

Bylaws of the United States Cycling Federation

Updated January 2007

§1. Name, Purpose and Affiliations

- 1.1** The name of this organization is United States Cycling Federation (the Federation), and is an Association of USA Cycling and operates under USA Cycling regulations.
- 1.2** The emblem of the Federation shall be determined by the Executive Director. No person or organization may use the name or emblem of the Federation in advertising, soliciting goods or services, or promoting without the written consent of the Federation.
- 1.3** The purpose of the Federation is to conduct bicycle programs in all aspects of track, road, and cyclocross racing in consonance with the overall goals of USA Cycling.
- 1.4** The Federation is affiliated through USA Cycling to certain other national and international organizations.
- 1.5** The CEO of USA Cycling is the Executive Director of the Federation mentioned throughout these bylaws and racing rules.

§2. Government

The direction of affairs of the Federation shall be committed to a Board of Trustees, which shall explain, define, and interpret any provision of Federation regulations, subject to direction from the USA Cycling Board of Directors, and promulgate Racing Rules.

2.2 The Executive Director or a person designated by the Executive Director shall, with the advice of the Trustees, interpret the Racing Rules in periods between meetings of the Board of Trustees.

2.3 The term Federation regulations means these Bylaws, Racing Rules, Board of Trustees resolutions, and any other regulation established by the Federation which pertains only to this Association.

2.4 The Federation shall operate in accordance with written USA Cycling regulations, including its own Federation regulations, which, in case of conflict, shall have precedence over one another in the following order: these Bylaws, Racing Rules, and Board of Trustees resolutions. All meetings of the Federation, its Board of Trustees and Committees shall be governed by the current edition of Robert's Rules of Order Newly Revised in all cases in which it applies and in which it is not inconsistent with USA Cycling regulations.

2.5 The geographical structure of the Federation shall be based upon three sections: Central, East, and West. In years evenly divisible by four, sectional compositions shall be adjusted based on registration data at the end of the preceding year so as to have approximately equal numbers of licensees and be geographically coherent. The sections are given below.

2.5.1 Central Section.

Alabama, Arkansas, Colorado, Illinois, Iowa, Indiana, Kansas, Kentucky, Louisiana, Michigan, Minnesota, Mississippi, Missouri, Nebraska, North Dakota, Ohio, Oklahoma, South Dakota, Tennessee, Texas, West Virginia, Wisconsin.

2.5.2 Eastern Section.

Connecticut, Delaware, District of Columbia, Florida, Georgia, Maine, Maryland, Massachusetts, New Hampshire, New Jersey, New York, North Carolina, Pennsylvania, Rhode Island, South Carolina, Vermont, Virginia.

2.5.3 Western Section.

Alaska, Arizona, California, Hawaii, Idaho, Montana, Nevada, New Mexico, Oregon, Utah, Washington, Wyoming.

2.5.4 Throughout these Federation Regulations the term "state" shall be interpreted as referring to one of the above states other than California, Maryland, Nevada or one of the following: California-Nevada/ North (Nevada: zip codes: 893-898; California: Monterey, Kings, Inyo and Tulare County and all counties to the north of those counties.

California-Nevada/South (Nevada: zip codes: 890-891; California: all counties to the south of Monterey, Kings, Inyo and Tulare County.

Maryland-District of Columbia.

§3. Elections

3.1 Election of Trustees. The Board of Trustees shall be composed of two classes of Trustees, as follows. The dates of nominations and elections shall be as specified in USA Cycling Bylaws. All trustees must be USCF or USA Cycling license holders at the time of their nomination and throughout their period of office.

3.1.1 Sectional Trustees.

3.1.1.1 Sectional Trustee candidates may be nominated by affiliated clubs, by petition of five members of the Federation, or by a nominating committee of the Board of Trustees.

