

Regatta Planning Rubric	Worlds	North Americans & Nationals	Regional Championship	District Championship	Local Event
Place Event on J24 Class Calendar with link to event website.	2 years out	1 to 2 year out	6 months or at the start of the year of event	6 months or at the start of the year of event	6 months out or start of the year
NOR	9 months	6 months	4 months	2-3 months	2 months
Create Website or Page with Regatta Info	1 year out dedicated website	1 year out dedicated website	4-6 months dedicated website recommended	4-6 months dedicated webpage(s) recommended	3-4 months
Online Registration	MUST 9 months	MUST 6 months	MUST 4 months	MUST 2-3 months	2 months
Online Entry List	MUST	MUST	MUST	Optional but recommended	Optional but recommended
Regular Event Promotion Schedule- Send promotion to class	Emails sent bi-monthly and monthly as event gets closer	Emails sent bi-monthly and monthly as event gets closer	Emails sent bi-monthly and monthly as event gets closer-to class and regional members	Monthly to district members	Optional but recommended
Social Media	-Class Website -Facebook -Twitter	-Class Website -Facebook -Twitter	-Class Website -Class Facebook -J24 Sailing FB	-Class Website -Class Facebook -J24 Sailing FB	-Class Website -Class Facebook -J24 Sailing FB

	-Class Facebook -J24 Sailing FB page	-Class Facebook -J24 Sailing FB page	-Local/fleet FB, Blg etc.	-Local/fleet FB, Blg etc.	-Local/fleet FB, Blg etc.
Online Results	MUST-by race	MUST-by race	Daily	Daily	At end of event
Regatta Wrap Up	To Class Newsletter, social media and press within 1 day	To Class Newsletter, social media and press within 1 day	To Class newsletter, social media and local press within a week	To Class newsletter within a week	To Class newsletter within a week
Housing: Attempt to offer free or discounted housing	MUST	MUST	Recommended	Recommended	Recommended
Social Events: Drink Sponsors & Food -Make sure social schedule is clear & published	MUST	MUST	MUST	Recommended	Recommended
Launch & Haul Create a scheduled launch and haul process. (by bow number, registration, or distance traveled)	MUST	MUST	MUST	Recommended	Recommended