

APPLICATION TO HOST PACKAGE

2022-2023 SKATE CANADA: ALBERTA-NWT/NUNAVUT EVENTS

Deadline to submit online application to host: January 17, 2022

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

The 2022-2023 competitions may see some covid protocols in place depending on the status of the pandemic.

When submitting a bid, please consider if your proposed facility accommodates physical distancing for all participants (skaters, officials, coaches, volunteers)

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.

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 2022-2023 COMPETITION CALENDAR

The competition calendar is designed each season to best align with Long Term Development (LTD) 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 2022-2023 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 2022-2023 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 2022-2023 calendar. (If an applicant wishes to apply for an alternate date than what is proposed on the 2022-2023 competition calendar, they may provide that information on the online application form. *(Applicants are encouraged to apply for the pre-determined dates on the proposed competition calendar.)*)
- Submit one application per competition

SECTION REVIEW PROCESS:

- Only fully completed applications will be considered
- The Section Competition Committee reserves the right to alter the timing and geographic location of competitions.
- Applications will be consideration based on facility requirements, geographic locations and event dates.
- Each Region has the opportunity to host one STARSkate Invitational per season with the exception of the NW/NE which are 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)
- STARSkate & Adult Championships (annually)

These events are the premier events for CompetitiveSkate, SynchroSkate, STARSkate and AdultSkate within the Section.

The locations of Section hosted championship events are determined by the Section Office. Applications are accepted for host clubs to provide the Local Organizing Committee.

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 providing the Local Organizing Committee and ensuring a full complement of volunteers is met. The club will be permitted to participate in additional fundraising opportunities (ex. raffles, 50/50, etc.)

Officials Stand

When applying for a Section hosted event, the host club will confirm there is sufficient space to accommodate the officials stand for each rink.

Requirements are:

- 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

The host club is responsible for securing 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:

- Skate Canada Club/Skating School or Organization name
- Name of previously held competition (if applicable)
- Contact person name, telephone number & email address
- Role in Club/Skating School
- Confirm the club/skating school can host the competition on the specified date as detailed on the proposed 2022-2023 competition calendar (Provide alternate date of competition if required)
- Has ice been secured for the preferred competition date? (Locally Organized competition only)
- Facility Name and Address
- Size/dimensions of each ice surface
- Seating capacity of each ice surface
- Number of standard dressing rooms per ice surface
- Size of lobby
- Does the 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 available in the facility
- Is there sufficient space for the officials stands? (Please see *Officials Stand* notes above for dimensions)
- Hard line internet specifications in the facility for live streaming, data specialist posting of results. (location of direct internet connection port, upload speed, download speed)

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.