

RUGBY CANADA
CANADIAN RUGBY CHAMPIONSHIP BID GUIDELINES
U19 MEN | U20 WOMEN



CANADIAN RUGBY CHAMPIONSHIP
U19 MEN | U20 WOMEN
July 17th – 22nd, 2017

HOST UNION BID GUIDELINES

RUGBY CANADA

Toronto Office / Bureau de Toronto
30 Rue East Beaver Creek Road, Suite 110
Richmond Hill, ON CANADA L4B 1J2
Tel / Tél : 905 707 8998
Fax / Téléc : 905 707 9707

Victoria Office / Bureau de Victoria
3024 Rue Glen Lake Road
Langford, BC CANADA V9B 4B4
Tel / Tél : 250 418 8998
Fax / Téléc : 250 386 3810

rugbycanada.ca
info@rugbycanada.ca

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Introduction

Rugby Canada is seeking a host location for the Canadian Rugby Championship (CRC) U19 Men & U20 Women. These tournaments would be organized and executed by Rugby Canada staff, along with the successful host union.

The CRC's are a premier annual event showcasing Canada's young and rising rugby talents. This year's tournament will play host to 15 teams and between 350 and 450 participants

These tournaments are a key feature in Rugby Canada's Talent Identification program with goals of producing players for the Canadian Senior Men's and Senior Women's National Teams.

This document will outline the requirements and suggested guidelines for hosting the CRC tournaments. The hosting and organization of this event should be to a high standard and must be able to meet the requirements set out in the sections below.

About Rugby Canada

Rugby Canada is a non-for-profit National Sport Organization (NSO), which governs all aspects of the sport of rugby in Canada. Volunteer Board of Directors and dedicated full time professional staffs oversee the strategic direction and run the day-to-day operations of Rugby Canada.

Rugby Canada is a member union of World Rugby, the international governing body for the sport of rugby union. Like World Rugby, Rugby Canada consists of member unions in the form of Provincial Sport Organizations (PSOs), commonly referred to as Provincial Unions.

The membership of Rugby Canada is made up of 10 Provincial Unions that provide leadership for rugby in each province. Canada's three (3) territories are not presently members of Rugby Canada; however this is something that continues to be a priority for Rugby Canada moving forward.

Our Vision

Canadians unified **AsOne™** to challenge the world through Rugby.

Our Mission

To Inspire, develop, promote, govern and lead Rugby in Canada

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Our Values

- Integrity
- Passion
- Solidarity
- Discipline
- Respect
- Sportsmanship
- Teamwork

While still considered a niche sport in Canada, the sport of rugby has seen a significant increase in participation and engagement within Canada over the last five (5) years. Of particular note is the sudden surge in popularity due to the success of Rugby Sevens (a variation of traditional rugby) at the Rio 2016 Summer Olympic Games.

Building off this momentum Rugby Canada is looking for a Host Organizing Committee that will help to elevate the event experience of its 2017 Canadian Rugby Championship to help continue building the sport.

Selection Committees

- Rugby Canada Senior Manager, Events
- Rugby Canada Coordinator, Events & Competitions
- Rugby Canada Coordinator, National Player Development & Talent ID

***** Please note that applications will NOT be considered without the endorsement of the Provincial Rugby Union*****

Timeline of Application Process

November 2 nd , 2016	Distribution of the CRC Bid Package
November 30, 2016	Submission deadline
December 1 st – 14 th , 2016	Review Process
December 15 th – 31 st , 2016	Host(s) awarded and notified

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Host / Local Organizing Committee

Reporting to Rugby Canada, the Host/ Local Organizing Committee (LOC) will be responsible for the organization, administration and staging of the tournament

If the Host / LOC is unable to meet any of the minimum requirements of this document, it must clearly state this in its application and/or outline an alternative proposal as to how it will deliver the equivalent service or facility to an acceptable standard

CRC Senior Women

Should the CRC Senior Women tournament be moved to July, please specify in your application whether you will be able to host this tournament along with the CRC U19 Men and U20 Women. This tournament would require accommodation, meals and field space for approximately 150 participants or 5 teams.

Tournament Management

30 pts

Outline the organizational structure to be implemented giving key linkages and roles of any external stakeholders (government, clubs, external event management or commercial agencies, etc.).

