangements and publicity should be completed before April. In this way, students may begin planning and fundraising in their spring semester for the fall semester of the next academic year.
3. Bids must conform to the National Bid requirements. Copies of the bids are to be sent to US Chess and to the CCC Chairperson.
4. In the event that no bids are submitted, the CCC must find a willing organizer. US Chess will assist in targeting possible bidders, but will play no role in organizing the tournament.
5. In the event that multiple bids are submitted, the US Chess staff will make a decision based on consultation with the CCC. CCC criteria, in order of importance, include:
 - Turnout
 - Finances (profit, stability, low EF, adequate prizes)
 - Geographic accessibility
 - Playing site and accommodations (low room rates)
 - Publicity
 - Geographic rotation
 - Organizer's experience
 - Availability of backup organizers

1c. Site Criteria:

1. The Pan-Am must be in a location that is geographically accessible by air and car.
2. A number of types of sites are acceptable for the Pan-Am, including hotels with convention facilities, schools, colleges, public buildings, and convention centers.
3. The site should be adequate for anticipated entries, allowing 15 to 20 square feet of useable space per player.
4. The site must have an adequate skittles area.
5. Special team areas should be available to coaches or captains who need a private area to counsel team members.
6. Toilet facilities must be adequate for large numbers of participants, and must be cleaned and maintained throughout the tournament.
7. Water must be made available in the playing hall throughout the duration of the tournament.
8. Pictures and descriptions of the tournament site, including size, lighting, available sanitary facilities, or any physical equipment available, should be included with each bid.
9. Reasonable inexpensive food should be available at or within easy walking distance of the site. Some nearby eating facilities should be open at least as late as midnight.

1d. Sleeping Accommodations:

1. The primary consideration for accommodations is that they be reasonably inexpensive and accessible to the playing site.
2. A price per room, rather than per person, should be negotiated with the hotel. If this is not possible, then rates for two and four per room should be made as low as possible.
3. An agreement should be negotiated with the hotel whereby the total room-nights sold is directly related (e.g. on a sliding scale) to the costs of the playing rooms. The best contract occurs when the hotel agrees to provide the playing room free in exchange for the opportunity of hosting the event at the facility. If not, then the sliding scale should be constructed such that the hotel provides the playing room free if a certain level of total room-nights has been reached.
4. The sliding scale should be built around total number of room- nights, not nightly occupancy. Example: playing hall free above 150 room-nights. If on the three nights 51, 50, and 49 rooms are taken up, the organizer should not be penalized for falling below 50 on the third night, as the total is still 150. This method is useful as it includes people who come/leave a day early/late. Organizers should be sure the contract allows room-nights used by tournament attendees before and after the tournament to be counted toward the tournament total, and that they are available at the tournament rate.

5. Bidders should negotiate complimentary rooms (perhaps one per 25 room-nights sold, with a minimum of three) with the hotel. These are commonly used for the TDs, organizational staff, and the US Chess representative.
6. The organizer and the hotel should agree upon a block of hotel rooms to be apportioned for tournament entrants. This block is reserved until filled up by those connected with the event. Estimate 50-200 blocked off rooms per night, or about two per expected team. (Of course, the sliding scale is based on a much lower figure). This prevents the hotel from selling all of its rooms to occupants who are not connected with the event. Also, the hotel should agree to increase the number as entries are received and numbers become available to the organizer, in case of overflow.
7. The organizer and the hotel should agree upon a publicized cutoff-date for reservations and an actual cutoff-date after which the special chess rates are no longer available. Ideally, the published cutoff-date is two to three weeks before the event (possibly to coincide with the deadline for early entry fees). This will give the organizer time to calculate room occupancy. The actual cutoff-date ideally should be the last date of the event; i.e. if individuals ask for the chess rate after the publicized cutoff-date they should still obtain the chess rate, based on availability.

1e. Transportation:

Organizers must make sure that transportation is available between the host hotel and the nearest commercial airport. The organizer must ensure transportation between the host hotel and the playing site if they are not located within walking distance of each other.

Transportation arrangements should be publicized in advance.

The hotel and playing site should have adequate parking facilities nearby. Ideally, the hotel should provide either free on-site parking or parking validation stickers for free parking off-site for all those connected with the event.

1f. Staffing:

National Tournament Director Certification **as well as FIDE National Arbiter or higher** is required of the chief TD. The chief TD should also have experience in administering (a) national events, (b) FIDE events, (c) intercollegiate events, (d) scholastic events, (e) team events, and (f) Pan-Am events, if possible.

