



IBSA Goalball

12th

2022 IBSA Goalball World Championships

Sanction Application

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Part 1 Preliminary Information

1.1 Introduction

Timeline and Process:

June 28. 2019	Sanction application Submission Deadline The bid applicants are required to submit the completed sanction application and proof of payment of the sanction application fee by this deadline.
June 29. – November 1. 2019	Bid Input Process and Site Inspection Visits IBSA Goalball will conduct the bid information process for sanction application organizations and conduct site inspection visits each of the bid cities.
November 18. 2019	IBSA Goalball Proposal for Site Approval
December 13. 2019	Awarding and Signing of Host Contract IBSA awarding and signature of the contract.

Confidentiality

All Local Organizing Committees (subsequently referred to as LOC) that have expressed an interest in hosting the 2022 IBSA Goalball World Championships have agreed to strict confidentiality throughout the sanction application process.

1.2 Use of the Host Contract for the Championships and Sanction application

Host Contract

The sanction application includes a sample Host Contract for the Championships as Schedule 1. Should there be any inconsistency between the Host Contract and other elements of the sanction application, the Host Contract shall take precedence. The Host Contract will be adapted to reflect the specifications of the sanction application; however, the core elements will not be altered. The successful LOC must sign the Host Contract following the IBSA Executive Board's decision on December 13, 2019 as a condition for award of 2022 IBSA Goalball World Championships.

Contacts for questions at IBSA Goalball

IBSA Goalball encourages an open and constructive relationship with LOCs, and we would encourage LOCs to request further information or any clarifications required related to any element of the sanction application process.

For reasons of a transparent sanction application process, IBSA Goalball may respond to specific requests for clarification with a circular letter to all bid candidates. In such circular responses the origin of the question will not be specified.

The preferred form of contact is via e-mail and all enquiries should be directed to:
goalball@ibsasport.org

1.3 Response Format and Requirements

Both the structure of the required sanction application documentation and the bid process have been reviewed by IBSA Goalball following the experiences of overseeing previous Championships. The aim of the format of responses is to save the LOC unnecessary work, effort and expense, and also to ensure that the information provided to IBSA Goalball can be easily and objectively analysed and represented.

Structure of responses

Responses must follow the questions specified in Part 2 of the sanction application. The questions provide a basis for technical analysis of the bid and cover all critical elements for assessing the concepts and technical elements critical to the success of the Championships.

Facts must be presented as clearly and concisely as possible. Each Section also allows for additional information to be provided outside the specific areas covered in the questions.

Numbering of the questions

The numbering for each question in Part 2 has been made specific to the respective Section. This simplifies the referencing of responses in the bid analysis process.

Guarantees from third parties

The sanction application requires the LOC to provide a number of guarantees from itself and third parties. These are specified clearly in the questions.

Representations, statements and commitments

All representations, statements and other commitments contained in the sanction application, and in other correspondence and documents related to the bid, are binding in the event that the respective LOC is selected to host the Championships.

Forms of submission

The bid must be submitted in electronic format by June 28, 2019. Hard copies of supplementary documents must also be provided directly to IBSA Goalball. The electronic submission should include a separate MS Word file and PDF file for the responses for each sanction application Section. Any attachments such as diagrams, pictures, plans, etc. should be provided in PDF format. LOCs must provide two hard copy responses. While the responses submitted electronically will be considered the official responses, any information provided and commitments made in the written documents shall be binding on the LOC.

Sanction application Fee

A sanction application fee of €750 (or equivalent in other currencies) must be submitted along with the bid.

All payments should be identified as follows: Sanction application Fee – 2022WC – IBSA - CITY NAME. The LOC must provide proof of payment with the sanction application.

Banking information:

Name of Bank:

DEUTSCHE BANK BONN KAISERPLATZ 7-9, D 53113 BONN GERMANY

DEUTSCHE BANK BRANCH 414

Account name: International Blind Sports Federation e.V. (I.B.S.A.)