If there are any costs associated with the management of the tournament (i.e. the hiring of external contractors or consultants), these costs must be clearly outlined and included in the budget. Please note, that any costs to be incurred in hosting the CRC's must be approved by Rugby Canada and not exceed the budget (unless special permission is granted by a Rugby Canada signing authority in writing).

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Volunteers

25 pts

Please provide a brief outline of a volunteer recruitment plan and estimate the number of volunteers this plan will produce. Keep in mind there will need to be a volunteer support in all areas of the event day operations, such as:

- Set up/tear down
- Gate
- Parking
- Ball Retrievers (ideally 3 – 4 per field)
- Score Keepers
- Medical (i.e. Physiotherapists)

Please also outline a volunteer recognition plan

Accommodation

50 pts

Please provide information of the proposed accommodations for all teams. This should include distance from the airport, playing/training venues, city centre, and other facilities.

If choosing a university/college campus for accommodations, please provide as much detail on the amenities of the campus possible.

Please include the booking process for the accommodations, including any known deadlines or restrictions (i.e. maximum occupancy). All room rates or fees associated with accommodations must be included here.

Maximum room capacity for the three tournaments is as follow:

- CRC U19 Men: 150 participants (75 double rooms or 40 quad rooms)
- CRC U20 Women: 150 participants (75 double rooms or 40 quad rooms)

Please note, that teams will be arriving on the 17th of July and departing on the 22nd of July. Also, all participants do not all need to be at the same accommodation, although it is preferred

Finally, please identify any other amenities that the accommodations would have (i.e. training fields, gym access, pool access, etc).

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Meals

20 pts

The proposal should include information on meals options at or in proximity to the suggested accommodation and the tournament venue. Please note that this should be based on 3 meals per day (breakfast, lunch and dinner). Also include any other important information such as

- Menu options
- Costs of each meal per participant
- Meal schedules
- Booking process
- Deadlines
- Eating areas

Tournament Venue & Facilities

65 pts

Please see the requirements list below and identify to what capacity each line item can be accommodated:

Pitch Requirements

- 2 x Playing fields in accordance to *World Rugby's Law 1*
 - Must include proper rugby lines and posts (Appendix A)
 - Goal line to goal line (try-line to try-line): 94m – 100m
 - Touchline to Touchline: 68m – 70m
 - Depth of In-goal Area (end zone): 6m – 22m
 - Perimeter Area: 4m or more
- 1 x training surface
- Please note that if you intend to have a playing field on artificial turf, it MUST comply with World Rugby Regulation 22. For more information on this, please contact Paul-Henri van Thiel (pvanthiel@rugbycanada.ca)

Venue Facilities

- Change rooms dedicated to players
- Showers dedicated to players
- Hydration areas for athletes
- Athlete lounge
- Referee change rooms/lounge

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Spectator Infrastructure

- Stands/bleachers
- Parking
- Concessions
- Entrances
- Washrooms

Medical

20 pts

Player welfare is Rugby Canada's number one priority. The following medical requirements must be put in place at the tournament venue for teams and officials:

- One Medical room
 - Close to the playing field
 - At least two treatment beds
 - Bright light for stitching
- One defibrillator on-site
- Ice must be available onsite
- Athletic therapists or physiotherapists must be onsite (need to be certified and must complete World Rugby Modules: *Rugby Ready & Concussion Guidelines for the General Public*)

Along with onsite Medical Facilities, the LOC is requested to provide details on Medical Facilities for teams when they are not at the Tournament, i.e.:

- Hospital
- Urgent Care Clinics
- Walk-In Clinics

Transportation

10 pts

The proposal should include information on transportation options for moving players, officials and staff/administrators to and from the tournament venue. Please note that player transportation is a key part of the tournament as it can have a major effect on the flow of the tournament. Obligations around game day transportation for teams include:

- Teams must arrive at the Facility **at least** 1 hour before kick-off
- School buses are recommended (for budgetary reasons)
- Maximum 1 team per bus (teams consist of 25 players and 5 staff)

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- Once a team is finished playing their game they will need a bus to take them back to their accommodation

This should also include airport logistics

Funding

****Bonus* 10 pts***

The proposal must include figures on potential external revenue sources, such as government and commercial funding. All event hosting grants, advertising, right fees and/or sponsorship monies realized as a result of hosting this event must be declared at the time they become known in the event budget under revenue

Application Submission

All completed Application Packages are to be submitted to Paul-Henri van Thiel in the Rugby Canada Office as follows:

