



HOST BID PACKAGE CANADA WEST SHORT TRACK CHAMPIONSHIPS March 17-18, 2018

Brief description of event:

The Canada West Short Track Championships are intended to be the focal point of athlete preparation for skaters in the Training to Train stage of development. These Championships provide a meaningful, high profile and developmentally appropriate end of season competition which is a source of motivation and opportunity for recognition of the best developing skaters in Canada. This event will serve as a primary introduction to national competitions where skaters represent their Branch in competition.

- The Canada West Short Track Championships will include skaters from:
 - British Columbia (BC)
 - Alberta (AB)
 - Saskatchewan (SK)
 - Manitoba (MB)
 - Yukon (YT)
 - Northwest Territory (NT)
- Competition to take place over two (2) days. In 2017-2018, the date shall be March 17-18, 2018.
- Host of this event is required to provide practice time for the day prior to the event at no cost to the participants. A minimum of four (4) hours of practice ice will be required.
- A hosting grant will be provided with the amount being determined (approximately \$2,400.00) in the Spring of 2017. The first 50% of the grant will be issued in August 2017. The remaining 50% of the grant will be issued upon receipt of the final Meet Coordinator report, due within 30 days of completion of the competition.
- Registration for this event is \$90 per skater.
- Maximum field for entry is 128 skaters.



- Participant Eligibility – age of participant before July 1, 2017 prior to the event:

Male	Female
12 yrs	11 yrs
13 yrs	12 yrs
14 yrs	13 yrs
15 yrs	14 yrs

Bid process submission:

- Completed applications are to be submitted to Speed Skating Canada, Martin Sanio msanio@speedskating.ca.
- Application Deadline: October 14, 2016.
- All bids must be endorsed by a Branch to indicate Branch awareness/support.



Host Bid Application

Submissions must include the following information and demonstrate that the host meets the following requirements:

1. **Name and contact information (email/phone number) of host Club.**
2. **Name and contact information (email/phone number) of Meet Coordinator.**
3. **Name and contact information (email/phone number) of Branch/Partner.**
4. **Previous competition experience of host Club:**
 - a. What Short Track competitions has your Club hosted?
5. **Access to community:**
 - a. Is there an airport with direct flights to your community?
 - b. If not, how far is the nearest airport?
 - c. What are the suggested means of travel from the nearest airport to your community?
6. **Venue Requirements:**
 - a. Preference for the ice surface is 100 feet by 200 feet (Olympic Size), however the minimum ice surface size that will be accepted is 85 feet by 200 feet (NHL Size). It is mandatory that all events must take place on a 100m oval.
 - b. The capacity to host at least 400 spectators.
 - c. Level 4 Short Track Crash Protection that meets SSC guidelines. Refer to Appendix D7 of the SSC Red Book.
 - d. An area dedicated for skater warm-up, including four (4) bikes with room for stretching.
 - e. Access to at least six (6) changing rooms.
 - f. The ability to remove plexiglass as required for Starters, water, etc.
7. **Medical Requirements:**
 - a. As per SSC Red Book D5-201-Medical Team, you are required to have:
 - o A Medical Coordinator
 - o A Physician
 - o One of the following: Advanced Care Paramedic, Advanced Medical Responder or Sports Therapy Professional who has training and experience applying immobilization devices
 - b. Ambulance available within eight (8) minutes for all ice sessions including practice times.
 - c. Medical/First Aid Room.



8. Hospitality:

- a. What is the distance from the preferred hotel accommodations to the arena?
- b. Do you plan to provide transportation from the hotel to the arena for skaters, coaches and Officials?

9. Equipment Requirements:

- a. Electronic timing equipment (photo finish required).
- b. The use of Meet Manager program.
- c. Access to all of the standard equipment required to run a competition of this level.

10. Officials:

- a. Speed Skating Canada will assign two (2) Referees, two (2) Starters and one (1) Competitors Steward to this competition.
- b. Who have you identified for the roles of Chief Timer, Clerk of the Course and Chief Line Judge and what are their levels of certification?
- c. Speed Skating Canada will assign a Technical Representative to this competition.

11. Preliminary Budget and Sponsorship

- a. Provide financial forecast reflecting all potential revenues and expenditures associated to the event.
- b. Provide local sponsorship plan. Include thoughts on sponsorship package that is to be offered to local businesses and potential supporters.
- c. Provide fundraising plan.

12. Public Relations Plan

- a. Outline public relations plan focusing on local promotion of event through press releases, community awareness and media outreach.
- b. Provide strategies for promotion/increase of attendance.

13. Awards and Ceremonies

- a. This competition requires a banquet to be hosted on Friday or Saturday evening.
- b. Overall Champion awards are to be purchased by the Host Organizing Committee.
- c. To present medals to the individual winners (Speed Skating Canada to provide).

Tips:

- Consult your local tourism office/board. They may be able to help you write a successful bid as well as inform you of potential funding opportunities.
- If you're not sure, ask. If you are unsure of a hosting requirement please be sure to contact Speed Skating Canada or a Competitions Development Committee member, they can provide you with examples of successful bids as well as help you understand minimum requirements.



By submitting a Competition Hosting Bid Application to Speed Skating Canada, you are consenting to following all Speed Skating Canada's Procedures and Regulations outlined in the Red Book.

CONTACT INFORMATION:

Competitions Development Committee:

Steve Harris (Steve.Harris@gnb.ca) – Chair
Sandra Chenard (sgchenard@sympatico.ca)
Christina Acton (christina.acton@live.com)

Speed Skating Canada:

Janice Dawson (JDawson@speedskating.ca) – Director of Sport Development
Martin Sanio (MSanio@speedskating.ca) – National Events Coordinator