Account number (IBAN): DE76 3807 0059 0056 5499 00

BIC (Swift-code): DEUTDEK380

PAYPAL Account name: treasurer@ibsasport.org

Language of the Bid

All information submitted to IBSA Goalball must be in English. Printed versions of the sanction applications may also be produced in other languages, however where there are discrepancies between documents produced in multiple languages, the English version shall take precedence. All correspondence to and from IBSA Goalball shall be produced in English only.

Part 2 Subject Areas

2.1 Local Organizing Committee (Details, Staffing and Structure)

General Requirements and Information

The Local Organizing Committee (LOC) must develop and staff an organisational structure capable of planning and delivering the 2022 IBSA Goalball World Championships (Championships). The organisational structure should involve all stakeholders who have a key role in delivering the Championships. It is advised that the local, regional and national public authorities are involved in the organisational structure, due to the critical role they play in investment, support services and facilities.

The Championships must be run in accordance with the requirements of IBSA Goalball and fulfil the obligations outlined in the Host Contract. The LOC must manage the Championships in a professional manner, reflecting the international status of the competition and maximising the media awareness associated with the competition. The LOC must ensure that communication and delivery of the Championships is conducted in English in addition to the language of the host country.

Responses Required

LD1

Provide full details of the LOC that is bidding for the Championships. This should include the following:

- a. Name
- b. Address
- c. Telephone and email
- d. Principal officers
- e. Proposed contact person and position.

LD2

Provide a letter signed by two (2) officers of the LOC, who must be the lead party in all aspects of the bid, specifying the name and legal entity of the LOC, providing the date to host the Championship and explicitly stating agreement to conform to the principles, policies and contractual obligations established by IBSA Goalball for the Championships.

LD3

Provide a letter signed by the President/Secretary General of the IBSA Goalball Member Nation (MN) or national NPC, endorsing the sanction application of the LOC, confirming the “good standing” of the LOC, and stating that the MN agrees to work with the LOC to ensure that the competition meets the conditions of the Host Contract to be undertaken with IBSA Goalball.

Special Purpose Company

LD4

If a special purpose company, joint venture or other similar legal entity is proposed as the LOC, including Government and or other State agencies (for example statutory authorities), give full details of the proposed structure, including legal status or other interests and governance structure.

LD5

Would the proposed structure require any transference of responsibilities from the LOC? If so, what is required to be transferred and how would this be managed and legally reflected? Confirmation must be provided that such entities will provide written guarantees in relation to fulfilling their responsibilities associated with delivering the Championships.

Organising structure and staffing

LD6

Outline the organisational structure to be utilised for hosting the Championship, including an organisation chart, and specifying key linkages with external agencies and how they are linked to the organisational chart.

LD7

Outline the roles and responsibilities of personnel in key roles in the organisation and hosting of the Championships.

Volunteers

LD8

Outline the role that volunteers will play in the hosting of the Championships.

LD9

Outline your plans for volunteer recruitment and training.

Additional Information

LD10

Please provide any additional information you may wish to include in relation to this Section.

2.2 Local, Regional and National Support

General Requirements and Information

This Section seeks to provide IBSA Goalball with a clear understanding of the involvement of local, regional and national authorities (public and sport) with the sanction application and the hosting of the Championships as well as information on the national structure and characteristics of Goalball including the involvement of any multi sport or able-bodied federations.

Responses Required

Public Authorities

- NC1 Describe the role that local, regional and national public authorities will play in the support, preparation and hosting of the Championships. In addition to an outline of the role of each authority, provide a description of the coordination between these bodies and the LOC and any vehicle established to host the Championships. In the case of the local public authorities specify in detail by area any confirmed levels of support.
- NC2 Provide any written guarantees obtained from the specified local, regional and national public authorities regarding their support and commitment (financial or other) towards the Championships.

Entry Formalities for Certain Personnel and Goods

- NC3 Describe the regulations in force in your country regarding immigration and entry visas. Provide a statement on the conditions to be levied from the public authority (ies) responsible for immigration and entry visas to all Championships accredited people.
- NC4 Specify any regulations concerning the import of products, equipment, animals (e.g. guide dogs), etc. required by Championships accredited people (e.g. athletes, MN team officials, media, etc), including without limitation broadcasting and related equipment, photographic and audio-visual equipment, medicines and medical equipment, telecommunications equipment, sports equipment, etc. Provide a statement on the conditions to be levied from the public authority (ies) responsible for the importation and exportation of these products, especially in relation to the duties or other taxes that may apply during the occasion of the Championships.

