**ICF Bid questionnaire for Canoe Freestyle World Championships and Canoe Freestyle World Cup.**

* All candidates are asked to fill this questionnaire form and attach the nine (9) mandatory appendices.
* All candidates are required to read the Canoe Freestyle technical deliverables for World Championships and World Cups.
* To assist the preparation of your bid document we have included the following information:
	+ Competition schedule:
		- World Championships – 5 days
		- World Cup – 3 days
	+ Participation statistics for World Cup

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
|  | **2014 - SORT - ESP** | **2014 - SALT - ESP** | **2014 - MILLAU - FRA** | **2016 WC2 SAN JUAN ARG** | **2016 WC1 SAN JUAN ARG** | **2018\_WC2- SORT ESP** | **2018\_WC1-SORT ESP** |
| National Federations | **23** | **21** | **20** | **11** | **12** | **15** | **15** |
| Athlete | *110* | *114* | *87* | *41* | *47* | *99* | *95* |
| Team Leader | *4* | *4* | *18* | *2* | *3* | *7* | *2* |
| Team Staff | *2* | *1* | *1* | *0* | *0* | *0* | *1* |
| NF representatives | *1* | *0* | *4* | *0* | *0* | *0* | *0* |
| TOTAL | **117** | **119** | **110** | **43** | **50** | **106** | **98** |

* + Participation statistics for World Championships

|  |  |  |
| --- | --- | --- |
|   | **2013 - NANTAHALA USA** | **2019 - Sort ESP** |
| National Federations | **29** | **25** |
| Athlete | *173* | *200* |
| Team Leader | *27* | *10* |
| Team Staff | *22* | *17* |
| NF Representatives | *3* | *1* |
| TOTAL | **225** | **238** |

* Hosting fee to be paid to the ICF after the allocation:
	+ Canoe Freestyle World Championships – **10’000€**
	+ Canoe Freestyle World Cup – **FREE**

# 1 - General Information

## 1.1 - Event title

☐ Canoe Freestyle World Championships

☐ Canoe Freestyle World Cup

Year : …………………..

## 1.2 - City Name

*This name will be in the event title*

## 1.3 - Proposed Dates

*The final date will be chosen by the ICF.*

## 1.4 - Why do you prefer this period?

## 1.5 - Is there another big event at the preferred period?

## 1.6 - Information about the candidate city

*General information such as name, major statistics, weather and main features*

## 1.7 - Key personnel within the Organising Committee

*This list must include the name and contact details of the person in contact with the ICF.*

|  |  |  |
| --- | --- | --- |
|  | **Name** | **Email Address** |
| **NF Contact person** |  |  |
| **HOC Competition Manager** |  |  |
| **HOC Technical Organiser** |  |  |

# 2 - Provisional budget

**Mandatory appendix to provide: provisional budget based on the template**

The provisional budget must include the following expenses (to be paid to the ICF):

* ICF hosting fee
* ICF medals:
	+ Canoe Freestyle World Championships – 10.50€/ medal
	+ Canoe Freestyle World Cup – 10€/ medal
* ICF Scoring Provider:
	+ Canoe Freestyle World Championships – XXX
	+ Canoe Freestyle World Cup – XXX
* To secure your organisation contingency plan reserve must be included: minimum 5% from the total amount of your provisional budget.

# 3 - ICF technical deliverables acceptance

## 3.1 - Principle

☐ By ticking this box, you acknowledge and agree to deliver this competition according to all mandatory deliverables described in the “ICF technical deliverables for ICF World Championships and World Cups”

# 4 - Immigration and Custom Procedure

## 4.1 - Visa requirements

*Please provide a document from the ministry of foreign affair website with the list of the VISA policy for each nation.*

## 4.2 - Customs regulations

*Measure that will be put into place to facilitate the process (e.g. Sport Equipment)?*

# 5 - Venue

## 5.1 - Field of play and technical characteristics

|  |  |
| --- | --- |
| Name of Course |  |
| Type of feature | ☐ stopper / ☐ wave |
| Competition course flow |  |
| Water regulation on course |  |

**Mandatory appendix to provide: video of the feature “surface boat” and “squirt boat”**

## 5.2 - What is your venue or facility main weakness and how you plan to solve or diminish its impact?

## 5.3 - Contingency Plan

*What is your plan for alternative location in the event where a change of location would be needed (could be in another country)?*

**Mandatory appendix to provide: letter of support from the owner of the alternative venue**

# 6 - Sport Event Hosting Experience

## 6.1 - What is the experience of your Host Organising Committee?

# 7 - Venue and Sport organisation

**Mandatory appendix to provide: Venue layout map with all areas**

## 7.1 - Mandatory areas

The venue layout map must include all mandatory areas listed in the technical deliverables.

