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CLIMBING ESCALADE CANADA 2021-2022 COMPETITION SEASON

REQUEST FOR PROPOSALS HOST FACILITIES

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CLIMBING ESCALADE CANADA

This Request for Proposals (RFP), launched by Climbing Escalade Canada (CEC) on April 28, 2021, is for all events included in the 2021-2022 Competition Season. Interested parties must submit their proposal to info@climbingcanada.ca by 11:59pm ET on May 31, 2021.

The purpose of CEC is to be a leader in the promotion and development of competition climbing in Canada for athletes and the extended climbing community. We strive to enable athletes to achieve their high-performance potential in an ethical, equitable and equal competition environment. We value community, transparency, integrity, inclusion, an athlete centred approach, and the pursuit of excellence.

CEC is the National Sport Organization (NSO) for the sport of Competition Climbing. It governs the disciplines of Boulder, Lead (Difficulty) and Speed. As such, CEC is responsible for, amongst other things, hosting annual National Competitions for Canadian participants.

The CEC Competition Season is comprised of 3 Series:

- A Fall Series: [CEC Senior Combined Series \(Boulder & Lead\)](#)
- A Winter Series: [CEC Speed Series](#)
- A Spring Series: [CEC Youth Combined Series \(Boulder & Lead\)](#)

The CEC Board of Directors has the final authority over the CEC events and all the policies that pertain to these events. CEC has defined a specific schedule in which the events will occur, including the number of events in each discipline. In addition, CEC will outline the categories that are able to complete in each event. CEC maintains the right to cancel an event and/or remove an event from any of the series under the conditions defined in the event agreement signed by the Host Facility and the Event Organizer (EO) upon acceptance of the event.

Please refer to the [CEC Rules and Policies](#) as the reference for the athletes and coaches participating in the CEC Events.

2021-2022 SEASON CALENDAR

This RFP covers all 2021-2022 CEC Events. CEC is looking for Host Facilities according to the following schedule:

CEC SENIOR COMBINED SERIES (BOULDER & LEAD)

- National Championships, November 25-29, 2021

CEC SPEED SERIES (all categories)

- Eastern Regional Championships, February 19-20, 2022
- Western Regional Championships, February 19-20, 2022
- National Championships, March 26-27, 2022

CEC YOUTH COMBINED SERIES (BOULDER & LEAD)

- Eastern Regional Championships, April 15-17, 2022
 - Western Regional Championships, April 15-17, 2022
 - National Championships, May 19-23, 2022
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EVENT HOSTING RESPONSIBILITIES

CEC will provide:

- A Technical Delegate and/or Series Coordinator for each competition, to be the lead contact for host facilities' questions with respect to Rules and Regulations, and sanctioning requirements prior to competition day.
- Online registration and payment system.
- Online scoring software.
- Competition promotion through its newsletter and social media networks. The competition schedule for each event.
- The Jury Presidents and CEC Judge(s).
- The Head Route Setter and Assistant Head Route Setter. When budget permits, CEC may also provide an aspirant setter and/or apprentice setter.
- Live stream, including a minimum of 1 on-air commentator.
- Payment for transportation and accommodation for all CEC personnel as listed above.
- A training session for belayers and route judges if needed.
- Medals and/or trophies for every eligible category in each competition.
- The Award Ceremony script.

The selected Host Facility will provide:

- An Event Organizer lead, who will act as the liaison with the CEC.
- Aid in the recruitment of volunteers.
- A volunteer management system.
- Event sponsors, as outlined in the event agreement.
- Additional setters (the exact number required to be decided by the Head Routesetter).
- Belayers - 2 per lead route and 1 per top rope.
- Space and time to facilitate training of volunteers.
- Food for volunteers.

Please refer to the [Event responsibilities for timelines and details for responsibilities](#)

EVENT HOSTING AGREEMENT

It is the responsibility of the selected Host Facility to:

- Accept that the promotion, development and administration of the sport of climbing competitions are under the governance of CEC.
- Ensure that no financial, sponsorship or other agreement shall be entered into with an organization (e.g. television and/or digital media, competition sponsors, local organizing body, etc.) which conflicts with CEC's own agreements without first obtaining the written approval of CEC.
- Seek at all times the advice and agreement of CEC in respect to any decision that may conflict with the best interest of the sport.
- Not use any other denomination, identification, or graphic combination than the one approved by CEC. Any modification or addition, presented in any official document (including advertising), is subject to CEC written authorization.
- Follow all aspects of the [Graphic Charter](#) when it comes to printed materials.

