

## **APPLICATION TO HOST PACKAGE**

### **2021-2022 SKATE CANADA: ALBERTA-NWT/NUNAVUT EVENTS:**

2021 Fall Competitive Invitational

2022 Sectional Championships

2022 Mountain Regional Synchronized Skating Championships

2022 Winter Combined Invitational

2022 STARSkate & Adult Championships

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### **EXPRESS INTENT TO SUBMIT**

**Deadline to submit expression of interest to host:**

**February 2, 2021**

The Section Office is aware that in our current environment that it may be a challenge to connect with a facility to determine the availability of ice. We request that an expression of intent to pursue an opportunity to host a competition/championship event be submitted to the Section Office in writing to: [events@skateabnwtun.ca](mailto:events@skateabnwtun.ca) by February 2, 2021.

Expression of intent to respond to apply to host is non-binding and will be used for purposes of obtaining contact information of interested parties.

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### **CONTACT INFORMATION**

#### **Application to Host Inquiries:**

Skate Canada: Alberta-NWT/Nunavut Section Office

Coaching & Events Coordinator

780-415-0610 / Toll Free 1-866-294-0663

[events@skateabnwtun.ca](mailto:events@skateabnwtun.ca)

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## **Locally Organized Competition Application Process**

Skate Canada: Alberta-NWT/Nunavut (Section) offers a variety of competitions each season to support the development of our athletes. Hosting a competition creates opportunities for athletes to compete in their home Club/Region and showcase their talent in their community. The Section office provides support to locally organized competitions with central registration, local organizing committee support, coaches registration and officials assistance.

For the 2021-2022 Season Competition Application Process, the Section provided first right of refusal to the host clubs/organizations that were not able to host their approved competition due to the pandemic. Therefore, the following competitions are available to apply to host:

2021 Fall Competitive Invitational  
2022 Sectional Championships  
2022 Mountain Regional Synchronized Skating Championships  
2022 Winter Combined Invitational  
2022 STARSkate & Adult Championships

The Section reserves the right to amend the competition process based on Municipal and Provincial health regulations.

### **TYPES OF LOCALLY ORGANIZED COMPETITIONS**

*(complete details are within the Section Technical Package)*

Competitive Invitational: offers competitive categories, held as the Fall Invitational.

Synchronized Skating Invitationals: Two competitions held per season.

Combined Invitationals: Offers a combination of STAR and Competitive categories.

STARSkate Invitationals: Offers STAR and STAR supplementary categories.

### **PROPOSED 2021-2022 COMPETITION CALENDAR**

The competition calendar is designed each season to best align with Long Term Athlete Development (LTAD) and to provide optimum opportunities for skaters of all ages and in all geographic areas. To best meet the needs of all members, the Competition Committee has developed the proposed 2021-2022 Competition Calendar. The dates and geographic areas have been identified to provide the best competitive season for the skaters.

**COMPETITION APPLICATION PROCESS STEPS TO FOLLOW:**

- Prior to completing the online form, please review:
  - o 2021-2022 proposed Competition Calendar,
  - o Application to Host Package
  - o Section Competition Policy
- Contact your Region Representative to discuss the potential facility options in your area to host a competition
- Submit applications based on the dates proposed in the proposed 2021-2022 calendar

If an applicant wishes to apply for an alternate date than what is proposed on the 2021-2022 competition calendar, they may provide that information on the online application form

IMPORTANT: applicants are encouraged to apply for the pre-determined dates on the proposed competition calendar.

- Submit one application per competition

**SECTION REVIEW PROCESS:**

- Only completed applications will be considered
- The Section Competition Committee reserves the right to alter the timing and geographic placement of competitions to allow for the best competitive season for skaters.
- Applications will be received for consideration based on: facility requirements, geographical locations and dates.
- Each Region has the opportunity to host a STARSkate Invitational per season with the exception of the NW/NE being combined.
- In the event there are no applications submitted for a competition or Region, the Competition Committee may elect to seek out a host club/skating school or cancel the event.

## **Section Hosted Championship Event Application Process**

### **Section Hosted Championship Events**

Skate Canada: Alberta-NWT/Nunavut (Section) plans, organizes, and hosts the following competitions:

- Sectional Championships (annually)
- Mountain Regional Synchronized Skating Championships (bi-annually in even years)
- STARSSkate & Adult Championships (annually)

These events are considered to be the premier events for CompetitiveSkate, SynchroSkate, STARSSkate and AdultSkate within the Section.

The locations of Section hosted competitions are determined through an application process. Applications are submitted by potential host clubs and reviewed by the Competition Committee who recommend the locations to the Executive Director for final approval.

### **Important Items to Note:**

- The Section retains all decision-making and financial responsibility for the events.
- The Host Club must provide a Local Organizing Committee that will be responsible for securing volunteers required to prepare and assist the Section in the execution of the event.
- The Host Club is provided a hosting grant of \$5000 in exchange for securing the facility and ensuring a full complement of volunteers is met. The club will be permitted to participate in additional fundraising opportunities (ex. raffle table, 50/50, etc.)

### **Officials Stand**

In applying for a Section hosted event, the applicant club will confirm there is sufficient space to accommodate the following dimensions for the officials stand for each rink:

- An elevated 40-foot-long platform
- Platform is to be 4 to 5 feet deep with 4 to 5 – 8' long by 18" deep tables
- Glass must be removed in front of the panel for the Officials Stand and at ice entry and exit

### **Volunteer Recruitment Responsibilities**

It is the host club's responsibility to recruit volunteers for the event. The host club must provide a Leadership Team which consists of the following positions:

- Sectionals Leadership Team Chair
- Properties Team Leader
- Volunteer Team Leader
- Operations Team Leader
- Hospitality Team Leader
- Medals & Ceremonies Team Leader

To effectively execute the event onsite, an additional 50-80 volunteers are required to fill volunteer positions throughout the event.

## **Application Process for all Competitions**

The following information is required when completing the online application form:

**Provide the following information:**

- Skate Canada Club/Skating School or Organization name
- Previous competition hosted
- Name of previously held competition (if applicable)
- Contact person, telephone number & email address
- Role in Club/Skating School
- Confirm the club can host the competition on the specific date as detailed on the proposed 2021-2022 competition calendar (Provide alternate date of competition if required)
- Has ice been secured for the preferred competition date?
- Facility Name and Address
- Size/dimensions of each ice surface
- Seating capacity (each surface)
- Number of standard dressing rooms per ice surface
- Size of lobby
- Does your facility meet the electrical requirements for the officials stand: 3 separate electrical circuits are required as per the Competition Reference Manual?
- Number of Meeting Rooms in facility available
- Is there sufficient space for the officials stands? (A 40-foot-long platform close to board height is to be 4 to 5 feet deep with 4 to 5 – 8' long by 18" deep tables)
- Wifi specifications in the facility for live streaming, data specialist posting of results

All competitions require 2 ice surfaces to accommodate the competition schedule (with the exception of Synchronized Skating Invitationals, NWT STARSkate Invitational and Mountain Regional Synchronized Skating Championship).