National "Goalball" Overview

- NC5 Provide a summary overview of the structure of the national level of Goalball in your country (e.g. major competitions, numbers of athletes, spectator interest, broadcast and media support, commercial support, etc).
- NC6 Describe in detail any involvement by outside federations in the sanction application and the hosting of the Championships. If involved, please provide a letter of guarantee specifying in detail by area any confirmed levels of support.

Medical Legislation

NC7 Specify the legislation in force in your country concerning the practice of medicine by foreign practitioners.

Additional Information

NC8 Please provide any additional information you may wish to include in relation to this Section.

2.3 Championships Participation and Schedule

General Requirements and Information

Championships Participation

The LOC must submit a sanction application on the basis of hosting the Men's, Women's, or both Championships following maximum Championship Participation:

Type	Men's	Women's	Combined
Athletes	96	96	192
Team Officials	48	48	96
International Referees	8	8	16
Commissioners	1	1	2
ITOs	6	6	12
NTOs	10	10	20
VI Classifiers	2	2	4

The organizing committee should clearly state their intention to host a single gender or combined championship. Please indicate your acceptance if awarded either the men's or women's Championships.

Championships Schedule

The LOC must submit a sanction application on the basis of the following Championships Schedule:

Activity	Scheduling
Arrivals	Start 4 days prior to Opening Ceremony
Classification	Three days should be budgeted for; however, exact number of days required is dependent on numbers to be classified - process must be completed one day before start of competition
Training	Start 4 days prior to Opening Ceremony Finish the day prior to the start of competition
Opening Ceremony	Scheduled to maximise spectator attendance and media coverage
Closing Ceremony	Determined by LOC, Approval by IBSA Goalball
Departure	One day after Championships

No Scheduling Conflict

No elite level domestic competition for athletes with a disability is to be permitted in the city hosting the Championships two (2) weeks prior or during the dates scheduled for the Championships. This will be defined as any level, which is determined by IBSA Goalball to have a potentially significant impact on the attendance at the WC,

broadcasting or the success of local implementation of the spectator and commercial programmes. This is intended to protect the commitment and interest of the LOC.

Responses Required

Championships Participation

- PS1 Specify any limitation or consideration in relation to accommodating the required numbers specified in the table above.
- PS2 Describe the strategy to provide the requisite number of Championship Officials.

Championships Schedule

- PS1 Specify the proposed dates for the Championships as outlined in the Championships Schedule table above. Competition dates must be between May 01-December 01, 2022
- PS2 Explain why the proposed dates were selected.
- PS3 Specify any major sport event and other events (in the city or the region) immediately preceding, during or immediately following the Championships, and how this event may impact (contribute or challenge) the Championships.

Additional Information

- PS4 Please provide any additional information you may wish to include in relation to this Section.

2.4 Championships Competition Venues

General Requirements and Information

Minimum Venue Standards

The Championships competition venue is a critical success factor for the Championships, in both financial and operational terms. All competition venues, and all venue operational elements, must be in line with the commitment to stage a world-class competition. The Championships should be safely and efficiently operated, keeping in mind a central focus on an extraordinary athlete experience. Each venue must provide spectator comfort (both in terms of seating and facilities) and comply with the provisions set out by IBSA Goalball in the rules which are available at ibsa.es LOCs are required to provide the following Championships Competition Venues:

Accessible Design

While it is anticipated that most proposed competition venues will have already hosted high level sporting events, competitions for athletes with a disability have specific requirements with regard to accessibility. Such adaptations should be considered and reflected in the sanction application.

Competition Venue Access

The competition venue should be accessible to the LOC in time to sufficiently allow competition preparations for the Championships to be completed prior to the arrival of athletes and team officials.

