

BUSA/BUCS Team Racing Championships 2023: Bid Specification

BUSA invites University Sailing Clubs (USC's) and non-University Sailing Clubs (SC's) to bid to host the BUSA/BUCS Team Racing Championships 2023.

Dates:

Please note that the event format is provisional and may be subject to change post entry should entry numbers be different to expected. The specific region a club may host will be announced post-entry following discussion with the hosts as the number of regions and preferred locations of qualifiers may be affected by entry numbers.

Qualifiers – seeking hosts in 4 regions for ~18 teams:

North, Midlands, Western, South (see appendix).

Competition Weekend: 4th/5th February 2023

Reserve Weekend: 18th/19th February 2023

The Scottish region will have their separate bidding process, please speak to the Scottish Area Rep - Jake Miller.

Playoffs – one host for ~20 teams:

Competition Weekend: 4th/5th March 2023

Finals – seeking one host for ~28 teams:

Competition Weekend: 10th-12th April 2023

Closing Date: Monday 3rd October 2022 at 23.59hrs.

Please submit all bids to Karen Rawson, BUSA Secretary, at secretary@busa.co.uk by the closing date.

For support with submitting an application – Peter Owen, BUSA Team Racing Officer, team-racing@busa.co.uk.

Your bid should include:

- A summary of your Club’s sailing activities and involvement in Team Racing, as well as any prior event hosting experience.
- A summary of how you propose to organise the event.
- A description (possible diagram) of the size of the sailing area and typical sailing conditions for the proposed dates.
- A thorough budget including costings of hosting the event (see example budget)
 - You should use the predicted format as a guide for the minimum number of team entries to budget for.
- Details of the proposed organising committee and relevant experience to support your club's running of the event. Remember, most of your organising committee should be around when the event is taking place.
- Written confirmation from your Students Union or Athletic/Sports Union that they support your bid
- Written confirmation from the host venue that they support your bid to host the event
- A signed copy of the equity, diversity & inclusion statement found as an addendum to this document with both your Club’s Commodore and Host Club’s Commodore signature.

Considerations:

- Does the water have sufficient sailing area to accommodate the race area?
- How would changeovers be carried out?
- What team racing activity happens at the venue?
- Are there any restrictions on the use of the water (including RIBS)?
- Would the event have exclusive use of the water/ what other activities will be taking place at the venue?
- Can the boat park accommodate an additional Fireflies (if applicable), together with secured trailer parking?
- Does the venue have sufficient capacity for ~120 sailors and 25 volunteers?
- Does the venue have wet and dry indoor seating space to accommodate competitors when they are not racing?
- If there is not catering available on site are there any alternatives?

BID CHECKLIST

Written Proposal <i>in your own format</i>	
Budget - <i>use template</i>	
Written Confirmation of support from Students Union/AU	
Written Confirmation of support from venue	
Complete Host Table - <i>see addendum 1</i>	
Signed copy of equality, diversity and inclusion statement - <i>see addendum 2</i>	

Addendum 1:

Please complete the following table:

University Sailing Club Details	University Sailing Club Name:	
	No. of Club Members	
	No. of Committee Members	
	Principal Contact/ Organiser's Name, Mobile Number and Email Address	
	Name, mob. no's & email of your Commodore, Club Sec & Treasurer (or equivalents).	Commodore - Club Secretary - Treasurer -
	Name, title, direct line & email of AU/SU or University Sports Director supporting bid	
Venue	Name and address of sailing club (proposed location for event) incl. postcode of venue.	
	Details of firefly flights available for use at the venue	
	Car parking and boat storage arrangements including estimated capacity.	
	Details about changing facilities and toilets (including disabled facilities).	
	Details of office spaces that could be used for registration, by race management, Jury, Results team etc. (a separate protest room from the main race office will be needed)	

	Details of catering arrangements at the venue	
Event Management	Details of the organising committee.	
	Details of how many helpers you would provide (i.e. student volunteers, safety boat drivers, mark layers, beach team etc).	
	Details of your proposed committee / finish boats and confirmation that you have access to the standard race management equipment (e.g. flags, radios, sound signals etc.)	
	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 need to hire (potential availability)?	
	If you wish to propose the names of any race officers or Jury, please list them here. <i>Please note this is not mandatory and BUSBA reserves the right to appoint the race officials for the event.</i>	

Addendum 2:

Equity, Diversity & Inclusion Statement

The Bidding Club and Host Club are jointly committed to promoting equity, diversity and inclusion at the Team Racing Qualifier. This applies to all participants, members, coaches, officials, volunteers and employees. All individuals will be treated fairly and respected, irrespective of sex, age, disability, race, religion or belief, sexual orientation, gender reassignment or social status. Discrimination will not be tolerated and it is understood that if needed, the BUSA Code Of Conduct will be referred to.