



Cross Country Canada 2020 Canadian Championship Bid Package Outline

Cross Country Canada (CCC) is interested in receiving Letters of Interest and Bid Packages to Host the 2020 Canadian Ski Nationals. The applicant must be a CCC Club in good standing or an organization with a proven event management track record endorsed by the hosting Division.

Please note the 2020 competition season represents a unique World Cup hosting opportunity in North America. From March 14 – 22nd Canada and the USA will host the final 5 events of the World Cup calendar. In order to encourage maximum participation in the Canadian Ski Nationals the plan is to schedule the Ski Nationals after the World Cup Finals in Canmore, AB. Bid communities should take this timing into consideration when submitting their bid packages.

The Event Organizing Committee (OC) can assume the following:

- a) The CCC Events Committee will name a Selection Committee to govern over this process.
- b) The Assessment Guideline below will serve as common ground for members of the Selection Committee to evaluate the Bid Package. Weighting will be added to each element to reflect current event hosting priorities and LTAD models.
- c) Bids received by August 15th, 2018 will be evaluated and the successful applicant will be announced by early September, 2018 for the 2020 Ski Nationals.
- d) This selection process is for the Canadian Ski Nationals with Junior and Senior age categories. Expected field size is 600 + athletes supported by 100+ staff. The Ski Nationals also include the Canadian Colleges and University Championships (CCUNC).
- e) Cross Country Canada owns the Title sponsor property for the Ski Nationals. This includes primary signage locations at the venue, naming rights and brand identification on race bibs. Presenting sponsor of the Sprint competitions will be provided to the National "Sprint Series" sponsor to be announced by CCC prior to the 2019 competition season.
- f) CCC is looking for an athlete centered event hosted by a club or organization with a proven hosting record and a solid athlete development program.
- g) The successful bid committee will be expected to form an OC and sign an Agreement to Host with CCC stating compliance with the 2019 Ski Nationals Technical Package, as amended by the Events Committee, by October 2018.
- h) A sanction and registration fee of \$1,500 will be payable to CCC by the successful applicant prior to the 2020 Competition season for FIS and CCC sanction.
- i) Bidding clubs must present FIS homologated competition courses for the Open Category with the submission of this bid or written commitment of same.

- j) All bids must be accompanied by documentation from the Host Division, the Host Region and venue operator indicating support of the bid and accepting the terms and conditions outlined in this letter and the Ski Nationals Technical Package.

Reference Materials:

1. The 2018 Ski Nationals Technical Package, as amended
<http://www.cccski.com/Events/Technical-Packages.aspx>
2. Rules governing the sport can be found in the most current version of the CCR/FIS ICR and yearly precisions. <http://www.cccski.com/Events/Rules-and-Regulations.aspx>
3. Guidelines for the Roles and Responsibilities of cross-country ski officials can be found in the Officials Manual V3.4 or as amended at
<http://www.cccski.com/Events/Officiating.aspx>
4. Financial Forecast – template is on line at: <http://www.cccski.com/Events/Events-Info.aspx>

Submitted by: _____ **Position:** _____

Date: _____

Email address: _____ **Evening Phone #:** _____

Name of Host Club/OC: _____

Name of Chair, Bid Committee: _____
(Please print) Telephone email

Please complete a bid package and return it to Dave Dyer, Director Event Management:
No later than **August 15th, 2018**.

Email: ddyer@cccski.com; Tel: (613) 445-3527 or mobile (613) 297-0188. Fax 613 445-1321.
Mailing address: PO Box 546, Russell, ON K4R 1E7

NOTE: Members of the Selection Committee live in all regions of the country. To facilitate exchange of bid information, sites are asked to submit all documents in electronic form.

General Areas of Evaluation for the Selection Committee:

Leadership and Admin:

Please include the names & positions of key members of the organizing committee, level of experience and their certification levels.

Provide a preliminary event Statement of Revenues and Expenses, showing in kind donations, Letters of support and sponsorship from the host community and Tourism Offices.

Identify ways your OC can help stimulate local and national media coverage and community involvement. Identify plans for fundraising, public partner support/ available event hosting grants and promotion.

Participant Support:

Provide examples of: a) accommodation b) food service facilities (plus banquet) c) cost and proximity to competition venue for accommodation & food services and transportation hubs. Is there sufficient capacity and cost efficient units (including housekeeping units for -600-800 participants? Outline your plans for hospitality, opening/closing ceremonies or extra curricular activities?

Technical:

Provide trail and stadium information (i.e. maps, course profiles, and FIS Homologation #'s) for courses including Sprint and TSp competitions. The Club hosting the 2018 Ski Nationals will be asked to include interval start, team sprint/relay and/or mass start competitions. Does your venue have the capacity to host a Skier Cross competition for the Challenge category on Team Sprint day? Please outline your current and planned stadium configuration and trail capacity for the proposed events. Plans should include your clubs suitability to host Para-Nordic competitions.

