

CFF Canada Cup, National Championships and Youth/Veteran Cup 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 2024-2025 season for the following competitions:

- Canada Cup #1: September 2024 (Y14, cadet, junior, senior)
- Canada Cup #2: November/December 2024 (cadet, junior, senior and veteran)
- Canada Cup #3: February 2025 (Y12, Y14, cadet, junior)
- Nationals: May 2025 (Y12, Y14, cadet, junior, senior and veteran)

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

- **Overall Venue Pricing – 30%:** The cost of the venue rental and what is included with the fee. (Does the rental include chairs, tables, sound system, barriers to separate the competition area from spectators, etc.? If not, what are the added costs associated?)
- **Venue Suitability – 15%:** As per bid document requirements - size of venue, flooring (preferably non-concrete and suitable for metal fencing strips without risk of damage to the floor), adequate space, viewing area for spectators, vendor food services etc.
- **Hotel Suitability – 10%:** 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 and scoring equipment 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.
- **Proximity of National Level Referees – 10%:** How many national or higher-level referees live within a reasonable driving distance (i.e., 4 hours or less)? How many experienced provincial-level referees ready to challenge national level referee exams live within a reasonable driving distance?
- **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?
- **Regional Diversity - 5%:** The CFF is committed to staging events across the country where possible and events will ideally rotate East/West. This criterion is contingent on bids being received from multiple regions for each event.

The CFF is responsible for all costs related to hosting these events and reimburses potential hosts for previously agreed upon expenses. All hosts receive a hosting grant of 10% of the profits with a minimum amount of \$3,000, which is above and beyond any costs related to staging the event.

The deadline for submitting the bid form is **May 31, 2024**. The Committee will provide confirmation of bids received and will make its final selections using the above criteria by June 14, 2024. If no bids are received for specific events by the deadline, the CFF will reach out to former hosts and municipalities to seek interest and will inform the appropriate PSO's.