

WATER POLO CANADA CALL FOR BIDS



Bid Manual



Introduction

2024 National Championships

Water Polo Canada is seeking host cities to serve as the locations for our National Championship League (NCL) conference finals and National Finals events. We will be seeking bids from local tourism organizations for the following events:

- NCL 17U Western Conference Finals to be hosted April 12-14 or April 19-21, 2024;
- NCL 17U Eastern Conference Finals to be hosted April 12-14 or April 19-21, 2024;
- NCL 17U National Finals to be hosted May 23 to 25, 2024;
- Senior National Finals to be hosted May 10-12, 2024;
- 15U Western National Championships to be hosted May 3-4, 2024;
- 15U Eastern National Championships to be hosted May 3-4, 2024;
- Winter Interprovincial Championship November 23-26, 2023; *Coming soon*

Additional information and further details on each event can be found in in the event specific Bid guidelines.

About National Championship League (NCL)

Water Polo Canada is the national sport organization (NSO) for Water Polo in Canada. Its purpose is to lead the growth and the pursuit of excellence in the sport of water polo for all Canadians while respecting the following set of values: Integrity & Respect, Teamwork & Solidarity, Leadership & Accountability, Excellence & Professionalism.

The National Championship League (NCL) was created in 2014 to bring the domestic club age group programs under a country-wide umbrella that promotes the sport's development. The NCL offers three categories of play: Senior, 17U, and 15U.

The NCL season runs from November to May. The country is split into Eastern and Western conferences and the standing from each event weekend determines the rankings going into the Conference Championship weekends and Finals.



Roles and Responsibilities

Water Polo Canada Responsibilities

WPC is the National Sport Organization for water polo in Canada. With respect to 17U West Finals, WPC has the following responsibilities:

1. Ensure the Rules and Regulations of 17U West Finals are followed and respected during the competition.
2. Ensuring that all Official Languages requirements are followed and respected during the competition.
3. Provide technical advice to the LOC as needed and carry out the necessary oversight and governance controls for the event.
4. Arrange and cover the costs of the following:
 - a. All airport and / or ground transportation to and from the host city plus accommodations for WPC staff and Officials.
 - b. All fees and honorarium for officials and WPC staff.
5. Provide the necessary IT Requirements to facilitate the tournament game sheet entries and livestream.
6. Develop schedule for the event.
7. Arrange room blocks with local hotels for athletes, team staff, officials, and WPC staff.
8. Develop contract and pay rental fees associated with the host venue.
9. Ensuring the appropriate signage is available and set up on site.
10. Providing medals, banners, and awards for the event.

LOC/Host Club Responsibilities

The LOC is responsible for:

1. Arranging a hospitality room at the venue
2. Providing sport equipment as identified in Technical Requirements below
3. Ensuring adequate number of volunteers are available and onsite



Timelines

Date	Action	Notes
February 1, 2023	Request for Bids open	
March 15, 2023	Deadline for Submissions	All bid packages, letters of support and supporting documentation to be submitted to ncl@waterpolo.ca
March 20- 24	Committee Review and Scoring	Selection committee to review and score all bids that are received
March 21-24	Virtual Interviews	If required virtual interviews with the bid cities will take place, this may also include a site visit
March 27-31	Selection and offer to Host City	The selected host city for each event will be contacted
Staggered announcements starting April 3 rd	Announcement	WPC will announce the hosts for each 2024 NCL Championship event

Submitting a Bid

The bid submission form

Accompanying this package is the **Bid Submission Form**. The bid submission form must be completed in full for the bid to be considered and evaluated by the selection committee.

If the bidder wishes, they can use their own standalone document for their Bid Document, but that document must mirror the format of the Bid Submission Form and provide the same information asked for in that form. As well, a letter of support from the local water polo club or provincial water polo organization is required to be submitted alongside the bid submission form. Additional supporting documents can also be submitted in your bid package.

Bid Deadline

All bids must be received by 4:00 PM Eastern Standard Time (EST) on March 15, 2023. No bids will be accepted after the deadline has passed. Bids can be submitted to ncl@waterpolo.ca. Please ensure to indicate in the subject line which NCL event(s) you are submitting a bid for.