Provision of venue plans

Detailed plans of each of the proposed competition venues and the surrounding environment up to 400 metres must be provided. These plans must identify commercial and public areas within the 400 meters radius and whether the noise level from these sites would interfere with the Championships.

Responses Required

Competition Venue Information

Overview

- CV1 Provide a letter from the owner of each competition venue confirming the venue will be provided clean and is available during preparation period and the period of the Championships including exclusive access periods and non-exclusive access periods for Championships set-up and breakdown.
- CV2 Explain the ownership of the venue, noting any possible changes prior to the Championships and the impact of such changes.
- CV3 Provide an overview of the construction and usage of the venue, including:
- The date of construction
 - Dates of major refurbishment
 - Overlay Required
 - Total current seating capacity

- e. Planned redevelopment (including status of relevant approvals required)
- f. Current usage

CV4 Provide a list of major competitions (local or international) hosted in the Competition venue(s) in the last two (2) years.

CV5 Explain any restrictions on noise, floodlighting or scheduling within the Championships period.

Venue Plans

- CV6 Provide a plan (no larger than A3) of each level of the venue, including the following:
- a. Field of Play
 - b. Scoreboards/Videoboards
 - c. Operational areas (e.g. call rooms, general office space and storage etc.)
 - d. Toilets and Showers (specify wheelchair accessible toilets)
 - e. Seating blocks (including total number of seats, VIP seating areas, etc.)
 - f. Hospitality areas (boxes, function rooms and associated seating)
 - g. Concession points, Merchandising facilities and Restaurants

Field of Play

CV7 Confirm the surface type, scope and certification of the FOP in accordance with the IBSA Goalball rules for the competition venue.

Athletes Championship Officials and IBSA Goalball Officials facilities

- CV8 Provide an overview of the existing and planned team facilities in the venue, including:
- a. Size and facilities in changing rooms
 - b. Size and location of warm-up areas
 - c. Facilities for Championship Referees and ITO's
 - d. Medical facilities
 - e. Anti-doping facilities

Scoreboards, Videoboards, Heating, Venting and Air Conditioning (HVAC)

CV9 Provide details on scoreboards and videoboards in the venue, including dates of installation and technical specifications.

CV10 Provide information on the HVAC units at the venue, including dates of installation and technical specifications.

Broadcast, Media, and Promotion Plan

CV11 Provide an overview of the LOC plan to attract media coverage for the Championships.

Hospitality

CV12 Provide an overview of the existing and planned hospitality facilities in the venue.

Signage

CV13 Provide an overview of the signage at the venue, including:

- a. Signage available and planned, including boards
- b. Explain existing advertising sizing, the system used and on what structures

Public access

CV14 Provide a summary of public access to the venue, including:

- a. Distance from the venue to city centre
- b. Expected travel time to city centre (specifying type of transport)
- c. Public parking availability
- d. Access from venue to public transport
- e. Any special event assistance from public agencies (road closures, free public transport etc.)

Additional Information

CV15 Please provide any additional information you may wish to include in relation to this Section.

2.5 Championships Training Venues

General Requirements and Information

Championships training venues have become an extremely important element of the Championships, as they provide a critical platform for the preparation of athletes. This Section focuses on the general principle the LOC has used in planning for the Championships training venues as well as the specifications of the proposed sites. Each Championships training venue should be adequately staffed, catered and include the required medical services for the Championships. It is the responsibility of the LOC to ensure that all appropriate and necessary security measures are in place to protect the safety and focus of the athletes. LOCs are required to provide at least two (2) training venues and ensure that the training venues meet the specifications as outlined in the 2018-2021 IBSA Goalball Rules and Regulations.

Responses Required

- TV1 Provide a list of the proposed training venues if different than competition venue, specifying the following:
- a. available and planned facilities
 - b. distances and time to and from the Championships competition venue(s) and accommodation properties
- TV2 Provide a letter(s) from the owner(s) of each Championships training venue(s) confirming the venue(s) will be provided clean and is available during preparation period and the period of the Championships including exclusive access periods and non-exclusive access periods for Championships set-up and breakdown.
- TV3 Provide an overview of the planned venue warm-up areas.