CEC reserves the right to impose security procedures, at the Host Facility's expense, or cancel or amend the event if the above listed guidelines are not met.

Any party interested in hosting a CEC sanctioned event must comply with Terms and Conditions on the granting of sanctioning, including:

1. All facilities must submit a Hosting Bid, which is subject to review and approval by the CEC Competition Committee and the CEC Board of Directors;
2. Facilities will agree and sign the Event Agreement, which must be submitted to CEC within 2 weeks of being drafted. An application will be considered incomplete without the signed agreement and will forfeit the event; and
3. The competition must adhere to the official [CEC Rules and Regulations](#), and all [CEC Policies](#), unless deviations have been approved in writing by CEC.

It is important to remember that sanctioning requirements extend through the duration of the competition. CEC has the authority to withdraw sanctioning from any competition which does not meet all of the above agreed upon Terms and Conditions of Sanctioning.

HOSTING REQUIREMENTS

CEC SENIOR COMBINED SERIES (BOULDER & LEAD)

- National Championships, November 25-29, 2021
 - 1 boulder host (day 1 and 2) and
 - 1 lead host (day 4 and 5)

CEC is looking for:

- 1 host for the entire event (hosting both disciplines), or
- 2 hosts for this event (hosting one discipline each)

In the case that the event is held at two different facilities, both host facilities must be within 50km of each other (same city or region). Applications can be combined (two host facilities applying together) or individual (1 host facility applying and asking CEC to pair them up with another host).

Strong consideration will be given to facilities that are supported by their Provincial / Territorial Sport Organization (PTSO). PTSOs can support more than one facility in their jurisdiction.

COMPETITION REQUIREMENTS

Boulder Requirements:

- Minimum 30/40 linear wall space with independent fall zones allowing for 10 boulders to run simultaneously.
 - Consideration will be given to a 20m linear wall space with independent fall zones allowing for 5 boulders to run simultaneously should the above requirement not be met.

Lead Requirements:

- Must be able to accommodate a minimum of 4, but ideally 6, individual lead routes at one time.
- Walls should be at least 12m+ in height. Walls that do not meet this height requirement may still apply, but preference is given to those who fulfill this criterion.
- Ability to drive one or two actuating boom or scissor lifts in the gym for event prep/setting is preferred.

COMPETITION FORMAT

Bouldering Format

- Qualifiers - 5 on 5 off isolation. 4 Problems
- Semi-Finals - 5 on 5 off isolation. 4 Problems
- Finals - World Cup format, 4 minutes. 4 Problems

Lead Format

- Two (2) qualifiers - Flash Format
- One (1) Semi-Final - On-sight
- One (1) Final - On-sight.

CEC SPEED SERIES

- Eastern Regional Championships, February 19-20, 2022
- Western Regional Championships, February 19-20, 2022
- National Championships, March 26-27, 2022

CEC will ask for 1 host for each of these events. Strong consideration will be given to facilities that are supported by their Provincial / Territorial Sport Organization. PTSOs can support more than one facility in their jurisdiction.

COMPETITION REQUIREMENTS

Speed Requirements:

- A 15M Homologated Speed wall is preferred for Speed events.
 - Events can be run on a wall that is not certified. Strong consideration will be given to walls that are within the tolerances outlined in the [IFSC homologation parameters](#) for angle and height.
 - Holds must be [IFSC certified](#): the host must be able to provide proof in the form of invoice or letter from the manufacturer.
 - Holds must be in “new” or “like new” condition (i.e. no chipping or surface variations and with adequate surface friction).
- Ability to use standard timing systems.
- Regional Events only - Enough Speed holds to create the Official Youth C Speed route. Standard and certified holds are preferred, but not required for Youth C route.

Speed Format

- Two (2) practice rounds run in the same running order as qualifiers
 - This can be changed on the discretion of the Technical Delegate and Jury President based on timing for the event
- Two (2) qualifiers – Timed
- Top sixteen (16) – elimination races

CEC YOUTH COMBINED SERIES (BOULDER & LEAD)

- Eastern Regional Championships, April 15-17, 2022
- Western Regional Championships, April 15-17, 2022
- National Championships, May 19-23, 2022

CEC is looking for

- 1 host for the entire event (hosting both disciplines), or

- 2 hosts for this event (hosting one discipline each)
 - 1 boulder host (day 1 and 2) and
 - 1 lead host (day 4 and 5)

In the case that the event is held at two different facilities, both host facilities must be within 50km of each other (same city or region). Applications can be combined (two host facilities applying together) or individual (1 host facility applying and asking CEC to pair them up with another host).

