

For Web:

### **CFF Canada Cup and CFF National Championships Bid Process and Evaluation Criteria**

The CFF Competitions Committee's role is to provide leadership, guidance and expertise to oversee the successful planning and delivery of all CFF competitions in compliance with CFF Competition Standards, to ensure appropriate risk management and a consistent look and feel for CFF National level events. This includes all events that are in partnership with respective hosts.

The CFF Competitions Committee is seeking bids for the 2019-2020 and 2020-2021 seasons.

The following criteria and weighting will be used to assess bids received for Canada Cup events and CFF National Championships:

- **Regional Diversity - 20%:** The CFF is committed to staging events across the country and events will ideally rotate East/West. (i.e. January Canada Cup 2019 was in the west, so ideally January Canada Cup 2020 is staged in the East.) This criterion is contingent on bids being received from multiple regions for each event.
- **Venue Suitability – 15%:** As per bid document requirements - size of venue, flooring (preferably non-concrete and suitable for metal fencing strips without undue risk of damage to the floor), adequate space and vendor services etc.
- **Overall Venue Pricing – 15%:** The cost of the venue rental and what is included with the fee. (Does the rental include chairs, tables, sound system? If not, what are the added costs associated?)
- **Hotel Suitability – 20%:** As per bid requirements - reasonable priced nightly room rate, CFF commission rates and distance to the competition venue etc.
- **Fencing Equipment – 10%:** Are fencing strips of the correct quality provided in the bid, does the CFF have to ship equipment? What are the costs associated with shipping? The quality and costs of the fencing competition equipment will be considered.
- **Provincial & Municipal Hosting Grants – 10%:** Does the bid include the strong potential or confirmation for hosting grants?
- **Volunteer Commitment/Experience – 10%:** does the proposed host have experience in successfully staging a National Fencing event? If not, are there local volunteers or PSO involvement with experience? Can the host guarantee a strong base of committed volunteers as per the bid checklist?

The CFF is responsible for all costs related to hosting events and reimburses potential hosts for previously agreed upon expenses. All hosts receive a hosting grant of \$2,500 which is above and beyond any costs related to staging the event.

If you are interested in submitting a bid, please contact the CFF ([ed@fencing.ca](mailto:ed@fencing.ca)) for information on deadlines and available events.