



HOST BID PACKAGE



**REQUEST FOR PROPOSALS
2023-24 & 2024-25 SEASONS**

Host Bid Application

This document serves as a guide to help Organizing Committees identify the various factors that will be considered by Speed Skating Canada when selecting event hosts for the upcoming season.

Purpose:

This request for proposal (RFP) was developed by Speed Skating Canada (SSC) with the purpose of facilitating the selection of a host city for competitions in the aforementioned competition season.

The Host Bid Application will be scored out of 100. The points allotted to each category are outlined following the category name.

Name and Contact Information (email/phone number) of:

- Host Club/Organizing Committee
- Meet Coordinator
- Affiliated PTSO

Host City

Transportation (5 points):

- Proximity to nearest airport
- Sufficiency of city public transit system

Community (5 points):

- Strong volunteer base
- Support from host city
- Support from local sport community
- Support from the affiliated PTSO is required

Hospitality (10 points):

- Hotel location and capacity
- Proximity to restaurants

Performance Venue

Venue Requirements (25 points)

- Youth Championships can run on an 85ft x 200ft ice surface (NHL size) or on a 100ft x 200ft (Olympic size) ice surface.
- Venue has level 4 Short Track Crash Protection that meets SSC guidelines. Refer to section D2-101 of the SSC Red Book
- Venue has the capacity to host at least 400 spectators
- Venue has an area dedicated for athlete warm-up, including four (4) bikes with room for stretching
- Venue has at least six (6) changing rooms.
- Organizing Committee has access to an Officials room
- Venue has the ability to remove plexiglass as required for Starters, etc.

Equipment (5 points):

- Access to electronic timing equipment
- Access to electronic starting equipment
- Access to photo finish equipment
- Access to the Meet Manager program



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Medical Requirements (15 points):

Please refer to SSC Red Book section D5-201-Medical Team for specific medical requirements. All events must have access to the following:

- Medical/first aid room
- Ambulance within eight (8) minutes to venue
- Hospital within the host city
- Emergency Action Plan

Officials (5 points):

Please refer to SSC Red Book section C5 - Officials for specific officials requirements.

- SSC will provide major officials
- The Organizing Committee is required to supply all minor level Officials to support all components of the competition
- The Organizing Committee is required to supply enough trained volunteers to support all components of the competition

Public Relations and Awards (10 points):

- Medals will be provided by SSC for all Championship events
- The host will be required to provide prizing for non-championship distances (i.e. relays and super finals)
- Outline public relations plan focusing on local promotion of the event through press releases, community awareness and media outreach
- Provide strategies for promotion/increase of attendance

Facility Amenities (5 points):

- Venue offers separate washrooms for participants and spectators
- Venue offers concessions for participants and spectators
- Venue is equipped with internet access and sufficient electrical power
- Venue is wheelchair accessible
- Venue offers sufficient meetings spaces, including a volunteer room

Live Stream (10 points):

- Capacity to live stream the event on Speed Skating Canada's YouTube channel is required

Value-Added Items (5 points):

Value-added items are unique characteristics that may enhance the bid.

- Professional development offered to coaches and officials
- Organizing Committee develops strategies to make the event more sustainable



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How the Host City Benefits:

In partnership with SSC, you can further develop speed skating in Canada both locally and on a national scale, as well as promote your city nationwide through media outlets and webcasting. The host city will also have several revenue opportunities which include but are not limited to ticket sales, local sponsorship, fundraisers, concessions, etc.

Bid Process Submission:

All bids must be endorsed by a PTSO to indicate awareness/support.

Bid packages will be reviewed and evaluated by SSC staff using the scoring outlined above.

Speed Skating Canada (SSC) and the selection committee reserve the right to make changes to the bid criteria at any point in time as may be deemed necessary. SSC and its designated selection committee also reserve the right to request additional information from the potential host sites concerning any aspect of the application or subsequent materials supplied throughout the bid process.

Registration Fees:

Registration fees for the Canadian Youth Short Track Championships are \$100/athlete.

By Submitting a National Event Host Application to Speed Skating Canada, you are consenting to follow all Speed Skating Canada's Procedures and Regulations outlined in the Red Book.

Completed applications are to be submitted to **Jill Lynch** at jlynch@speedskating.ca



**Hosting Bid Package
2023-24 & 2024-25 Seasons**

Host Bid Application

Appendix B – Event Overview

CANADIAN YOUTH SHORT TRACK CHAMPIONSHIPS

The Canadian Youth Short Track Championships features skaters aged 11 to 13 and is used to crown individual distance champions for each age class. The event also features relays and ability-based races amongst all age groups. This event serves as an introduction to national level competition for developing skaters and an opportunity for them to represent their province/territory on the national stage.

The Canadian Youth Short Track Championships will include skaters from:

EAST

- Newfoundland and Labrador
- Nova Scotia
- New Brunswick
- Prince Edward Island
- Quebec
- Ontario
- Nunavut

WEST

- Manitoba
- Saskatchewan
- Alberta
- British Columbia
- Northwest Territories
- Yukon

The maximum number of skaters at the Canadian Youth Short Track Championships is 120.

Participant Age Categories and Athlete Eligibility:

Age of participant before July 1st prior to the event:

Male	Female
11 yrs	11 yrs
12 yrs	12 yrs
13 yrs	13 yrs

Refer to the following bulletin for eligibility requirements: Youth Competition Bulletin



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CANADIAN YOUTH SHORT TRACK CHAMPIONSHIPS

The competition is held over the course of 2 days and a camp will be held on the Friday before the competition begins.

CAMP

The camp will be coordinated and hosted by Speed Skating Canada. On the Friday before the Canadian Youth Short Track Championships, from 11:00-5:00 PM, the host must provide ice time and two rooms that can hold 40 athletes each. The host will also be required to provide 4-6 volunteers to support the camp.

ATHLETE SOCIAL

The host is responsible for organizing a Friday night athlete social. The athlete social should be a casual event where athletes can socialize with each other.

HOSTING GRANT

A hosting grant of \$7,250 was provided in 2022-23. The first installment is paid upon receipt of the signed hosting agreement. The remaining 50% of the grant will be issued upon receipt of the Meet Coordinator report, due 30 days after completion of the competition.

Contact Information:

Jill Lynch - jlynch@speedskating.ca



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