This template should be submitted alongside your Bid Proposal Document to assist BUSA in making a fair comparison between the bids that are submitted. You should try and answer all questions as fully as possible; with reference to the Bid Guidelines. *Please do not limit your answers to the size of boxes*.

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| --- | --- |
| USC name |  |
| No. club members |  |
| No. committee members |  |
| Principal contact / Organiser’s name, mob. no. email address |  |
| Name, mob. nos & email of your Commodore, Club Sec & Treasurer (or equivalents).  |  |
| Name, title, direct line & email of AU/SU or University Sports Director supporting bid |  |
| Proposed three consecutive days for the event (se Bid Guidelines for date window) |  |
| Proposed location of the event |  |
| Distance of sailing venue from university / accommodation / social activities |  |
| Name, address and postcode of the Venue. (sailing / yachting club) |  |
| Do you have the agreement and support of the Venue/sailing club to host the event and confirmation that they are not hosting another event at the same time? |  |
| Are there are any limitations or restrictions on the use of the water (including by RIBs)? Would the event have exclusive use of the water (not required, but preferred)? |  |
| Please outline the access arrangements to the venue, including secured car / van parking |  |
| What Safety management and control arrangements are already in place and what do you plan to enhance or additionally provide? |  |
| Details of how many helpers you would provide (i.e. student volunteers, Start and Finish Boat Teams; Course Manager(s); Beach Masters; Bosuns and Maintenance; Admin Support etc etc). |  |
| Details of your proposed committee & finish boats and confirmation that you have access to the required race management equipment (e.g. flags, sound signals etc.). |  |
| How many VHF Radios will you have access to? You will need to be prepared to provide at least one per each official boat that is in use, and enough for the shore side management. |  |
| Please provide details of the intended flights of Fireflies to be used for the event; including which are local and which would need transporting. |  |
| How many RIBs do you have access to (including a description of them – central console, engine size, seating and space etc.) and how many you would you need to hire (potential availability)? |  |
| What are the venue facility fees and/or other costs?(this specific is in addition to the wider range of costs to be identified in the proposal) |  |
| If you wish to propose the names of any race officers or umpires, please list them. Please note BUSA will appoint all the race officials for the event. |  |
| Is there a chandlery onsite/nearby or what arrangements can you make to ensure spares and repairs are available throughout the Championship. |  |
| Details about changing facilities and toilets (including disabled facilities), bearing in mind the potential for c200+ competitors |  |
| Details of office spaces that could be used for registration, by race management, Jury, results team etc.(a separate protest room will be needed) |  |
| Availability of broadband internet, preferably including wireless access. |  |
| Does the venue have and large display screens that may be used for communication of Schedules and Results? |  |
| Details of catering arrangements at the venue. |  |
| Details of (both wet and dry) space to accommodate competitors between races or if racing is postponed. Also for prize giving. Is this available exclusive to the event? Do you plan to provide a marquee? |  |
| Information about available local accommodation, both for the organisers / officials and for competitorsPlease also give examples of accommodation costs suitable for the Officials [BUCS will pay the Officials’ expenses of the Event Director, PRO, Jury and Results team, but we need guidance on accommodation costs for the overall event budget] |  |

Completed Bid Proposals should be received by the BUSA Secretary [busa@rya.org.uk] no later than **17:00 on Wednesday 21st June 2017**.