Strong consideration will be given to facilities that are supported by their Provincial / Territorial Sport Organization (PTSO). PTSOs can support more than one facility in their jurisdiction.

COMPETITION REQUIREMENTS

Boulder Requirements:

- Minimum 50-60m linear wall space with independent fall zones allowing for 12 boulders to run simultaneously.

Lead Requirements Regionals:

- Must be able to accommodate 2 individual top-rope and 5 individual lead routes at one time.
- Walls should be at least 12m+ in height. The overall angle of the wall should be less than 15 degrees. Walls that do not meet this height requirement may still apply, but preference is given to those who fulfill this criterion.

Lead Requirements Nationals:

- Must be able to accommodate 6 lead routes running at one time.
- Walls should be at least 12m+ in height. Walls that do not meet this height requirement may still apply, but preference is given to those who fulfill this criterion.
- Ability to drive one or two actuating boom or scissor lifts in the gym for event prep/setting is preferred.

COMPETITION FORMAT

Bouldering Format

- Qualifiers - 5 on 5 off isolation. 4 Problems
- Semi-Finals - 5 on 5 off isolation. 4 Problems (National Events ONLY, Regional events will NOT have Semi-Final Rounds)
- Finals - WC format, 4 minutes. 4 Problems

Lead Format

- Top-Rope for Youth C. (Regional Events ONLY)
- Two (2) qualifiers - Flash Format

- One (1) Semi-Final - On-sight (National Events ONLY, Regional events will NOT have Semi-Final Rounds)
- One (1) Final - On-sight

OTHER HOSTING REQUIREMENTS

Field of Play

The Field of Play (FOP) is defined as the area for the sporting competition plus the immediate and surrounding support areas at which a boundary separates from the other areas.

FOP and walls design shall be sent to the CEC for approval prior to the competition (refer to the [CEC global timeline](#) available on the CEC website).

The FOP for Sport Climbing includes, but is not limited to, the following:

- Climbing wall with holds as well as the floor covered by safety mats.
- A Transit Zone (on deck area) must be visually separated from, but adjacent to, the climbing wall and - possibly - the Isolation Zone/warm-up area. This is where the athlete will perform their final preparation prior to starting their round. The athlete and their belayer must remain there until called upon to cross the Starting Gate, enter the Field of Play and start the attempt.
- Starting Gate at exit of the transit zone and visible to the audience.
- Post Climb Zone (appeal zone for bouldering) is an after climbing zone visible to the audience with restricted access to athletes having finished their performance and accredited persons (Officials, Media, Coaches).
- Jury area, which shall be immediately in front of the wall, though respecting a security distance used for athletes falling / being brought down by belayers.
- Team Officials zone (in view of the climbing surfaces and having access to CEC judges), restricted to the Team Officials having athletes participating in the round.
- Photographers and Camera zones defined by the CEC Technical Delegate and the Event Organizers.
- The award ceremonies can also be run on the FOP.
- For national championships: Anti-doping area. This area must have access to their own washroom or stall and an area to set up a table and chairs.

For a complete written description of the FOP, please refer to the CEC FOP description on the [Competition Resources page](#) of the CEC Website.

Other Areas

Other Areas (OA) consist of all the technical areas for preparation, storage room and offices for involved parties such as:

- Isolation Zone: a restricted area for the athletes and Team Officials to warm-up and prepare for the competition rounds. It may be localized outside of the event venue and should consist of a general area for relaxation and refreshments and an area that includes a warming-up wall. This zone is not in view of the audience and exit to the transit zone.
- The CEC Officials and other CEC representatives (i.e. President, Staff).
- Medical and Anti-doping activities and personnel.
- Route Setters storage room that offers a large amount of storage space and whose access shall be managed by the Route Setting team.
- Event Organizer's Office.

Public Areas

There MUST be a barrier between the public areas and all areas on the FOP. The public can be divided into the following areas, and is dependent on space available in the Host Facility:

- General Public – Spectators, Parents
- Climber and Teams area (different than Team Officials zone, and for non-participating athletes and Team Officials, can be restricted to these groups)
- VIP Area – Staff, organizers, CEC board members, sponsor representatives.

It is recommended that Host Facilities:

- Provide a sound system used to address the audience and to play entertaining music, which must be approved by the Jury President and Technical Delegate.
- Provide a light system used to emphasize the climbing performance. The Jury President and Technical Delegate will ensure there is sufficient lighting for the athlete, making sure the competition is fair.
- Ensure that a video screen of a sufficient size for the venue audience, showing the current ranking/results of the athletes, is installed for the duration of the competition. The CEC will provide the software that will ensure the displaying of all the above-mentioned information.
- Provide earplugs as event volunteers, spectators and participants may be exposed to noise levels and other risks which could, among other things, damage hearing or cause bodily harm.