The organizer, in consultation with the chief TD, will provide a sufficient number of certified assistant TDs to help administer the event. The TD or at least one assistant TD should be devoted exclusively to the main section.

A number of volunteers should be available to help the organizer. Their responsibilities include (a) receiving entries, (b) entering registrations (c) checking ratings, (d) checking colleges and schools of players, (e) checking in players and teams on-site, (f) setting up playing room, (g) checking wallchart area, (h) preparing a tournament information pamphlet, (i) managing publicity and promotion, (j) providing an awards ceremony, (k) assisting the TDs and organizer during their tournament duties, and (l) ~~run Mon Roi Controller~~ run live broadcast.

1g. Finances:

The Pan-Am is a partnership between US Chess and the local organization. US Chess has veto power over major decisions. All contracts must be approved-by the US Chess staff before signing.

Certain services and purchases including the book concession should normally be bid out. Vendors should receive requests for proposals. US Chess must be contacted about all concession plans.

The organizer must be able to accept checks and write checks. No bid will be accepted from an individual or group without this capability. A local checking account is recommended of organizers.

Since 1989, the Pan-Am has been run with the organizer accepting 100% of all profit and 100% of all loss. Changes in this structure must be negotiated by the organizer, the CCC, US Chess office, and the ~~PB~~ Executive Board.

Entry fees are to be sent to the local organizer, and prizes must be paid out immediately after the event by the organizer.

1h. Publicity:

1. Publicity is an important part of attracting new participants to the Pan-Am and attracting more colleges to chess and ~~the~~ US Chess. Many college chess clubs are unaware of the Pan-Am, and many college students are unaware of the existence of ~~the~~ US Chess. Organizers must include plans for publicity in their bids. Fliers should list the host and US Chess as co-sponsors.
2. The Pan-Am will be announced in the TLA section of Chess Life, in at least three issues (October, November, and December).
3. Chess Life will give the CCC space for one free article announcing the upcoming Pan-Am. For the December 27-30 event, notification no later than the October issue (comes out ~~September~~ October 1) is ideal. Since the deadline for this and the

October TLA is August 10, the organizer must be prepared in his/her spring semester of the previous academic year to begin publicity.

4. The organizer must prepare a flyer publicizing the event that should be handed out at the current year's Pan-Am as well as other collegiate events. ~~The flier should be mailed to as many local, regional, and national college affiliates as can be budgeted, and to state and regional chess magazines in nearby states.~~
5. Organizers should make efforts to reach as many local colleges as possible (this includes non-US Chess affiliates) . Phone and E-mail advertising are highly encouraged.
6. Organizers should arrange publicity with the local media prior to, during, and immediately after the event.
7. All printed or online pre-event publicity must note that advance approval of eligibility is required for all team members. (See "2c. Intercollegiate Eligibility Requirements," below.) Such publicity must give the email of the current chair of the College Chess eligibility subcommittee, or other contact info as supplied by the chair of US Chess College Chess Committee.

2. Format & tournament rules:

2a. Tournament Format and Rules:

1. The preferred schedule is a six-game, four-day event, (December 27-30 OR January 3-6), with the number of rounds per day 1-2-2-1. Changes in this format must be negotiated by the organizer, the CCC, and the US Chess staff.
2. The tournament will be conducted using ~~US Chess rules~~ FIDE Laws of Chess ~~for all players (including non-U.S. participants),~~ except as modified in this document. ~~The tournament will be dual rated both USCF and FIDE... but FIDE Laws of Chess shall be used to govern the tournament.~~
3. The event is a Swiss System, paired strictly team vs. team. Board one of team A plays board one of team B, through board four (see IX.3 for substitution practice of alternates).
4. Pairings are done by considering each team an individual entity. Each team gets one match point if the combined scores of the four players in a round is 2 1/2 or greater, one-half match point if the combined score is 2, and zero match points if the combined score is 1 1/2 or less. Teams are grouped by their match points and then ranked within the group by their ratings. Byes, defaults, lateness, and so forth are treated as in individual tournaments.
5. The number of match points (not total game points) determines the final standings.

6. If a school enters multiple teams, these teams may not face one another unless the TD views the pairing as the best possible choice. For instance, if the A and B teams of a college are undefeated after four rounds, then they must be paired in the fifth round to avoid a sixth or last round pairing.
7. A team that is assigned "white" has white on boards 1 and 3, black on 2 and 4; conversely, a team that is assigned "black" has black on boards 1 and 3, white on 2 and 4.
8. The rule regarding color in a series (popularly known as "the three blacks in a row rule") is less important in team play, because each team has two whites and two blacks per round.
9. There may be no more than two rounds per day. At least seven hours must be placed between the start of each round. The suggested round times are 6pm, 10am, 5pm, 10am, 5pm, and 9am, respectively.
10. The time control is G/90 with 30 second increment.
11. Late arrivals for a game have 1 hour before their game shall be forfeited.