3.1.1.2 One Trustee shall be elected from each Section each year and shall serve a three year term.

3.1.2 Athlete Trustees. In years evenly divisible by four, the USCF eligible athletes will elect three athlete trustees, who shall serve four year terms. The athlete who receives the most votes will also be elected as the USCF Athlete Director on the USAC Board of Directors. Of the three athlete trustees, at least one male trustee and one female trustee must be elected. If the top three candidates who receive the most votes are all of the same gender, then the third place candidate will not be elected and that spot will be filled by the candidate of the opposite gender who received the highest number of votes. Candidates must be qualified to serve as Athlete Trustees under USA Cycling Bylaws. Only members who are Eligible Athletes by virtue of membership in this Federation may nominate candidates or vote in Athlete Trustee elections.

Voters may choose up to three candidates, and shall rank their choices by order of preference (1st choice, etc.). The criteria for breaking ties in voting shall be the number of 1st choice votes, then 2nd choice votes, and finally by lot.

3.2 Sectional and Athlete Trustee Election Schedule.

3.2.1 Nomination notices shall be published no later than May 1 of each year. All nomination petitions and signed acceptances thereof must be sent to Federation headquarters no later than July 1st.

3.2.2 No later than July 15th, ballots shall be available online through member accounts at a website designated by USAC to all current members. Ballots will also be available by July 15th to be mailed to all such members upon request. Candidate statements will be posted on the USA Cycling website by July 15th. Ballots must be received by August 15th.

3.2.3 Trustees shall take office at the first meeting of the Board following the USCF annual meeting.

§4. Board of Trustees

4.1 Officers.

4.1.1 The **Board of Trustees Chair** must be a Trustee and shall preside at all meetings of the Board of Trustees. In periods between meetings of the Board of Trustees, the Chair may interpret the Federation Bylaws with the advice of Trustees.

4.1.2 The Secretary of the Board of Trustees shall act as secretary at all meetings of the Board of Trustees. In the absence of the Secretary, the presiding officer may appoint any person to act as secretary of the meeting. The Secretary shall maintain the Federation Governance Policy and a register of active resolutions of the Board of Trustees and their expiration dates and shall provide current copies to Trustees and the Executive Director.

4.1.3 In the absence of the Chair, the Vice Chairs, in the order determined by the Board of Trustees, shall perform the duties of the Chair.

4.1.4 Officers elections shall be conducted at the first meeting of the Board of Trustees after Trustee elections in even-numbered years and officers shall normally serve two-year terms. The Chair, Secretary, and Vice Chairs must be different persons.

4.2 NCCA Advisor Representative. One person may be selected by the NCCA to act as an advisory person in matters that affect the NCCA. The NCCA advisory person shall not hold office on the USCF Board of Trustees, nor vote on any matters concerning the USCF, and shall not be a USAC Director voted to that position by the USCF Board of Trustees. The cost for this person to attend all meetings of the USCF Board of Trustees shall be borne entirely by the NCCA.

4.3 Resolutions of the Board of Trustees shall expire 24 months after adoption unless a different expiration date is specified by the Board of Trustees. Resolutions of committees appointed by the Board of Trustees shall expire at the next meeting of the Board of Trustees.

4.4 Federation Directors shall, to the best of their ability, represent the interests of the USCF Board of Trustees and members when participating in meetings of the USA Cycling Board of Directors.

§5. Amendments

5.1 Amendments to Federation Bylaws and other Federation regulations may be made by the Board of Trustees. All amendments to Federation Bylaws must be approved by at least two-thirds of the total votes cast, abstentions not being counted, or by a quorum, whichever is greater. Federation regulations and the Federation's Governance Policy may be amended by a majority vote.

5.2 Amendments proposed for consideration by the Board of Trustees must be submitted by Trustees.

5.3 All amendments that are adopted by November 17 shall take effect on January 1 of the following year, except that amendments adopted as emergency measures with the approval of three-fourths of the voters may take effect whenever specified but not sooner than 30 days, subject to any requirement of notice to the Board of Directors established in USA Cycling Bylaws.