Complete description of the audience area can be found in the FOP description on the [Competition Resources page](#) of the CEC Website.

Notifications to be clearly posted in audience areas ensuring anyone entering your facility is made aware of the following:

Climbing Escalade Canada and [Host Gym] (collectively the "Hosts") may use photographs, videos and other likenesses (collectively, the "Photos") of Event volunteers, spectators and

participants for projects that are promotional, advertising, commercial, educational, research or archival in nature. These Photos are used for, but not limited to, the promotion of the Hosts and to promote the sport of climbing. Any proceeds realized from any commercialization of the Photos will be applied to the respective operating budgets of the Hosts. By attending this Event you hereby irrevocably grant the Hosts the right to use Photos of you, for the purposes referred to above.

Information Sheet

This plays a key role in the preparation of the event, ensuring all stakeholders have the appropriate information. These stakeholders include but are not limited to: Athletes, Coaches, Parents, PTSO's and Sponsors. Refer to [Information Package Template](#) on the CEC website.

The Event Organizer shall take care of providing general information such as:

- Travel information – closest airport, directions by car and transit (include a map).
- Accommodations nearby.
- Event Organizer and CEC Official names and contact details.
- Location of nearest hospital.
- Additional information such as: link to waiver, parking instructions, food recommendations.

The information sheet shall be given to CEC according to the Event Responsibilities document.

The schedule will be revised by the CEC Technical Delegate and a final brief shall be done after registration closes, so the following can be decided:

- Competition schedule of each round, including appropriate ISO times.
- Awards Ceremony.
- Program for any receptions.

Please note that the Technical Delegate (TD) has final authority on the schedule of the event. In case of problems during the competitions (i.e bad weather) or for whatever relevant reasons, they have the authority to change the schedule accordingly.

Awards ceremony

An Awards Ceremony must be conducted at the end of each competition, and shall be organized within 15 minutes of the final results of the final heats being posted. The Technical Delegate will be responsible for coordinating the staging and running the awards ceremony. CEC will provide the script.

The Host Facility will be responsible for:

- Providing an announcer
- Providing the podium and staging area

- Providing 2 medal presenters: A representative of the facility. The second person can be a sponsor, government official, etc.
- Provide medal bearers or a person to hand the medals and/or trophies to the presenters.

It is strongly recommended that the Event Organizer conducts a rehearsal of the awards ceremony prior to the competition in order to test any possible problems that may arise.

The only items that shall be displayed during the official awards ceremony are the CEC logo, CEC series sponsors and event title sponsors. However, the “presentation of the podium” offers both athletes and the Host Facility a greater margin of flexibility during this time (i.e prizes, commercial items). In any case, all awards ceremony schedules must be approved by CEC.

CEC BRANDING AND MARKETING

CEC will be providing a detailed Branding and Marketing Guideline document to selected hosts. The purpose of the Branding and Marketing Guideline document is to ensure that the CEC brand becomes widespread and identified as the authority and sanctioning body for national competition climbing in Canada.

This is done through the development and implementation of recognizable branding through design and consistent visual identity in print, online and broadcast media at all times.

The CEC brand is a valuable media asset in establishing a positive and professional reputation within the climbing community and with sponsors and funding agencies.

Great care must be taken at all times to ensure that all products, services, public identity and promotional material that carry the CEC identity, or appear in the eyes of the public to be the responsibility of CEC, carry our official brand, respect our brand requirements in a tasteful and respectful manner and/or be approved by the CEC Board or Executive Director.

Staying “on brand” at all times and endeavours and in our messaging builds and protects our identity, reputation and agreements with our sponsors, funding agencies and partners.

All promotional, marketing or communications materials for online, print or broadcast media must be consistent with the following guidelines when created by CEC, it’s contractors, sponsors, Third Party agencies or partners:

1. CEC, where it is the primary organizer and sanctioning body for a competition or event, shall get primary and prominent brand positioning in all online, print, broadcast and communications promotional material.

2. CEC shall be the primary agency that produces all online, print, broadcast and communications material where it is the primary organizer or sanctioning body for a competition or event.

This responsibility may be contracted to a Third Party agency, sponsor or partner but only under the condition that all material must be approved and signed off on by the CEC Board or Executive Director before being made public. CEC shall be the only body permitted to release CEC branded material unless otherwise authorized by the CEC Board or Executive Director.