2b. Entry Fees and Registration:

1. The advance team entry for the intercollegiate section will be determined by the organizer. In each section, the late fee (or on-site entry) should be no more than 25% above the advance entry fee.
2. The deadline for early entry should be two to three weeks before the event (possibly to coincide with the date by which hotel reservations should be made). It is preferred that the deadline be of the type "postmarked no later than" rather than "received no later than." This prevents hostility by players to the organizer for not getting the mail, and offers written proof of dates. In the event that a team's entry is postmarked before the deadline yet not received until after the start of the event (i.e. misdirected mail), the organizer may require the team to pay the entry, including the late fee, at the door. When the early entry is then received, the door entry and late fee would then be refunded.
3. Door entries must be permitted until 1 p.m. before the first round. Any entry after this cutoff time is required to take a half-point bye. NOTE: Teams registering on-site must have previously provided proof of eligibility and received approval from the eligibility committee. (See "2c" below.)

2c. Intercollegiate Eligibility Requirements:

Rule 1

For college and university teams, **FIDE International Masters (IM) and FIDE International Grandmasters (GM)** are eligible to participate if they satisfy at least one of the following stipulations: #1... or all three conditions (a, b, c) listed in #2.

1. Are less than 26 years old as undergraduate students, or under 30 years old as graduate students, as of September 1 of the academic year in which the tournament takes place.
2. Satisfy all of the following three conditions:
 - a. Are full-time, degree-seeking students (e.g., at least 12 semester credit hours for undergraduate students and 9 semester credit hours for graduate students)
 - b. Have a grade-point average of at least B (e.g., at least 3.0 on a 4-point scale)
 - c. Have satisfied conditions 1 and 2 for at least one full semester at their team's college or university prior to the event. (Thus, note that this is an exception to Rule 4, below.)

Rule 1 applies to all college events — individual or team. There are no age restrictions on players not having the two above-mentioned international titles.

All international grandmasters and international masters are eligible to play in a maximum of six Pan-American Inter-Collegiate Team Chess Championships.

Rule 2

College and University players shall be enrolled at least half-time (e.g. 6 semester credit hours) during the semester of eligibility. For the Pan American Intercollegiate Team Championship, traditionally held between Christmas and New Year's each year, players must be enrolled in the fall semester preceding the event. A player must not be enrolled in high school.

Rule 3

College and university players shall be eligible to play for a total of six years, where a year is defined as being either a traditional academic year of a fall and spring term or a fall term or a spring term, e.g., a player enrolled in spring of 1998, spring of 1999 and fall of 1999 is considered enrolled for three years under this rule.

Rule 4

College and university players shall be enrolled in a degree-seeking program with a cumulative grade point average of at least a C. If a student is new to the institution and has no GPA, then this requirement is waived.

Rule 5

College and university players for a Pan-American team must all be resident at the same geographical location, which can include multiple campuses and instructional facilities used by the same college or university the players represent. All players must live either in on-campus housing or in housing within reasonable commuting distance of each other and the college or university they are representing.

Rule 6

Colleges and universities offering chess-related scholarships shall maintain records about the individuals awarded such scholarships, their time of attendance, the degrees received if any, and the grade point average attained.

Rule 7

Faculty and staff are not eligible to compete. In this context, “staff” is not intended to include student workers or teaching assistants.

The following are suggestions offered for guidance:

Faculty conflicts. A faculty member serving as a consultant or director to a university or college chess program should adhere to the following guidelines:

- To admit no player to their program who does not, in their judgment, demonstrate a serious likelihood of achieving a degree.
- To not offer independent study courses to members of the chess team.
- To not recruit players from other chess programs.
- To scrutinize carefully undergraduate students applying for a second baccalaureate.

Non-compliance:

1. Winning teams should file a report to document compliance with these regulations with the US Chess.
2. Any team’s standing may be challenged for non-compliance by a competing team through a written complaint sent within 30 days to the Executive Director or the Scholastic Director of US Chess. That official shall gather the relevant documentation of the complaint, make a recommendation as to disposition, and send it to the US Chess Executive Board for resolution.

