**ICF Bid questionnaire for Canoe Slalom Junior and U23 World Championships**

* All candidates are asked to fill this questionnaire form and attach the nine (9) mandatory appendices.
* All candidates are required to read the Canoe Slalom technical deliverables for World Championships and World Cups.
* To assist the preparation of your bid document we have included the following information:
	+ Competition schedule: 6 days including Extreme Canoe Slalom
	+ Participation statistics:



* + Number of National Federations:



* Hosting fee to be paid to the ICF after the allocation: 10’000€

# 1 – General Information

## 1.1 – Event title

* ICF Canoe Slalom Junior and U23 World Championships

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 – Is there another big event at this same period in your area?

## 1.5 – Information about the candidate city

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

## 1.6 – 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: 10’000€ (to be paid following the competition allocation)
* ICF timing and scoring provider & Judging Slow-motion services: 25’000€ (final amount to be confirmed)
* ICF medals: 1’500€ (final amount to be confirmed)

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 Homologation

## 5.1 – Field of play and technical characteristics

|  |  |
| --- | --- |
| Name of Course |  |
| Competition Course length |  |
| Competition course drop |  |
| Competition course flow |  |
| Water regulation on course |  |

**Mandatory appendix to provide: Detailed map of the field of play**

## 5.2 – Was your venue homologated by the ICF?

* Yes
* No

*If not, you must plan an homologation visit before the allocation of the event with the ICF.*

## 5.3 – If you have “Key mandatory action” needed after the homologation report:

* What is your action plan to achieve it? (e.g. budget, timeline, external expertise)

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

## 5.5 – 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?

## 6.2 – Test Event

*Plan for at least one test event in 2023 (at least organisation of one ICF ranking competition*

# 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 | Ovenue Results Management |  | [ ]  | [ ]  | [ ]  |
| 2 | Sport Information Office |  | [ ]  | [ ]  | [ ]  |
| 3 | ITOs meeting room |  | [ ]  | [ ]  | [ ]  |
| 4 | TVS room |  | [ ]  | [ ]  | [ ]  |
| 5 | Equipment control station |  | [ ]  | [ ]  | [ ]  |
| 6 | Nation Area |  | [ ]  | [ ]  | [ ]  |
| 7 | Boat storage |  | [ ]  | [ ]  | [ ]  |
| 8 | TV compound |  | [ ]  | [ ]  | [ ]  |
| 9 | Media Center |  | [ ]  | [ ]  | [ ]  |
| 10 | Mixed Zone |  | [ ]  | [ ]  | [ ]  |
| 11 | ICF office |  | [ ]  | [ ]  | [ ]  |
| 12 | Accreditation Center |  | [ ]  | [ ]  | [ ]  |
| 13 | HOC Office |  | [ ]  | [ ]  | [ ]  |
| 14 | Medal Presentation Area |  | [ ]  | [ ]  | [ ]  |
| 15 | Volunteer lounge |  | [ ]  | [ ]  | [ ]  |
| 16 | Doping Control Station |  | [ ]  | [ ]  | [ ]  |
| 17 | Medical area |  | [ ]  | [ ]  | [ ]  |
| 18 | VIP Area |  | [ ]  | [ ]  | [ ]  |
| 19 | 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 National Federations?

## 9.2 – What is your action plan concerning antidoping (e.g. raise awareness among youth)?

# 10 – TV & TVS production

 *The HOC must provide a TVS feed during all the competition (use for Judgement, NF and ICF streaming)*

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

## 10.1 – Principle

☐ By ticking this box, you acknowledge and agree to provide TVS feed.

## 10.2 – Do you have an experienced TV producer to provide the TVS feed?

## 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.*

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

# 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

## 12.2 – 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 – Sustainibility

## 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 – How 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
* Appendix 8: Venue layout map with all areas
* 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