Responsibility to CEC sponsors

The major sponsors and funding agencies of CEC have conditions on the use of their logos and brand identities in the promotional and communications material produced by CEC. We are under contractual obligation to fulfill those requirements. It is a part of their funding agreements.

Working with partners

Where the CEC works in partnership with a Provincial or Territorial Sport Organization, gym operator, other partners or event co-organizers in producing competitions or events the following guidelines shall apply:

1. If CEC is the sanctioning body, its branding and those of its major sponsors shall take precedence over all other agencies and sponsors and be displayed larger and more prominently than all other sponsors.
2. Partners of equal status in the production of competitions or events may have their logos of equal size and prominence as CEC.
3. Other sponsor logos, be they CEC sponsors or partner sponsors, may be of any scale depending on contribution agreement or design consideration, but never larger than CEC or its major sponsors' logos or brand identity.

Live Broadcasts

Where CEC organizes, directs and pays for a live video or audio broadcast, over-the-air, online or recorded for future broadcast, of a competition or event it shall have sole discretion in choosing the broadcast contractor, on-air hosts and all advertising used in the broadcast. If CEC chooses to delegate this responsibility of a CEC branded broadcast to a third party agency, partner or sponsor then CEC shall have final authority and discretion and must approve of the on-air hosts, branding and use of advertising during the broadcast.

FINANCIAL STRUCTURE

CEC is currently reviewing the financial structure of its events. Host Facilities should expect a 50/50 split of Registration Revenues to help cover the costs associated with hosting the event. Facilities must provide a budget of their expenses with the event bid. Facilities are also encouraged to propose a fixed rental cost to CEC.

BID REQUIREMENTS

All bids must be submitted by email, in an attached PDF document. Interested facilities must provide a complete bid that includes, at a minimum, the following sections:

1. Facility contact information.
 2. Name and contact information of individuals involved with the bid, and proposed:
 - a. Event Organizer lead
 - b. Volunteer Management system
 3. Complete description of the Facility and how they intend to address the hosting requirements as listed above
 - a. Competition Requirements
 - b. Field of Play
 - c. Other Areas
 - d. Public Areas
 4. Description of the host city in terms of accessibility, hospitality, volunteer capability, etc.
 5. Proposed budget for local expenses, including proposed rental fee or revenue split.
 6. Outline of medical services available, including distance to the nearest hospital.
 7. List of potential sponsors and/or grants available if the event is held in the proposed city/facility.
 8. Letter of support from Provincial or Territorial Sport Organization (PTSO) - optional.
 9. Letter of support from Sport Tourism Organizations and/or Government leaders - optional.
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TIMELINE

CEC will accept and review proposals, and select the Host Facilities for the 2021-2022 Competition Season, following the timeline below.

April 28, 2021

Opening of RFP

May 31, 2021

Deadline to submit proposals to info@climbingcanada.ca

June 2021	CEC Competition Committee to review proposals and submit recommendation to CEC Board of Directors
July 2021	CEC Board of Directors to select Host Facilities for 2021-2022 Season
End of July 2021	Announcement of selected Hosts

*This timeline is flexible, and may need to be adapted due to COVID or other challenges that may arise through the process.

BID EVALUATION

In the process of evaluating bids received, CEC will apply a Bid Evaluation Model (BEM) built around seven modules:

1. Infrastructure Assets
 - a. Climbing Facilities
 - i. Field Of Play (FOP)
 - ii. Other Areas (OA)
 - iii. Public Areas (PA)
 - b. Accommodation options
 - c. Food & Beverage Services
 - d. Transportation
 - e. Livestream / Broadcast Capacity
 - f. Medical Services
2. Community Support
 - a. PTSO support
 - b. Club support
 - c. Ability to recruit local volunteers
3. Public Sector Support
 - a. Government support
 - b. Sport Tourism support
 - c. Ability to secure hosting grants
4. Management and Event Expertise
 - a. Leadership of local team
 - b. Experience in event hosting
5. Financial Considerations
 - a. Financial suitability
 - b. Marketability
 - c. Ability to secure local sponsors
6. Competitive Context
 - a. Competition requirements (wall / holds)

- b. Previous hosts will be considered in an effort to make events accessible
 - 7. Legacy
 - a. Infrastructure & Equipment
 - b. Sport promotion
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CONTACT

For questions or comments regarding this Request for Proposals document, please contact CEC's Executive Director, Christiane Marceau, at ed@climbingcanada.ca

Proposals must be submitted to info@climbingcanada.ca