2d. Ratings of Players:

1. American players use their US Chess ratings reflected in the December Rating Supplement, which is made available before the Pan-Am. TDs should have access to the online US Chess rating supplements.
2. Unrated players do not affect the team average.
3. Foreign players who have national or FIDE ratings must present evidence of this rating, and then the rating will be converted. The conversion table is as follows:
 - Canada (CFC): Add 50
 - Quebec (FQE): Add 100
 - Most other nations: Add 200
 - New US Chess/FIDE conversion formulas:
 - FIDE Under 2000, US Chess = FIDE rating x 5/8 + 720
 - FIDE 2000 and above = FIDE rating x 1.16 – 350
4. If a foreign player has two or more ratings (US Chess, FIDE, national, etc.), the highest rating after conversion will be chosen. There is no rule that states a team must use the same rating system on each board (e.g. all FIDE or all national).

1. The tournament shall use the most current available FIDE ratings if a player has one. Players must report all published ratings at the time of registration. If a player has two or more published ratings (US Chess, FIDE, national, etc.), the highest rating after conversion (see below) will be chosen.

- Canada (CFC): USCF + 50
- Quebec (FQE): USCF + 100
- Most other nations: USCF + 200
- New US Chess/FIDE conversion formulas:
 - FIDE Under 2000... calculated USCF = FIDE rating x .625 + 720
 - FIDE 2000 and above... calculated USCF = FIDE rating x 1.16 – 350

2. US citizen players, who do not have a FIDE rating shall use their US Chess ratings reflected in the December Rating Supplement, which is made available before the Pan-Am. TDs should have access to the online US Chess rating supplements.
3. Unrated players do not affect the team average.

2e. Team Requirements:

1. The Pan-Am Intercollegiate Team event is a strict team-on-team competition. Pairings are done by considering each team an individual entity.
2. A team is made up of four players plus up to two optional alternates.
3. When alternates play, they must do so starting on the lowest boards. Any regular team member may sit out when an alternate plays; other team members move up accordingly.

4. Teammates must play in descending rating order, except that 50-point transpositions are allowed. Board order must remain the same throughout the event. Each team must submit a roster before the close of registration indicating the fixed lineup.
5. Teams are ranked in order of the average of the four highest individual ratings – this includes the alternates. The team average rating is used for wall chart ranking and class-prize eligibility.
6. Unrated players must be placed below rated players.
7. A team must have a minimum of three players to compete for prizes. In the event that only two players arrive from a school before round 1, they will be allowed to compete provided their teammates are expected to arrive. If these teammates do not arrive, then the two who did arrive are ineligible for all prizes.
8. There may be no mixed teams. For example, if two schools arrive with only two players, the four may not form a team, even if they volunteer to forego prize eligibility.
9. A school may send an unlimited number of teams. There is no rule regarding the composition of multiple teams (e.g. they may be balanced or in order from highest to lowest rated), only that individual members of each team must be in strict descending rating order. Multiple teams will be designated as "A," "B," "C," etc., with "A" designating the team with the highest average rating.
10. The top four US based teams, after the final standings, shall represent their school in the upcoming Final Four Tournament. If one of the qualifying teams cannot attend the Final Four Tournament then the next highest finishing team shall take their place as long as that school is not already qualified. *See below for possible eligibility circumstances that may affect how a school organizes their individual teams.*
 - a. If a school has more than one team finish in the top four then only the highest placed team from that school may represent them at the Final Four Tournament as they are considered individual teams at the Pan-Ams.
 - b. Each team that qualifies must use their main roster, including alternates, from the Pan-Am Tournament. Provisions are made for alternates at the Final Four if none were used during the Pan-ams.
 - c. If a team only fielded 4 players on a team at the Pan-Ams and one or two of those players are ineligible for some circumstance then the school must first use their 2 alternates as substitutions thus eliminating their alternates at the Final Four if they have 2 ineligible players.
 - d. If any substitutions are needed due to circumstances (graduation, illness, GPA ineligibility, family emergency, etc.) then the school must submit all relative

documentation as required by the committee by a specified date to verify the circumstance to the USCF College Chess Committee Chair. The chair will then form a 3-person subcommittee from the main committee to make rulings on proposed substitutions.

11. All teams must designate a coach or captain (he/she need not be a competitor, just affiliated with the team's school). The role of the coach/captain is:
- To turn in his/her team line-up to the TD at least one hour before the round begins.
 - To see that his/her team arrives on time for each match.
 - To see that his/her team plays in correct board order.
 - To advise his/her players whether or not to accept or offer a draw.
 - To report the result of the match to the TD.
 - To check the wall charts for accuracy.
 - **Captains and players should not have any communication during an active game.**

Note: "Package deals," such as offering draws on boards 1 and 4 to the opposing team captain, are not permitted.