## 7.2 - Areas details

Please complete the table below for each area. The ID number should be reflected on the venue layout.

|  |  |  |  |
| --- | --- | --- | --- |
| **ID** | **Area** | **Size (m²)** | **Infrastructures** |
| **Temporary** | **Permanent building** | **New permanent building to create** |
| 1 | Judges platform |  | ☐ | ☐ | ☐ |
| 2 | Coaches area |  | ☐ | ☐ | ☐ |
| 3 | Sport Information Office |  | ☐ | ☐ | ☐ |
| 4 | Sport presenter area |  | ☐ | ☐ | ☐ |
| 5 | (TV commentary position |  | ☐ | ☐ | ☐ |
| 6 | TV Compound |  | ☐ | ☐ | ☐ |
| 7 | Nation Area |  | ☐ | ☐ | ☐ |
| 8 | Boat storage |  | ☐ | ☐ | ☐ |
| 9 | Media Center |  | ☐ | ☐ | ☐ |
| 10 | Mixed Zone |  | ☐ | ☐ | ☐ |
| 11 | ICF office |  | ☐ | ☐ | ☐ |
| 12 | Accreditation Center |  | ☐ | ☐ | ☐ |
| 13 | HOC Office |  | ☐ | ☐ | ☐ |
| 14 | Medal Presentation Area |  | ☐ | ☐ | ☐ |
| 15 | Doping Control Station |  | ☐ | ☐ | ☐ |
| 16 | Medical area |  | ☐ | ☐ | ☐ |
| 17 | VIP area |  | ☐ | ☐ | ☐ |
| 18 | Parking |  | ☐ | ☐ | ☐ |

# 8 - Accommodation

*Please complete the table below (maximum 30 minutes by car from the venue).*

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Hotel Name** | **Standing** | **Range Price** | **Number of beds** | **time from venue** | **Hotel Website** |
|  | ★/ Hostel |  |  |  |  |
|  | ★★ |  |  |  |  |
|  | ★★★ |  |  |  |  |
|  | ★★★★ |  |  |  |  |
|  | Camping  |  |  |  |  |

# 9 - Athletes services (on site)

## 9.1 - Which optional services do you plan to provide to athletes and delegation?

# 10 - TV production

*The HOC should provide a Live Streaming feed for World Championships (all phases) and World Cup (semi-final and final phases).*

*The HOC may produce an International TV feed for his national TV or / and international channels.*

## 10.1 - Do you have an experienced TV producer to provide the Live Streaming feed?

## 10.2 - Do you plan to provide an international TV feed (final phases) to promote your competition around the world?

## 10.3 - Do you have a national TV channel interested by showing this competition (final phases)?

*If yes, a letter of support will be appreciated.*

# 11 - Public engagement

## 11.1 - What are you planning to attract spectators (e.g. promotion plan)*?*

## 11.2 - What are you planning to improve spectator experience (e.g come and try, spectators village, fan zone)?

# 12 - Legacy

## 12.1 - What is the public opinion toward the sport event and what is the legacy that will be left to the community once the event is over?

# 13 - Sustainability

## 13.1 - Have you planned specific actions regarding environment, social and economic topics? If yes, please describe as detailed as possible.

## 13.2 - Is that possible for you to place refill water stations and distribute reusable bottles to athletes and volunteers instead of handing over plastic bottles?

## 13.3 - In case you are providing catering to athletes and volunteers, do you plan to serve food on plates  (no pre-packed meal) and with no plastic cutlery, plates or glasses

# 14 – ICF Development Programme support

*The minimum requirements are described in the ICF technical deliverables.*

## 14.1 - Can you support the ICF development programme by providing additional services?

# 15 - Mandatory Appendices

*All listed appendix must be provided attached to the questionnaire (same numbering).*

* Appendix 1: Agreement of the National Federation
* Appendix 2: Agreement of the host city
* Appendix 3: Agreement of the owner of the venue
* Appendix 4: Letter of support from the owner of the alternative venue
* Appendix 5: Letter of support from other financial partners listed in the operational budget
* Appendix 6: Operational Budget
* Appendix 7: Detailed map of the field of play (one for each type of event)
* Appendix 8: video of the feature “surface boat” and “squirt boat”
* Appendix 9: Map with the location of airports, rail network and roads to the venue/city

APPENDIX 1

Agreement of the National Federation

**We hereby declare our intention to host an event as indicated above based on the ICF organising terms including event contract, annexes, ICF Technical Deliverables and ICF event Manual.**

National Federation

Concerned competition

Name of the President/ CEO

Date

Address

 City

Telephone

E-mail Address

Signature