



## **BUCS Fleet Racing Championships 2020**

### **Bidding Arrangements for 2020 Event**

BUSA is now inviting bids from UK Sailing and University Clubs to host the 2020 Fleet Racing Championships. This document sets out information about the event and how to put together a bid. If you have any questions or comments about bidding, please contact the BUSA administrator at [busasec@gmail.com](mailto:busasec@gmail.com). We are aware that many clubs are finalizing their annual calendars well over a year ahead. Bids are being sought by **23:59 on Wednesday 6th November 2019**.

#### **About the Championships**

The BUCS Fleet Racing Championships is the annual university fleet racing competition held between the members of BUSA (British university sailing clubs). The event currently combines an individual and team competition, with approx. 230 sailors/130+ boats competing each year. The event is sailed in four fleets, including Fireflies, Lasers, Slow & Fast Handicap fleets, over two days, on the first or second weekend of November – i.e. **7-8th or 14-15th November 2020**.

The BUSA Committee, whilst welcoming bids from previous venues, are also open to new proposals across the UK, including inland venues. The racing area needs to be sufficiently large to support two courses for the range of dinghies identified above and to have the prevailing weather conditions in early November to make the Championship possible. Other factors that BUSA will take into account are accessibility by both USC-owned and privately-owned boats, availability of boats to charter, accessibility of accommodation and of university / social facilities, as well as on and off the water facilities and equipment.

#### **Why host the Championship?**

This is the first event of the season, where experienced student sailors compete, but also freshers have their first taste of university sailing. The competition can be fierce and the difference between the top teams very slight, making for excellent racing. Feedback in recent years has emphasized the importance of the opportunity to participate in a large event, combining competitive racing and meeting up with old friends, at the beginning of the academic year.

Although there is not much financial reward for hosting this event as BUSA manages the budget on behalf of BUCS, which takes the entry fees (retaining an admin fee set annually), the host university can make a small profit from the socials.

#### **How to Bid**

First, read the information in this bidding document and discuss the possibility of bidding with your club committee or where applicable host club, University Club Committee and Students Union/Athletic Union. You must approach your sailing venue to make sure they would be happy to have the event and that the dates are free. **It is recommended that this be done without delay. The increasing pressure on venues with calendars being planned well over 12 months in advance is recognised, so this invitation is being issued with flexibility to choose between two weekends.**

Guidance is given on the attached regarding the information that should be included in your bid document, together with a questionnaire format for specific details required.

Proposals should be emailed to the BUSA administrator ([busasec@gmail.com](mailto:busasec@gmail.com)) no later than 23:59 on Wednesday 6th November 2019. The bids will then be circulated to the BUSA Committee, which will make a recommendation to BUCS, who has the final decision. It is intended that a decision should be made by 29th November 2019.

**Karen Thomas**  
**BUSA Chair**

See attached:

- Bidding Information
- Form for supplementary factual information

## BIDDING INFORMATION

### Dates

- Saturday 7th to Sunday 8th November *OR* Saturday 14th to Sunday 15th November 2020 (inclusive).

Registration will be held at the host club between 4.00 and 6.00 pm on the Friday as well as Saturday morning.

### What will BUSA do?

BUSA is the Organising Authority of the entire Championships, and the event is run formally under its name and that of BUCS, *not* the host club or sailing club.

BUCS & BUSA have the following obligations;

- To set the competition format
- To set the eligibility criteria and fleet structure
- To publish the Notice of Race and Sailing Instructions
- To appoint the Event Director and PRO for the Championships, together with the Jury.

The administration of the event is split between the BUCS Office and the BUSA Office. The BUSA Office chases up incomplete and invalid entries, splits the Handicap fleets and creates the registration and results programmes.

### What does the Host Club do?

The Host Club is responsible for the logistical organisation of the Championships.

They will have the following obligations;

- To secure the venue
- To supply the powerboats and equipment needed
- To source the volunteers needed to run the event.

It has to provide sufficient volunteers to run the shore-side activities and also man the safety boats and start and finish boats etc. BUSA will appoint the event director, principal race officer, results team and Jury/Protest committee, but the hosts will need also to provide several volunteers to assist the race committee (probably about 4 per course).

BUSA will not permit a Host Club to make an unreasonably high profit from the social event, but recognises that there must be rewards to accompany the risk and effort of hosting the event. The Host Club keeps any profits from the socials, but any losses are its responsibility too. Bidding clubs could discuss with their Student Unions or Athletic Unions whether they will underwrite the event to a certain level.

*Social events are regarded as part of the event for disciplinary purposes.*

### Financial

You are required to submit a venue budget with your bid. This budget should take into account a BUCS fee which is 12.5% of the entries, in addition to a BUSA fee of a further 12.5%

BUSA can supply you with information from previous organisers and their budgets, please see note under "Format for your proposal". BUSA have the right to make a final decision on the entry fee charge, taking into account your submitted budget.

### What to include in your bid?

Overall, your bid should explain why your club or university wants to host the Championships and demonstrate how it will do so. You must provide confirmation of support from a member of your sailing club committee **or** University Sports Director and/or IA/SU and from the sailing/yacht club where the proposed event is to be held.

Guidance on what to include are attached, as is a factual questionnaire that we ask you to complete are attached.

### **Format for your proposal**

Please submit a proposal, which illustrates coverage of the following points;

- A brief summary of both your clubs sailing activities and involvement with fleet racing.
- Written confirmation from your committee **or** Athletic Union that they support your bid.
- Details of the names and proposed roles of the members of the proposed organising committee. Please give details of the experience these individuals have with fleet racing and event organisation. For USCs remember, a majority of your organisers must be around when the event is held, so a group of organisers graduating in 2020 is likely to be a problem.
- A detailed summary of how you propose to organise the event.
- A description (possible diagram or photo) of the size of sailing area (to encompass 2 courses) and details of typical sailing conditions for the first weekend of November.
- Any proposals you have for providing / facilitating provision of charter boats.
- An indication of links with a USC (UK SCs) for social arrangements and accommodation.
- What local sponsorship you will be able to generate (NB the BUCS guidelines, available online).
- What else can you bring to the event to add value?
- Venue fees and costs. BUSA will pay the host venue a facility fee. Please submit a proposed budget to include, as a minimum, the following details:
  - Single hander and Double hander fees (per boat/ per event)
  - Any harbour fees.
  - What costs are included in venue fees (e.g. use of the club house, committee boats, RIBs, marks, Safety Officer, PA system etc.) and any which are not (e.g. extra RIBs, fuel, packed lunches for the volunteers)

To aid our assessment and comparison of proposals, please complete the supplementary factual details.

Proposals, together with the completed form for details, should be submitted to [busasec@gmail.com](mailto:busasec@gmail.com) by **no later than 23:59 on Wednesday 6th November 2019.**

### Supplementary Factual Details

|   |  |
|---|--|
| UK Sailing Club/USC Name  |  |
| No. club members  |  |
| No. committee members   |  |
| Principal contact/ organiser's name, telephone and email address                          |  |
| Commodore name, telephone and email address   |  |
| Treasurer name, telephone and email address   |  |
| Committee member or University Sports Director supporting bid (title, name, phone, email) |  |
| Proposed location of the event  |  |
| Distance of sailing venue from university/ accommodation and social activities            |  |
| Name and address of host sailing club   |  |