2f. Conduct of the Tournament:

A team may not deviate from its given roster after sign-up. If it is found that players were placed out of order, and the error was the TD's, the proper order will be established in the next round. In this case, previous results will count, both for the team and for individuals. If players were placed, or played out of order, and the error was the team's, then the team may face forfeiture.

To the extent possible, the top boards should be roped off to highlight the top contestants and also to prevent congestion. Some events have highlighted these boards by isolating them in a central area.

Organizational announcements should be made just prior to the beginning of each round.

2g. Electronic Devices

Any electronic device that could be used to transmit or receive information related to chess or to calculate potential moves is not allowed in the tournament playing area. This restriction applies to players and all other personnel in the playing area except the tournament director and TD's support staff. Further, no such devices can be in the immediate possession of a player, regardless of the player's location, during a game that is in progress. Prohibited devices include,

but are not limited to, cell or smart phones, tablets, computers and Apple or Android watches. (Nothing in this rule prohibits the use of Monroi or DGT devices at the discretion of the tournament director.) Violation of this rule by a player may result in the player's immediate forfeit of a game in progress. Violations by a non-player may result in banishment from the tournament playing area.

2h. Tie-breaks:

Tie-breaks are used to award places and trophies only. ~~Cash prizes are divided equally in any tie.~~

If two teams are tied for first, they are considered co- champions. Tie-breaks are used to determine which team name "goes first" in articles, and which team gets the larger trophy. The recipient of the second place trophy can have it ~~send it~~ sent in for a new engraving declaring that team "co- champion." If three or more teams tie, tie-breaks are used to determine first, second, third, etc. places. If two teams or individuals tie for a prize other than first place team, tie-breaks are used for place plus trophy allocation (no new engraving need be sent).

When team match points are equal, the following order of tie-break systems will be used:

- U.S. Amateur Team East (USATE). In the USATE system, you multiple your wins against each individual opponent's final score. Thus, if you defeated a 1st round opponent by a 3-1 score and they ultimately scored 2-4 in the Pan-Am, your team would then get 6 tie-break points (3x2). If you drew 2-2 in round two against a team that would ultimately score 5.5-.5, then you get 11 tie-break points (2x5.5).
- Game points
- Direct encounter
- Bucholz Cut 1
- Bucholz
- Sonneborn-Berger

For individual board prize determinations, the tie-break procedure is total points scored, then:

- Winning percentage
- Median
- Solkoff
- Sonnenborn-Berger

- Cumulative
- Kashdan
- Result between tied players
- Most Blacks
- Result between teams of tied players
- Coin flip

3. Ceremonies:

3a. Opening Ceremony:

The organizer is encouraged to arrange a brief opening ceremony an hour prior to the start of the first round. A reception should be prior to the opening ceremony. A minimum of \$1000 is required to fund this function.

Local dignitaries, deans or faculty from the host school, and the press should be invited. Past experience has shown that local officials have great interest in participating in such ceremonies. Proclamations from a host college, mayor, county executive, and governor might be available upon request from their respective offices.

3b. Awards Ceremony & Prizes:

The organizer is responsible for an awards ceremony in keeping with the stature of a national championship.

The list of prize winners must be posted as soon as possible. The awards presentation order should be announced at the start of the ceremony.

Impressive trophies must be awarded to each of the following finishers. Organizers may add awards with the approval of the US Chess College Chess Committee Chair.

Top teams 1-5.

Division II 2000-2199

Division III 1800-1999

Division IV 1600-1799

Division V: 1400-1599

Division VI: Under 1400 (Organizer's option)

Top International Team

Top Community College (awarding no baccalaureate degree) Top Four-Year Small College (under 5,000 enrollment) **(Teams wishing to be eligible for one of these two awards must declare at the start of the tournament after which they are no longer eligible for any of the Division Awards)**

Top All-Female Team

Best Mixed Doubles Team (with at least 2 males and 2 females)

The following prizes can be clock, trophy or plaque:

Top Individual Boards 1-4

Top Alternate

Biggest Team Upset

Biggest Individual Upset

4. Miscellaneous:

4a. Chess Notation:

Chess notation (or use of a ~~Mon Roi unit~~ an approved electronic notation device as approved by the organizer and chief TD) must be kept consistently and legible by all players.

The organizer should provide carbon scoresheets for all games. These are the property of the organizer, and clean copies must be turned in.

Organized side events add to the attractiveness of the Pan-Am. Such activities traditionally include the Pan-Am Speed Chess Championship. A Pan-Am Open (a regular, open event), and simuls or lectures by famous players are highly recommended.

4b. Posting of rules:

A copy of the Pan-Am Rules shall be posted on the College Chess Website.