Additional Information

- TV4 Please provide any additional information you may wish to include in relation to this Section.

2.6 Championships Services (Accommodation, Catering, Transportation, and Others)

General Requirements and Information

Accommodation

The appropriate accommodation properties shall be secured by the LOC for the various Championships constituent groups considering type, quality, location, pricing and accessibility. When determining accommodation properties, the LOC must adhere to the following conditions:

- a) Accommodation for athletes and team officials, Championship Officials, and VIPs and Sponsors should meet the standards as outlined in 2018-2021 IBSA Goalball Rules and Regulations.
- b) The properties must be close to the competition venue, no further than 45 minutes to/from by car (at peak traffic times).
- c) All accommodation properties for athletes and team officials must be equivalent to at least a three (3) star quality hotel according to accepted standards.
- d) The LOC must cover the cost of accommodation (including meals) for Championship technical officials (overseas and designated host country), athletes, team officials, TD, ATD, Commissioners and IBSA Goalball key officials.

Championships Village

The LOC may provide a hotel accommodation or collection of smaller accommodation facilities in a Village concept. In such cases, private bedrooms must be provided for a maximum of two (2) per room and the number of bathrooms in a residential unit must meet the following ratios by constituent mobility type:

- One (1) bathroom for every four (4) people

Catering

The LOC must cover the cost of catering services for athletes, team officials and Championship Technical officials and IBSA Goalball officials. It is critical that a variety of ethnically diverse meals that incorporate special nutritional and religious requirements are offered for athletes, that meal services are offered at optimal times that allow athletes and team officials to eat appropriately prior to and after competition. Sufficient bottled beverages, in particular water and other beverages must be provided at the competition and training venues.

The LOC must make available catering services at the competition venue for the IBSA Goalball Family in a designated lounge.

Transportation

One of the keys for successful Championships is an accessible, efficient, safe and reliable ground transportation system between major ports of entry, accommodation locations and Championships competition and training venues. Some critical elements the LOC is required to identify in setting-up its transport plan include:

- **Transportation Scheduling**
Identifying an accurate schedule of arrival and departure times between the various Championships venues, considering venue locations (distance and time between), vehicle types and numbers available, load and unload times.

- **Vehicle Procurement**

Identifying, what types and the numbers of vehicles that are required to transport the different constituent groups and their equipment to the various Championships venues in an accessible, efficient, safe and reliable manner.

- **Arrival and Departures**

Identifying the timeliness, accessibility and general level of service provided for each constituent group from the point of arrival by plane/train, through immigration and customs to the baggage claim area and finally departing to the appropriate accommodation location and ensuring all sport equipment is transported safely and securely (e.g. assistance at baggage claim where requested, accessible signage and help desks, load procedures). Identifying the timeliness, accessibility and general level of service provided for each constituent group from the point of departure from their accommodation location, through the airport/train station check-in procedure through security and immigration to boarding the airplane/train.

- **Opening and Closing Ceremonies**

Identifying what transportation resources are required in the transport of the various constituent groups to and from the Opening Ceremonies and medal presentations in a swift, orderly, accessible, efficient, safe and reliable manner.

Cost and Duration of Transportation

The LOC is responsible for the cost of transportation for athletes, team officials, Championship Officials, at the appropriate service levels as outlined in the IBSA Goalball transportation requirements for each constituent group and will be available for the duration of the Championships.

Other Championships Services

The other following Championships Services will be provided for by the LOC:

- **Air and Ground Travel** – The LOC is responsible for a return commercial economy class airfare and other related transportation costs (including an established amount for ground travel) for the Championship Referees, ITOs, IBSA VI Classifiers, TD, ATD, Commissioners and IBSA Goalball Chairman.
- **Accreditation** – The LOC must develop and deliver an accreditation system for the Championships. In this section the LOC should describe the general process of accreditation and the proposed locations for which the various constituent groups will obtain their accreditation passes.
- **Language Services** – The official language of the Championships is English, The LOC should ensure a good working knowledge of associated technical terms by its workforce (staff and volunteers) - required for interpretation and translation personnel. The LOC should provide an overview of how language services will be planned and implemented to address these requirements.
- **Laundry** – The LOC must ensure that laundry services are available through the various accommodation properties allowing for regular washing of clothing and other articles at a reasonable cost to be paid by the respective accredited people.
- **Medical Services** – All accredited people attending the Championships shall be responsible for the cost of all individual medical treatment required during the Championships, except for emergency and first aid treatment. The LOC is strongly advised to obtain medical insurance to cover such emergency and first

aid cases (including the coverage of repatriation). Furthermore, the LOC must agree to cover the cost and be responsible for the implementation of all necessary and appropriate on-site sport science, medical, emergency ambulance and first aid services during the Championships in accordance with the Medical Services Requirements.

- **Security** – The necessary security measures shall be taken by the LOC to guarantee the safe and peaceful celebration of the Championships. The LOC should undertake a risk assessment with the national and local authorities to evaluate the appropriate level of security provisions for the Championships.
- **Technology, Software and other Related Matters** – The LOC is responsible for planning and implementing all the technological means necessary for the preparation and running of the Championships in accordance with the Technical Requirements.

Responses Required

Accommodation

- CS1 Provide an overview of the accommodation type and services to be provided to delegations, specifically:
- a. Standards and services of all accommodation facilities
- CS2 Provide an overview of the accommodation type and services for the Championships Hotel (Village), noting:
- a. Standards and services

Catering

- CS3 Describe the proposed meal services and facilities to be made available for the following constituent groups and confirm that all costs will be covered by the LOC:
- a. Athletes and team officials
 - b. Championship Officials

Transportation

- CS4 Indicate the distances and travel times between all Championships competition, training, accommodation and ports of entry, additionally specify the mode of transport in each instance which is used to determine the time estimate.
- CS5 Provide a summary of the transport type and level of service (operating times) projected for each of the following constituent categories:
- a) athletes and team officials
 - b) IBSA Goalball Family
 - c) Championship Officials
 - d) media
 - e) spectators
- CS6 Provide an overview of the vehicle procurement plan and scope indicating the number of accessible vehicles in each of the following vehicle category:
- a) vans
 - b) buses
 - c) cars
 - d) other

- CS7 Describe the arrival and departure process for all constituent groups at major ports of entry.
- CS8 Provide letters of guarantee from all parties supporting the success of the plans above (including governmental, airport/train station authorities and vehicle providers)

Other Championships Services

- CS9 Describe your concept for the Championships Accreditation Centre(s) which shall be conveniently accessible upon arrival, include the following elements:
- a. Location and size of the proposed facilities
 - b. State whether they are existing facilities or to be constructed
 - c. Explain reasons for the choices of site
 - d. Provide a letter from the owner of the venue confirming the venue will be provided Clean and is available for the Championships period.
- CS10 Describe the proposed system and policy of the language services for the Championships, including the languages used in translation for the media and official Championships events.
- CS11 Describe the proposed laundry services and prices to be made available for all accredited people.
- CS12 Describe the proposed medical services to be made available during the Championships.
- CS13 Identify the public and private agencies that will be involved with security during the Championships, including the specification their responsibilities.
- CS14 Describe the proposed plan for technology and related matters to be made available during the Championships.

Additional Information

- CS15 Please provide any additional information you may wish to include in relation to this Section.

2.7 Anti-Doping

General Requirements and Information

The LOC will be required to implement an anti-doping programme for the Championships in accordance with the IBSA Anti-Doping Rules for Organising Committees of Sanctioned Competitions. The LOC will be required to conduct the requisite number of doping control tests on the athlete participating in the Championships as agreed to by the LOC and IBSA Goalball. Furthermore, the LOC is required to appoint a testing agency and a World Anti-Doping Agency (WADA) Accredited Laboratory and must provide suitable and secure anti-doping facilities within each competition venue and logistical/ operational support to enable the effective implementation of the programme.