§6. Affiliated Clubs

6.1 Affiliated clubs may use the Federation emblem on club stationery provided that the identity of the club appears more prominently than the Federation emblem and that the stationery shows no commercial sponsorship. Other uses of the Federation emblem require special permission from the Federation.

6.2 Club Name. Clubs and teams are prohibited from using names, inscriptions, or publicity that may tend to confuse the distinction between them and National Teams of the Federation. Terms such as "National" and "USA" generally lead to such confusion. Only sponsored clubs may be named after a commercial organization.

6.3 Suspension. Any affiliated club that is in violation of the Federation regulations may be suspended by the Executive Director. Such suspensions may be appealed. Licensees of suspended clubs are considered to be "unattached" and are subject to unattached surcharges. Such riders may change clubs without obtaining a release from the suspended club.

6.4 Sponsorship. Any affiliated club in good standing which has promoted a race open to members of other clubs in the current or previous calendar year shall be eligible for sponsorship.

6.5 Sponsored teams consisting of riders who are members of different clubs may be organized by an affiliated club to compete either in a single event or in events throughout the calendar year. The club of which each rider is a member must provide written approval before its members may participate and may, in exchange for the permission, receive a fee from the team sponsor to support development of club riders. All members of the sponsored team must compete in identical uniforms either of the organizing club or of a new sponsorship design.

§7. Rider Licensing

7.1 Eligibility. Annual rider licensing is open to applicants who will be at least 10 years old on December 31 of the current year and who reside in the United States. However, a rider who becomes a member of a UCI Men's Road Team must immediately give up his USCF license. Applicants must submit a completed registration form, proof of age, and the specified licensing fee. Each rider may receive a copy of the Racing Rules as specified in the schedule of fees.

7.1.1 Any person may be issued a USA Cycling International license on a calendar year basis. Such a license may be used in international competition and in all events that are held under USA Cycling regulations, subject to eligibility requirement of those Regulations.

7.1.2 Alternatively, applicants may be issued a Domestic USCF license, which is valid for Federation events.

7.1.3 Others may be issued one-day licenses and be permitted to enter races open to men's category 5 or (for women) women's category 4, but do not become members and may not enter championship events. Riders younger than 10 may enter only Youth Races.

7.2 A Federation license is an identity document that is the property of the Federation and that indicates its holder has voluntarily agreed to abide by the regulations and decisions of the Federation. It permits the licensee to enter any event for which the licensee is qualified and for which a permit has been issued by the Federation.

7.2.1 A racing license indicates the affiliated club, if any, of which the rider is a racing member, the state in which the rider is a resident, the rider's age, sex, and the rider's road, track, and cyclocross racing categories, and citizenship status. A rider may be a racing member of only one club at any time.

7.2.2 All annual domestic and international licenses expire on Dec. 31st for the year they are issued and the color must be the same as designated by the UCI for that year. Consequently, all licenses will expire on December 31st no matter what the date of issue. However, licenses purchased after a certain point in the season, as determined by the Executive Director, will expire on December 31st of the following year.

7.2.3 Changes to a racing license may be made only by an Administrator or the Executive Director. An address change to a different state may be made only by the Executive Director. Anyone making an unauthorized alteration of a license or causing such a change to be made shall be subject to suspension.

7.3 Liability Release. All persons applying for a Federation license may be required, as a condition of issuance of the license, to read, agree to, and sign an agreement and release of liability in a form approved by the Federation.

7.3.1 All persons who are under the age of 18 years, or who are minors under the laws of their home state at the time they apply for a Federation license, must also have their parent or guardian read, agree to, and sign an agreement and release of liability in a form approved by the Federation. A parent or guardian of a minor may revoke that minor's license by written notice to the Federation's central office, and such revocation shall become effective 30 days after receipt by the Federation of the written notice of revocation.

7.3.2 No license shall be valid unless signed by the applicant.

7.4 Each rider's racing class shall be determined by the rider's sex, racing age, and category.

7.5 Categories of Riders.

7.5.1 All riders shall be assigned to one of the following categories for road racing and for track racing: 5, 4, 3, 2 and 1 for men and 4, 3, 2, and 1 for women, with smaller numbers representing increasing rider proficiency and ability. For cyclocross, all riders shall be assigned to one of the following categories: 4,3,2 or 1.

