

2022 CONTINENTAL PARA CUP

Bid Information

Introduction

This document outlines the concept of, and the bid conditions for, Continental Triathlon Para Cup events in 2022. It also provides the approved framework for organising an event, including the general rights and obligations.

World Triathlon Para events include:

- World Triathlon Para Championships;
- World Triathlon Para Series;
- World Triathlon Para Cup;
- Continental Triathlon Para Championships;
- Continental Triathlon Para Cups.

Continental Triathlon Para Cups are designed to provide high quality competitions for athletes and are designed to happen on all continents and promote participation.

General Information

Host Cities, with the endorsement of their respective National Federation, are encouraged to develop visionary proposals that can enhance the scope, presentation, and marketing of these events. The structure of the Local Organising Committee can be made up of any combination of National Federations, Host City and/or recognised Event Delivery Partners;

The Local Organising Committee preferably should host a para triathlon test event (national event) the year prior to the event. World Triathlon and the respective Continental Confederations call for bids annually.

Targeted number of Events per year

6-9 events worldwide (Europe: 2-3 events, Americas/Asia: 1-2 events, Africa/Oceania: 1 event).

Athlete Participation

The maximum number of athletes is limited to maximum 52 for the Continental Triathlon Para Cup as per the Qualification Criteria.

World/Continental Triathlon Objectives

- To host a safe and fair competition;
- To present an event that is attractive to sponsors and/or tourism authorities, and is of benefit to the National Federation's objectives of developing the sport;
- To maximise media exposure for para triathlon nationally and globally;
- To promote good spectator audiences;
- To exhibit strong corporate support;
- To engage public institution support;
- To establish strong partnerships between all stakeholders;
- To ensure a strong emphasis on sport development with a provision of a legacy for the sport.

Broadcast

Any broadcast or video production is at the discretion and cost of the Local Organising Committee. The host owns the domestic Broadcast rights for the event. World/Continental Triathlon will retain international rights though it will work with the Local Organising Committee to distribute for optimum coverage.

News

World Triathlon will assist with any video news distribution that the Local Organising Committee can provide.

Online

The event will receive exposure on triathlon.org and official World/Continental Triathlon social media channels via news stories, photo galleries and results.

Print and Photography

The LOC will be responsible for providing a local photographer and sharing the photos with World/Continental Triathlon. World Triathlon distributes images through international photo agencies such as AP, Getty, AFP and Reuters.

Sustainability

The world we are living in is changing rapidly. Industrial and economic progress has come at a great cost to the planet, but it is not too late to make decisions and take actions that can halt the damage done to our environment and stem the tide of global warming. It is in the very nature of our duty as the governing body of one of the world's fastest growing sports that World Triathlon reaches all corners of the globe. We host large-scale events in major cities attracting thousands of participants and even more spectators. We now know the impact that daily occurrences such as global travel and the use of plastics has on our planet, and we want to become a leader not just among fellow International Sports Federations, but global organisations of all kinds, in acting and encouraging our stakeholders to do likewise. As part of this approach, World Triathlon has introduced the World Triathlon Sustainability Guide for Event Organizers. This document is an invitation to our event organiser partners to engage in the journey of social, economic and environmental sustainability within the delivery of their event. Some are already engaged, either on a voluntary basis or due to local legislation, and others have not yet started. Regardless of your location on this journey, this document offers a non-exhaustive list of actions to help keep you moving in the direction of sustainability.

It will also serve as a framework for a World Triathlon Sustainability certification system, which will recognize the commitments of LOCs to minimize their footprint.

Local Organising Committee Requirements

Financial Requirements

The financial obligations required to host a Continental Triathlon Para Cups are: US\$2,000

Secondary financial requirements

Transportation

The Local Organising Committee should ensure that local transportation is organised free of charge for the World/Continental Triathlon team including those drawn from the Executive Board, staff, technical officials and classifiers. This transportation will be for all activities related to the event including:

- Airport transfers (arrivals and departures) or any other embarkation point (port, train station or otherwise);
- Transfer between hotel and competition venue(s), media events and any social activities;
- Mutually agreed number of dedicated scooters/ bicycles for the World/Continental Triathlon team.

The Local Organising Committee should ensure that local transportation from the designated airport is offered for the athletes, guides and support personnel (including their equipment) for a modest price mutually agreed between the Local Organising Committee and World Triathlon.

Accommodation

The Local Organising Committee is required to provide accommodation (breakfast included), for World/Continental Triathlon officials including those drawn from the Executive Board, staff and technical team in a hotel that is reasonably close to the competition venue, with provision for both single and double rooms. The Local Organising Committee is also required to provide free accommodation for the Technical Delegate doing the required site visits during the evaluation period or leading up to the actual event.

Total hotel room-nights required: 10 room nights World/Continental Triathlon team including the staff/executives and the technical team (distribution may be single/double rooms). In case of classification, additional room nights are required.

The Local Organising Committee and Host National Federation must reach an agreement to procure accommodation for all Technical Officials (including maximum 5 SFTOs) involved at the event.

World/Continental Triathlon Office

The Local Organising Committee must provide an office for Continental Triathlon personnel for maximum 4 people equipped with the appropriate furniture, internet connection and printer/copy machine for 3 days.

Classification

World Triathlon will strategically target events for classification opportunities and in those cases will cover the cost of the classifiers.

Local Organising Committees are expected to work closely with World Triathlon to ensure classification requirements are met for facilities and established procedures in the regulations.

Local Organising Committees and National Federation can also request classification opportunities outside of these events for both physical and vision impairments. For this the Local Organising Committee is to pay World Triathlon US\$3,500 per panel and all travel and per-diem costs of the classifiers will be paid by World Triathlon.