Please note that site facilities and courses identified for the Open category must be homologated to COC FIS standards at the time of your bid submission as per the 2017 Canadian Homologation Guidelines <http://www.cccski.com/Events/Rules-and-Regulations.aspx>. The host club is responsible for all costs and required permits.

Within the bid package please outline your Venue plan detailing parking and facilities for shelter, sanitation, waxing and public access/support. Note ventilated wax facilities are required as per the 2018 Technical Package or as amended by the Events Committee considering the health and safety of wax technicians.

Provide the temperature and snow conditions in mid to late March over the past few years at your site.

Show and list snow management capacity (equipment and fertilizer application permits – if required)

Please include a list of timing equipment and show results communications plan.

Outline recent events hosted by your club at this facility and include date, event name, #of Competitors, # of Categories and level of sanction.

Legacy:

Show the impact, of hosting the event on the club’s Athlete, Coach and Officials Development Program(s), and of other programs within the club & division.

Please include an outline of the club’s current activities in the following areas.

- # of Jackrabbits, Racing Rabbits & licensed skiers
- # of junior racers, # of active senior racers, # of active certified coaches and their levels
- # of Para-Nordic racers and classification and plans to expand in this area,
- # of athletes attending each of the last three Canadian Ski Nationals

Overall Participation #'s and Aggregate Ranking during the last 3 Canadian Ski Nationals:

Whitehorse (2016) _____ Overall Club Aggregate Rk _____ Junior Team Rk _____

Canmore (2017) _____ Overall Club Aggregate RK _____ Junior Team Rk _____

Lappe Nordic (2018) _____ Overall Club Aggregate Rk _____ Junior Team Rk _____

Ski Nationals Assessment Grid (for information only)

The Selection Committee will review each bid under 4 categories. Within each category, specific characteristics will be weighted by the Committee depending upon the importance of the area defined, impact on athletes and coaches and relative importance to CCC's Events program. Total score per characteristic will be based on the Point allocation as noted X weight factor.

Leadership & Admin – 25%	Wt Factor	Characteristics
OC		List key members of the OC and experience
National Media		Provide creative examples of how the OC can enhance this
Local Media		Past media support, Size and reach of electronic and print media
Outreach		Community involvement plans
Finance		Show fiscal responsibility, in kind donations, attach preliminary budget based on skier Registration and Banquet fees identified in the Technical Package
Promotion & PR		Ability to service event in both official languages, PR plans
Fundraising		Concept & Plan, Merchandising, local sponsorship, proof of hosting support from local and provincial governments,
Athlete Development Program		Description of Club Programs
Participant Support – 20%		
Accom		Proximity, number and types including housekeeping units
Food Services on-site		(as above), banquet plans and capacity
Banquet Plans		Identify capacity, anticipated costs, Preliminary agenda
Medical		Medical services for athlete and spectators on site, within the local community
Hospitality & Ceremonies		For athletes, coaches VIP etc, Opening/Closing Ceremonies
Gr Transport		Availability of rental or public transport
Cost/ease of Travel		Proximity to major airports, direct flights
Disabled Access		Needs of Para-Nordic athletes, ie, parking, washrooms, trail access
Technical Considerations – 30%		
Venue		Attach Venue Plan, parking,
Wax Facilities		Provide schematic of area, ventilation capacity
Weather/Snow Conditions		Attach Weather History Snowmaking, farming and fertilizer capacity

Grooming Equip Results	List of equip, snowmaking or snow acquisition Timing equipment (electronic), process; Please note the host club is expected to have hi speed internet access on site
Communications Courses	Print, electronic and web access & capacity, Provide FIS Homologation reference #'s Do you have courses suitable for Para Nordic events?
Stadium including Parking & power capacity for onsite operations	Suitability for mass starts and T Sprints
Sprint Courses Public	Suitability for seniors and juniors, Viewing access and support i.e. food service, announcing Waxing, wax testing, heated chalet (size), washrooms, showers,
Back-Up Site Plan Officials/Volunteer Hosting experience	Plan of backup site, distance from your club Levels of Certification; Officials Training Plan List hosting activity within last 2 years; Planned activity in preparation for Ski Nationals

Legacy for Host Region and Sport – 25%

National Rotation	Identify why regional opportunities to host are important for Club / Division LTAD
Balance of Schedule Sport Development	Considerations of other national events, selection races Impact recent events have had on Club, Divisional Athlete Development
Facility National Sponsor Impact	Improvements anticipated as a result of hosting, List available grants, Elements of the host site that would influence the participation and support of sponsors and suppliers in the Ski Nationals
Para-Nordic	Outline current and future program plans to integrate and promote PN skiing at your club in preparation for the Ski Nationals

Point Allocation

- 0** No supporting evidence in bid document
- 1** Inadequate, minimal or unsuitable documentation
- 2** Adequate documentation
- 3** Well documented section, showed creative approach

Bids must achieve a minimum rating of 75% of the maximum total available to be considered.