Responses Required

- LE1 Please provide a copy of any anti-doping legislation in the host country.
- LE2 Have the relevant authorities in your country signed an agreement with WADA to adopt and implement the WADA Code?
- LE3 Is there a WADA accredited laboratory in the host country? If so please provide details.

Additional Information

- LE4 Please provide any additional information you may wish to include in relation to this Section.

2.8 Media Coverage - Broadcast and Press

General Requirements and Information

Broadcast

LOCs should acknowledge the importance of ensuring broadcasting and the widest possible worldwide audience of the Championships. The broadcast interest in Goalball has grown exponentially since the first IBSA Goalball World Championships in 1978.

Responses Required

Broadcast

BP1 Describe the LOC's concept and plans for broadcast coverage of the Championships.

Additional Information

BP2 Please provide any additional information you may wish to include in relation to this Section.

2.9 Communications and Promotion

General Requirements and Information

The communications and promotion of the Championships are critical in providing a positive image and clear public and media understanding of the Championships. A close and open relationship between the LOC and the IBSA Goalball is essential in this regard. This Section requires the LOC to outline the current communications and promotional concepts and programmes planned for the Championships, including, but not limited to, the following areas:

- Promoting the development of the values and sport merits of Goalball and the Championships athletes including, but not limited to social, educational, aesthetic and ethical aspects;
- Planning and implementing Ceremonial activities (i.e. Opening Ceremony, Closing Ceremony and Medal Ceremonies); and
- Planning and implementation of a comprehensive Look of the Championships Programme.

The ceremonial and cultural activities of the Championships provide an opportunity for the LOC to give the Championships a local, regional and national identity. In past Championships educational opportunities have played an important role for LOCs, building a close connection within schools and educational institutes in the host country that have allowed for the broad promotion of Goalball, the Paralympic Movement, and the Championships and have generated interest and spectators.

Responses Required

Existing communications and promotion situation

- CP1 Explain the existing communications and promotional structure for sport for athletes with a disability in the host country.
- CP2 Provide a summary of the key media outlets in the host country, including the main newspapers, television and radio stations.

Championships communications and promotion

- CP3 Describe how is it proposed that the LOC works with IBSA Goalball during the planning and operational phases of the Championships, including the use of existing media, new media and websites.
- CP4 Outline briefly any major promotional events that would be undertaken to raise awareness and describe the communications programmes you intend to set up during the years leading up to the Championships.
- CP5 Provide any further information on support available from local tourism authorities and other relevant government development agencies.
- CP6 Describe your plans for the ceremonial activities (Opening, Closing and Medal) to take place during or prior to the Championships.

- CP7 Describe your plans for the Look of the Championships programme to take place during or prior the Championships and letters of guarantees from local, regional and national public authorities to support and contribute to such a programme.
- CP8 Describe any educational programmes that will be established in schools during the years leading up to the Championships.

Additional Information

- CP9 Please provide any additional information you may wish to include in relation to this Section.

2.10 Ticketing

General Requirements and Information

An effective and well-managed ticket programme is essential to the overall success of the Championships. The LOCs objectives for such a programme should be to promote the Championships as a valued property, to fill the competition venue with spectators for as many sessions as possible and to contribute to the LOC's revenue.

Responses Required

- TK1 Outline your proposed ticketing strategy, including compliance with competition and regulatory authorities and provide proposed ticketing and maximization of attendance strategy.
- TK2 Describe how you intend to cultivate local support and interest within the local, regional and national areas.
- TK3 Indicate what entities will manage ticketing operations (e.g. will it be done in house or contracted to a third party).
- TK4 Specify any legislation which may impact on the ticketing sales and marketing strategy.

Additional Information

- TK5 Please provide any additional information you may wish to include in relation to this Section.

2.11 Finance and Taxation

General Requirements and Information

This section seeks to establish the reasonableness of the financial plan/ budget developed for the Championships.

Championships Financial Arrangements

The LOC must agree to the following conditions:

- a) All costs of the Championships will be met by the LOC.
- b) Any financial surplus resulting from the celebration of the Championships will be distributed 60% to the LOC and 40% to IBSA Goalball.
- c) The LOC will charge a capitation fee of €25 per athlete which will be distributed to IBSA Goalball.

