



BUCS Fleet Racing Championships

Bidding Arrangements for 2015 Event

BUSA is now inviting bids from Member Clubs to host the 2015 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 Secretary (Jess Beecher) on busa@rya.org.uk.

About the Championships

The BUCS Fleet Racing Championships are the annual university fleet racing competition held between the members of BUSA (British universities). The event currently combines an individual and team competition, with approx. 300 sailors attending each year. The event is sailed in 5 fleets including Fireflies, Lasers, Slow/Fast handicap and Development, over 2 days on the first weekend of November each year (7th/8th November 2015).

Why host the Championships?

This is the first event of the season and where many new students 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.

Although there is not much financial reward for hosting this event as BUCS manage the budget and take the entry fees, 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 and Students Union/Athletic Union. You must also approach your sailing venue to make sure they would be happy to have the event and the dates are free.

If you wish to proceed with a bid, please let the BUSA Secretary (Jess Beecher - busa@rya.org.uk) know and prepare a bid document. There is no set format, but the information below sets out the types of information BUSA would like to know. Bid documents should be emailed to the BUSA Secretary no later than 5th January 2015. The bids will then be circulated to the BUSA Committee who will make a final recommendation to BUCS, who have the final decision.

Need more information?

If you need more information, please feel free to contact the BUSA Secretary on busa@rya.org.uk and we will try our best to help you. Thank you for your interest in the Championships and we look forward to hearing from you.

Phil Derry
BUSA Chairman

BIDDING INFORMATION

Dates

The dates for the 2015 Championships are Saturday 7 to Sunday 8 November 2015 (inclusive). Most teams are expected to arrive on Friday 6th November 2015.

What will BUSA do?

BUSA is the Organising Authority of the entire Championships and the event is run formally under its name, not the host club or sailing club. BUSA sets the competition format, eligibility criteria and fleet structure as well as publishing the Notice of Race and Sailing Instructions and appointing the Event Director and PRO for the Championships.

The administration and paperwork of the event is split between the BUCS Office and the BUSA Office. The BUCS Office collates entries and fees and then remits them to the BUSA Office. The BUSA Office chases up incomplete and invalid entries, splits the Handicap fleets and creates the registration and results programs.

BUSA has no direct financial interest in the championship. 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.

What does the Host Club do?

The Host Club is responsible for the logistical organisation of the Championships. It secures the venue, supplies the powerboats and equipment needed, sources 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 etc. BUSA will appoint the event director, principle race officer, results team and Jury/Protest committee.

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

Financial

You are required to submit a venue budget with your bid. BUSA can supply you with information from previous organisers and their budgets.

What to include in your bid

Overall, your bid should explain why your university wants to host the Championships and demonstrate how it will do so.

The following list of information may help you prepare your bid document. You do not have to provide all of it, but it will help BUSA assess your bid.

- **About you**

- Your Club's name
- Number of Club members
- Number of Club committee members
- A brief summary of your Club's sailing activities and involvement with fleet racing
- The name, telephone number and email address of the principal contact for the bid
- The name, telephone number and email address of your Club Commodore/President, Club Secretary and Club Treasurer (or equivalents).
- Written confirmation from your Student Union or Athletic Union that they support your bid

- **About your proposed organising committee**

- Details of the names, graduation dates and proposed roles of the members of the proposed organising committee. Remember, a majority of your organisers must be around in a year's time when the event is being held, so a group of organisers graduating this year (2015) is likely to be a problem.
- A brief summary of how you propose to organise the event.

- **Venue: Sailing**

- The proposed location of the event
- The name and address of the sailing club
- Whether you have the agreement of the sailing club to host the event and confirmation that they are not hosting another event at the same time.
- A description of the size of sailing area (2 courses) and typical sailing conditions for the first weekend of November.
- Whether there are any restrictions on the use of the water (including by RIBs) and whether the event would have exclusive use of the water (not required, but preferred)
- Whether any pre-event training could be offered on the Friday (not mandatory)
- The number and size of slipways
- Whether the boat park can accommodate an additional 150 dinghies
- Access arrangements to the venue, including car parking
- Details about changing facilities and toilets (including disabled facilities)
- Details about any office space that could be used by race management, Jury, Results team etc.

- **Venue: Domestic**

- Details of catering arrangements at the venue
- Details of local accommodation, both for the Organising authority and Students
- Any other information you think appropriate (socials)

- **Resources**

- Are dinghies available to hire?
- Is there a chandlery onsite/nearby?
- How many RIBs you have access to (including a description of them) and how many you would need to hire.

- 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 boats and confirmation you have access to standard race management equipment (e.g. flags, radios, sound signals etc.)

- **Officials**

If you wish to propose the names of any race officers or Jury, please list them. Please note this is not mandatory and BUSA reserves the right to appoint the race officials for the event.

- **Sponsorship**

What local sponsorship will you be able to generate (Follow BUCS guidelines online).
What else can you bring to the event to add value?

- **Venue fees**

BUCS 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 day).

Please state what these fees include (Exclusive use of the centre, Committee boats, Ribs, marks, Safety officer etc). Please list additional costs such as additional ribs, fuel, packed lunches for the volunteers, PA system (if needed).

Please also give examples of accommodation costs suitable for the Officials and Students. (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)