Athletes' Service/Package

The Local Organising Committee must list all the athletes' services that are offered with the entry.

The following services to be available to the participants:

- Airport pickup for a reasonable charge at any other embarkation point (port, train station or otherwise);
- Sufficient range of accommodation within a reasonable distance from competition site;
- Access to training sites for a reasonable charge for the entire duration of the event, starting 3 days before the first competition;
- Safe bike and swim course familiarisation;
- Bike mechanic support;
- Local medical information services.

The LOC will provide World/Continental Triathlon team and Technical Officials (NTOs and ITOs) with the same race package as given to athletes, i.e., event t-shirt, tickets to all events, and sponsor gifts.

Anti-Doping

The Local Organising Committee will work with their National Federation and NADO in their country to organise and fund tests as follows:

6 urines (4 with ESA, 2 with GHRF), and 2 blood (all with GH) in total.

Insurance

The Local Organising Committee is obliged to provide a US\$3,000,000 (three million) event liability insurance cover.

Technology

20 radios and 3 local sim cards including data for the World/Continental Triathlon team (depending on the location, a cell phone with sim card is required).

TV/Broadcasting

No specific requirements. Any footage or highlights captured to be shared with World/Continental Triathlon for distribution. World/Continental Triathlon will endeavour to get maximum exposure for the event.

Technical Elements

Venue And Course

- The technical requirement of the course and the venue are covered in the Event Organisers' Manual (EOM) and in the World Triathlon Competition Rules;
- It is preferred to have a single venue location (one transition area) for the event. This results in all associated planning, logistics, implementation and athlete experience being much easier to execute effectively;
- Water quality tests leading up to the competition as per the World Triathlon Competition Rules.

Competition Schedule

Exact competition schedule must be agreed with the Technical Delegates in advance without being compromised by parallel events.

An estimated time of 2h30min is required from the first start to the last finisher on a Continental Triathlon Para Cup.

Technical Officials

20 Technical Officials will be required for a Continental Triathlon Para Cup, arriving one day prior to the first competition day.

Sport Presentation

The athletes' introduction and the award ceremonies must be conducted as per the World Triathlon Sport Presentation Manual. World Triathlon will provide such protocols.

Communication

- Promotion of the event internationally and nationally in the years and months leading up to the event is a joint responsibility of all stakeholders;
- Printed or digital version of programmes (Athletes' Guide) should provide information of the venue/s, including diagrams of the staging and display areas, time schedule for events, a description of each event and its objective, as well as athlete profiles for the top-ranked athletes;
- During the planning period, the Local Organising Committee must maintain effective communication with all external parties, including Continental Triathlon, National Federations, government entities, professional contractors, vendors, sponsors and media.

Athletes Registration

All the rules regarding the registration deadline, eligibility, entry can be found in the [World Triathlon Qualification Criteria](#) on triathlon.org.

Manuals And Guidelines

The Host City must adhere to all relevant requirements as stated in the:

- Event Organisers Manual;
- Brand Guidelines – Continental Triathlon;

- World Triathlon COVID-19 Guidelines for Event Organisers (The Covid-19 Guidelines for Event Organisers will be applied as an addendum to the LOC Requirement document according to the status of the pandemic at the time of the delivery of the event.);
- Sport Presentation Manual;
- World Triathlon Competition Rules;
- LOC Requirement – Para triathlon Classification.

All the above-mentioned documents are available from World Triathlon.

Revenues

The event has the potential for generating considerable revenue over expenses when well marketed. It provides a good opportunity to reduce overhead expenses by attracting support from government and commercial entities. It is the responsibility of the Local Organising Committee to market it effectively. All revenues from successful marketing will go directly to the Local Organising Committee. The Local Organising Committee is entitled to receive 100% revenue from the following sources but not limited to:

- Sponsorship;
- Public institutions;
- Entry fees from the athletes: maximum US\$50/athlete;
- Hotel commissions;
- National media and Broadcast rights sales;
- Merchandise sales;
- Food and beverage sales;
- Expo.

Intellectual Property

The Local Organising Committee has the right to use the official name from the day of the contract signature until six months after the last day of the event.

Bid Evaluation

Criteria

World Triathlon and Continental Confederations will evaluate each bid based on a set of criteria and expect to receive all this information in the bid package.

The following criteria are weighted equally:

- Host National Federation letter of endorsement including confirmation for the required certified Technical Officials;
- Host City Council/Mayor and/or Government letter of support with a signed guarantee for the use of roads, streets and other public areas needed for the competitions and course trainings;
- Written financial guarantee for the organisation of the event;
- Scheduling/Event dates with certain flexibility with the day and start time requests;
- Geographical location and the number of events in the region;
- Venue location and technical evaluations of the courses;
- One water quality test;

- Environmental data: heat stress indicator (WBGT), air temperature, water temperature, average rainfall, air pollution index, current (if applicable), sunrise/sunset for the proposed event's dates from previous years
- Experience and structure of the Local Organising Committee;
- Information about hotels, including location and room rates;
- Outline the planned athlete support services;
- Proximity to international airport;
- Draft budget proposal;
- Proposal to host a test event.

World/Continental Triathlon is looking to have sustainability as a key area of importance for our events. Event bids that show high sustainability will be given a positive weighting.

Bid Presentation

After the bid submission deadline, World/Continental Triathlon may request to visit cities that have sent all the proprietary documentation. The bidder will agree to cover the local transport, accommodation, and meals for up to 2 nights.

Bid Application Documentation

- Documents should be prepared in a simple format and at a modest cost;
- All documents must be submitted to the World Triathlon in English;
- Bids are evaluated on substance and content;
- Maps and diagrams should be accurate and of good quality;
- Digital photos should be included.

Submissions

The bid documents and supporting materials may be submitted electronically to sport@triathlon.org .