Sanction application costs

All costs incurred by the LOC during the sanction application process and associated with the sanction application shall be borne in total by the LOC. No retrospective allocation of sanction application costs shall be attributed to the Championships budget for the successful LOC.

Championships Operating Budget (Championships Budget)

LOCs must include in the sanction application a detailed operating budget (revenues and expenses) related to the organisational arrangements for the Championships. This budget should follow the structure set out in Schedule 5. It should be realistic and accurate, following full consideration of each line item. The budget is prepared and managed by the LOC and must be formally approved by the IBSA GOALBALL. In order to obtain verifiable and comparable data, budgets should be prepared on the basis of economic conditions existing at the time of the sanction application. The possible inflationary and currency effects will be analysed by IBSA Goalball. All budget figures must be provided both in local currency and EURO, in 2019 prices, with the exchange rate specified and used consistently in all information.

The LOC should provide separately from the Championships budget mentioned above details on any capital investment from a local, regional and/or national public/private agency (ies) required to conduct the Championships.

Responses Required

Championships budget

- FT1 Provide a letter confirming that the LOC agrees to the financial conditions of the Championships.
- FT2 Complete a proposed Championship budget using the budget structure included in Schedule 5.

External financial support

FT3 Provide full details of any financial support that has been or will be obtained from local, regional and national public authorities, including letters officially confirming such support.

Additional Information

FT4 Please provide any additional information you may wish to include in relation to this Section.

2.12 Insurance and Risk Management

General Requirements and Information

A comprehensive risk management and insurance programme is a critical element of the organisation of major events such as the Championships. The insurance programme shall name the LOC and the IBSA as joint assured parties in respect of their respective potential liability to any third parties. This Section requires the LOC to detail the risk management plans and to indicate the proposed insurance programme for the Championships that meets the minimum levels established in the IBSA Goalball Insurance Requirements.

Public/product liability insurance

The LOC would be expected to have in place throughout the Championships appropriate public/product liability for all Championships events. This would cover legal liability for loss of or damage to property and death of or injury or disease to persons happening in connection with the Championships.

Professional indemnity insurance

The LOC will be expected to have in place adequate professional indemnity insurance to indemnify IBSA in respect of the Championships for any neglect, error of omission occurred or committed by the LOC's employees or any other person, firm or company acting jointly with the LOC.

Medical insurance coverage

The LOC will be expected to ensure that adequate medical insurance coverage is in place for any emergency and first aid cost occurring during the Championships. The precise monetary amount will vary from country to country but will be based in the first instance on the level of medical insurance cover provided for major Championships in that country.

Other insurance

The LOC will be required to have in place other general insurance cover for its normal activities, which would include motor vehicle coverage, goods in transit coverage, computer coverage and employer's liability coverage.

Responses Required

Public/ product liability insurance

IN1 Outline the public/product liability insurance to be put in place for the Championships.

Professional indemnity insurance

IN2 Outline the professional indemnity insurance to be put in place for the Championships.

Medical insurance coverage

IN3 Outline the professional medical insurance to be put in place for the Championships.

Additional Information

IN4 Please provide any additional information you may wish to include in relation to this Section.

2.13 Legacy

General Requirements and Information

All LOCs should have a clear understanding of the motivations for hosting the Championships, which will serve to shape planning and operations. These goals commonly include the delivery of a Championships 'legacy', which leaves a positive impact in a range of areas for the LOC, the host city and the host country. This Section allows the LOC to outline these motivations and goals for the Championships, highlighting how they will impact on planning and operations.

Responses Required

- LG1 Specify the general legacy goals established for hosting the Championships.
- LG2 Outline the intended legacy specifically for Goalball in the host city, region and country.
- LG3 Outline the perceived importance of hosting the Championships in the host country for the world of Goalball.
- LG4 Outline how IBSA Goalball can help the LOC achieve these goals.
- LG5 Outline the perceived impact of these legacy goals on planning and operations.

Additional Information

- LG7 Please provide any additional information you may wish to include in relation to this Section.