7.5.1.1 Rider categories may be assigned by any administrator based on a rider's experience and performance and are subject to a hearing. Upgrading decisions will be based on the Categorization Guidelines found in this book. Category 5 for men or category 4 for women is assigned unless a higher category has been earned.

7.5.1.2 Categories indicate cycling abilities relative to riders of the same sex without regard to age.

7.5.2 Upgrading and Downgrading criteria for rider categorizing will be specified by Executive Director and communicated to the licensees.

7.6 Membership in Clubs.

7.6.1 Club-rider Contracts. A club and rider may enter into written agreements describing the obligations of each to the other provided that such agreements do not conflict with Federation regulations.

§8. Officials, Coaches, and Mechanics

8.1 Coaches may be licensed upon completion of the training program established by the Executive Director.

8.2 Licensing and Appointment of Officials.

8.2.1 Officials are licensed and categorized according to the positions of responsibility to which they may be appointed. Categories C through A represent increasing proficiency, with separate categories for Federation disciplines. The Executive Director shall establish and make known to all licensees a set of policies and procedures for the licensing, appointment, and management of officials in accordance with these bylaws.

8.2.2 Appointment of Officials.

8.2.2.1 The minimum recommended category for an appointment to a race event depends upon the highest race category in the event and the officiating position:

Race Category	Chief Referee	Chief Judge*	Other Officials
A	A	A	B
B	A	B	B
C	B	B	C
D	B	B	C
E	B	C	C

*Also Chief Timer for time trial events and Starter for track events.

8.2.2.2 Whenever practicable, the assignment of duties shall be rotated between equally qualified officials. Officials from outside the vicinity of the event may be selected whenever the appointing authority deems it is in the interest of the Federation.

8.2.3 Maintaining Officials' Licenses.

8.2.3.1 Any licensed official, in order to remain in good standing as an official of the Federation, must pay any license fees.

8.2.3.2 For selection, nomination and evaluation of officials, the primary characteristics to be considered include but are not limited to an individual's abilities to apply Federation regulations impartially, decisively, and correctly, and to effectively and reliably manage cycling competitions in a manner that fosters respect for the sport of cycling.

8.2.4 International Race Officials.

8.2.4.1 Only Category A officials are eligible to apply for nomination by the Federation whenever seminars and examinations for training of National Commissaires are offered. Only National Commissaires are eligible to apply for nomination by the Federation to UCI International Commissaire courses.

8.2.4.2 Appointments to international races are reserved, in order of priority, to UCI International Commissaires, National Commissaires, Category A officials, and Category B officials.

8.3 Mechanics may be licensed to the end of the calendar year upon certification and payment of the specified fee.

8.4 Liability Release. Any applicant for an official's, coach's, or mechanic's license from the Federation may be required, as a condition of issuance of such license, to read, agree to, and sign an agreement and release of liability in a form approved by the Federation.

§9. Discipline

9.1 All Federation members who participate in an event held under a Federation permit, in any Federation administrative hearing or other official function of the Federation are subject to disciplinary action for misconduct.

9.2 Offenses

The following offenses shall be subject to suspension or lesser penalties:

- (a) Flagrant or persistent violation of any USA Cycling Regulations that seriously damages the good name of USA Cycling, any of its associations or the sport of bicycle racing;
- (b) Any member who acknowledges in writing any published rules of conduct for the use of a training, housing or racing site obtained by the Federation and who subsequently violates those rules;
- (c) Members who fail to make good on invalid checks presented as payment to USA Cycling or as an entry fee at an event that was issued a race permit by the Federation, or who fail to promptly pay any fine or other financial obligation due USA Cycling, an association, or the UCI.

9.3 Procedures

Cases of misconduct will be investigated and processed in accordance with USA Cycling Policy IV concerning disciplinary procedures and hearings.