



Affiliated Organizations

(Clubs, Teams, and Supporting Businesses)



What's New for 2024?

Available Services:

1) Designated Staff Members

Contact us if you have questions about:

Club Governance

Contact: Erin Waugh

erin@cyclingsbc.net

Club Insurance & Claims

Contact: Arlaine Mozell

arlaine@cyclingsbc.net

Club Services and Development ***NEW***

Contact: Ben Chaddock

ben@cyclingsbc.net

Book a dedicated club admin onboarding session with Ben Chaddock to help your club get ready for the 2024 season.

[Schedule a Call Here](#)

2) Annual Affiliation Application via Interpodia Platform:

The affiliation application process has been updated for 2024.

- Fewer document upload requirements ***NEW***
- Access to Cycling BC's Club Admin Templates to... ***NEW***
 - Streamline your → club membership registration → club kit order → Team Snap → Cycling BC membership registration into one transaction.
 - Streamline your guest/prospective club member "Meet & Greet" process and make it easier for your Ride Leaders to ensure everyone on the ride is insured/waivered and have updated emergency contact info.

CYCLING BC would like to thank the following clubs/teams for helping us trial and refine these new processes.

The Last Drop Cycling Club | Glotman Simpson Cycling Club | Adera Cycling Club | Spinal Cord BC | Grasslands Interior | Okanagan Bike & Ski | Eritrean Vancouver Cycling Club | Steveston Velo

3) Helpful Tools via Interpodia Platform:

- Admin notification emails (get an email when someone registers for your club)
- Mailchimp Integration (add club members to your Mailchimp mailing list)
- Add a clothing/club kit order to your club registration (existing feature)
- Waitlist Function (easy to join waitlist, automated management process) ***NEW***
- TeamSnap App Integration (seamless invites & easy attendance tracking) ***NEW***
- Pre/Post Event emails (auto-send pre/post-event emails) ***NEW***

*****NEW*****

Cycling BC is responsible for setting up REGISTRATION RULES for all club registration and sanctioned events to ensure all registrants are Cycling BC members.

4) Ride Leader Training (Recommended for Adult Clubs):

- We've expanded our RIDE LEADER TRAINING team and now have more capacity to train new CLUB RIDE LEADERS.
- Clubs interested in booking a ride leader training session can learn more at cyclingbc.net

Next Steps:

- **Setting up your member reg and events on CCN:** The CCN/Interpodia platform is recommended for registering club members and/or hosting club events for Cycling BC affiliated clubs, teams, and supporting businesses. CCN/Interpodia is also Cycling BC's member registration platform, so you can easily verify your club members are Cycling BC members who are covered by Cycling BC's member insurance. Feel free to contact ben@cyclingbc.net for assistance.
- **Adding Cycling BC as ADMIN on CCN: *NEW*** Take advantage of Cycling BC's admin support for your club/event activity registration on CCN by adding Cycling BC as an Admin on your CCNBikes club/event registration. Want to learn more about how to do this? Feel free to contact ben@cyclingbc.net for assistance.
- **Using CCN/Interpodia if your club is organizing Learn-to-Ride/Race clinics:**
 - If you are charging a fee for the clinic and inviting non-members, you will need to sanction the event with Cycling BC (cyclingbc.net/sanctioning).
 - If you are holding the event exclusively for your club members, you will need to register the event as a Registered Club Activity (cyclingbc.net/ridereg)
 - For a Learn-to-Ride/Race clinic to be considered valid for the purposes of awarding upgrade points, the instructor must hold Club-Assistant status (cyclingbc.net/registry) and have been onboard with Cycling BC's LTR curriculum (ie: Road54).
- **Making Sport Safer:** Affiliated Clubs/Teams/Supporting Businesses are required to follow Cycling BC's [SafeSport and Coach Excellence Policy](#) to ensure your club is following current SafeSport practices including certification requirements for club coaches, youth coaches, and adult skills instructors. Feel free to contact ben@cyclingbc.net for more information.
- **Registering your rides with Cycling BC: *UPDATED***
 - All activities must be registered/approved to be covered by the Cycling BC general liability insurance.
 - Fill out our form at cyclingbc.net/ridereg.

If you have any questions or need more information about any of the above, please contact ben@cyclingbc.net or [schedule a call](#) for your club's onboarding session to help you navigate the registration process, admin templates, and more for 2024.