Rugby Canada

30 East Beaver Creek Road, Suite 110
Richmond Hill, Ontario
L4B 1J2

Paul-Henri van Thiel

Coordinator, Events & Competitions
Email: pvanthiel@rugbycanada.ca
Fax: (905) 707-9707

Applications must be submitted no later than **November 30st, 2016**

Any questions relating to this document are to be addressed to Paul-Henri van Thiel at (905) 707-8998 Ext. 249 or via email at pvanthiel@rugbycanada.ca

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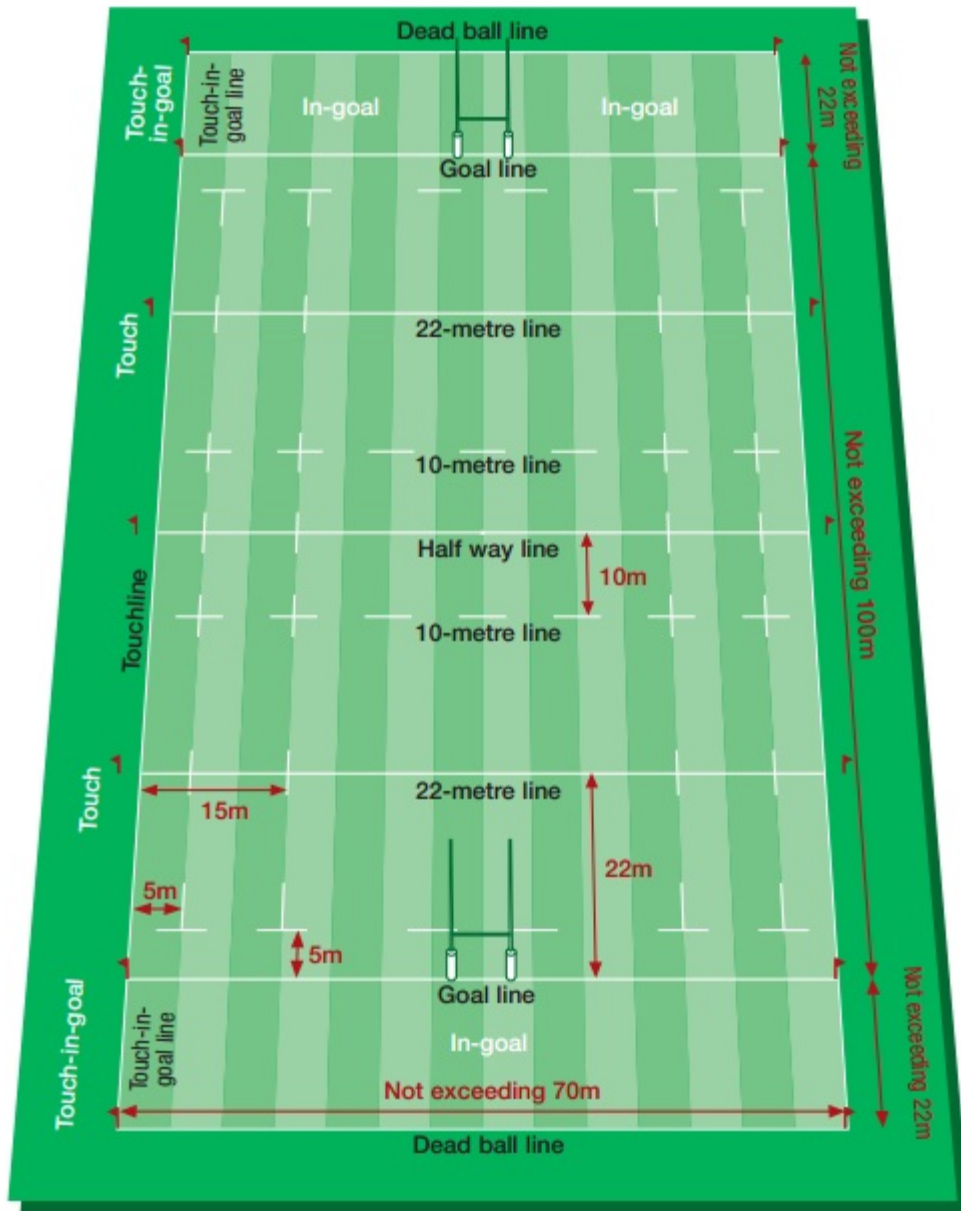
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APPENDIX A – World Rugby Field Lines



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