**ICF Bid questionnaire for Wildwater Canoeing Junior and U23 World Championships (classic and sprint events), Wildwater Canoeing World Championships (classic and sprint events) and Wildwater Canoeing 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 Wildwater Canoeing technical deliverables for World Championships and World Cups.
* To assist the preparation of your bid document we have included the following information:
  + Participation statistics World Championships

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | **2015 VERBUNDARENA VIENNA (AUT)** | **2016**  **BANJA LUKA**  **(BIH)** | **2017**  **Pau**  **(FRA)** | **2018**  **MUOTATHAL (SUI)** | **2019**  **La Seu D’Urgell (ESP)** |
| **National Federations** | **23** | **24** | **39** | **26** | **36** |
| **Athlete** | *151* | *172* | ***177*** | *156* | ***140*** |
| **Coach** | *0* | *0* | *0* | *16* | *12* |
| **Team Leader** | *15* | *13* | *15* | *16* | *16* |
| **Team Staff** | *12* | *22* | *36* | *11* | *19* |
| **Guest of President** | *0* | *0* | *0* | *0* | *1* |
| **Secretary General** | *0* | *0* | *0* | *0* | *1* |
| **President** | *1* | *1* | *0* | *1* | *1* |
| **Guest of SG** | *0* | *0* | *0* | *0* | *0* |
| **VIP** | *1* | *4* | *0* | *0* | *0* |
| **Media Officer** | *1* | *0* | *2* | *1* | *4* |
| **TOTAL** | **181** | **212** | **230** | **201** | **194** |

* + Participation statistics Junior and U23 World Championships

|  |  |  |
| --- | --- | --- |
|  | **2017 ATMURAU (AUS)** | **2015 NANTAHALA - NORTH CAROLINA (USA)** |
| **National Federations** | **19** | **15** |
| **Athlete** | 237 | 151 |
| **Coach** | 0 | 0 |
| **Team Leader** | 14 | 15 |
| **Team Staff** | 19 | 38 |
| **Guest of President** | 0 | 0 |
| **Secretary General** | 0 | 1 |
| **President** | 0 | 0 |
| **Guest of Secretary General** | 0 | 0 |
| **VIP** | 0 | 7 |
| **Media Officer** | 2 | 0 |
| **TOTAL** | **272** | **212** |

* + Participation statistics World Cup

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
|  | **2019 TREIGNAC (FRA)** | **2018**  **BANJA LUKA (BIH)** | **2018 CELJE (SLO)** | **2017 MUOTATHAL (SUI)** | **2017 AUGSBURG (GER)** | **2016 CELJE (SLO)** | **2016 PAU (FRA)** |
| **National Federations** | **18** | **17** | **17** | **14** | **14** | **24** | **24** |
| **Athlete** | *97* | *135* | *115* | *123* | *120* | *125* | *134* |
| **Coach** | *9* | *5* | *4* | *0* | *0* | *0* | *0* |
| **Team Leader** | *8* | *7* | *9* | *5* | *6* | *14* | *11* |
| **Team Staff** | *4* | *2* | *1* | *7* | *5* | *10* | *16* |
| **Guest of President** | *2* | *0* | *0* | *0* | *0* | *0* | *0* |
| **Secretary General** | *0* | *0* | *0* | *0* | *0* | *0* | *0* |
| **President** | *1* | *0* | *1* | *0* | *0* | *0* | *0* |
| **Guest of SG** | *0* | *0* | *0* | *0* | *0* | *0* | *0* |
| **VIP** | *7* | *0* | *1* | *0* | *0* | *2* | *0* |
| **Media Officer** | *0* | *0* | *0* | *0* | *0* | *0* | *1* |
| **TOTAL** | **128** | **149** | **131** | **135** | **131** | **151** | **162** |

* Hosting fee to be paid to the ICF after the allocation:
  + Wildwater Canoeing Junior and U23 World Championships – **FREE**
  + Wildwater Canoeing World Championships – **10’000€**
  + Wildwater Canoeing World Cup – **FREE**

# 1 - General Information

## 1.1 - Event title

☐ Wildwater Canoeing Junior and U23 World Championships (classic & sprint events)

☐ Wildwater Canoeing World Championships (classic & sprint events)

☐ Wildwater Canoeing World Cup:

* ☐ Classic events
* ☐ Sprint events
* ☐ Classic “mass start” events

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:
  + Wildwater Canoeing Junior and U23 World Championships – **10,50€/ medal**
  + Wildwater Canoeing World Championships – **10,50€/ medal**
  + Wildwater Canoeing World Cup – **10€/ medal**
* 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

* **Sprint events**

|  |  |
| --- | --- |
| 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**

* **Classic events**

|  |  |
| --- | --- |
| 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**

* **Classic “mass start” events**

|  |  |
| --- | --- |
| 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 - 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 | On Venue Results Management |  | ☐ | ☐ | ☐ |
| 2 | Sport Information Office |  | ☐ | ☐ | ☐ |
| 3 | Equipment control station |  | ☐ | ☐ | ☐ |
| 4 | Nation Area |  | ☐ | ☐ | ☐ |
| 5 | Boat storage |  | ☐ | ☐ | ☐ |
| 6 | Media Center |  | ☐ | ☐ | ☐ |
| 7 | Mixed Zone |  | ☐ | ☐ | ☐ |
| 8 | ICF office |  | ☐ | ☐ | ☐ |
| 9 | Accreditation Center |  | ☐ | ☐ | ☐ |
| 10 | HOC Office |  | ☐ | ☐ | ☐ |
| 11 | Medal Presentation Area |  | ☐ | ☐ | ☐ |
| 12 | Doping Control Station |  | ☐ | ☐ | ☐ |
| 13 | Medical area |  | ☐ | ☐ | ☐ |
| 14 | VIP Area |  | ☐ | ☐ | ☐ |
| 15 | 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)

## 10.1 - Which optional services do you plan to provide to athletes and National Federations?

# 10 – TV production

*The HOC should provide a Live Streaming feed at least for Sprint events for World Championships/*

*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 spectator (e.g. promotion plan)?

## 11.2 - What are you planning to improve spectators 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: 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