



EDGF EUROPEAN DISC GOLF CHAMPIONSHIPS BID INFORMATION 2018



EUROPEAN DISC GOLF FEDERATION



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2018

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This document outlines the concept of, and the bid conditions for the EDGF European Disc Golf Championships.

1. INTRODUCTION

- 1.1. This document is intended for EDGF National Federations (NF'-s), Host Cities or Event Local Organising Committees (LOC'-s) interested in bidding to host an EDGF European Disc Golf Championship.
- 1.2. EDGF European Disc Golf Championships are designed to be well organised events with a wide continental reach and high quality competitions for athletes.
- 1.3. EDGF European Disc Golf Championships feature:
 - a) A disc golf event for a maximum size of 200 players, competing in seven (7) divisions – MPO, MPM, MPG, MPS, FPO, FPM, MJ1 (subject to review according to statistics)
 - b) Significant prize purse;

2. ORGANISATIONAL FRAMEWORK OF THE EDGC

2.1 WORLD FLYING DISC FEDERATION – WORLD GOVERNING BODY

- 2.1.1 The World Flying Disc Federation (WFDF) was founded 1985. Members are the national flying disc associations.
- 2.2. WFDF is the world governing body for all disc sports and is recognised by the International Olympic Committee (IOC) and Sportaccord, the Association of International Sport Federations.
- 2.3. More information about WFDF can be found at www.wfdf.org.

3. PROFESSIONAL DISC GOLF ASSOCIATION – INTERNATIONAL GOVERNING BODY

- 3.1. The Professional Disc Golf Association (PDGA) was founded 1976. Members are the individual players.
- 3.2. PDGA serves as the governing body for the sport disc golf, specifically in view of the competitive play of disc golf, including tournament standards, rules of play, and technical- and materials standards.
- 3.3. More information about PDGA can be found at www.pdga.com.

4. EDGF – THE EUROPEAN GOVERNING BODY

- 4.1. The European Disc Golf Federation (EDGF) was established in 2014.
- 4.2. EDGF is the European governing body for the sport of disc golf, specifically for the European Disc Golf Championships (all forms).
- 4.3. More information about EDGF can be found at www.discgolffederation.eu.

5. EUROPEAN DISC GOLF CHAMPIONSHIPS OVERVIEW

5.1. General information

- a) EDGF European Disc Golf Championships are contracted by EDGF to a Local Organising Committee (LOC), in cooperation with its member National Federation (NF);
- b) EDGF calls for bids bi-annually. NF's, host cities and LOC's are encouraged to develop visionary proposals that can enhance the scope, presentation and marketing of the events. Priority will be given to existing organizers that have followed the ideal development path of hosting a National event, Series event or Regional events and delivered a high quality event;
- c) EDGF exclusively owns the rights to the events and contracts the organisation of the European Disc Golf Championships to individual LOC's, which can be made up of any combination of NF's, Host City and/or recognized event organisers, as long as the NF is always a co-signatory to the contract;
- d) LOC's must be fully aware of the concept, format, and scope of EDGF European Disc Golf Championships, as envisioned by EDGF and its partners as defined in this document.

5.2. EDGF objectives

- a) Host a safe and fair competition;
- b) Present a European Championships that is attractive to sponsors, and/or, tourism authority, and is of benefit to the NF's objectives of developing the sport at a high level;
- c) Maximise media exposure for the EDGF European Disc Golf Championships nationally and globally;
- e) Engage public institution support;
- f) Establish strong partnerships (EDGF, NF, LOC, Host City/and the related partners of EDGF;

6. EDGF EUROPEAN DISC GOLF CHAMPIONSHIPS TELEVISION AND MEDIA

6.1. Television Media

The LOC owns the domestic television rights for the event. EDGF will do its best to generate international interest and create continental coverage provided that the LOC will give (as in deliver or) the images to EDGF. Television production and domestic distribution costs are at the responsibility of the LOC.

6.2. News Media

Online news distribution can be provided for the event if quality footage is delivered in real time by the LOC.

6.3. Online Media

The event will receive exposure on discgolffederation.eu via news stories, photo galleries and results. Live scoring and video may be published on discgolffederation.eu at EDGF's discretion, if provided by the LOC.

6.4. Social Media

EDGF will provide the EDGC Facebook page and appropriate administrator rights to the LOC. Other social media channels such as YouTube, Twitter, Instagram, etc. shall be provided by the LOC. EDGF will also share posts with its own Facebook page.

6.5. Printed Media

The LOC shall have a media coordinator/responsible who shall write and distribute media releases via major local wire services and be the point of contact for all media matters. EDGF will further distribute media releases, if provided by the LOC.

7. EDGF EUROPEAN DISC GOLF CHAMPIONSHIPS REQUIREMENTS

7.1. The Relevant Parties

The agreement for hosting a European Championship will be concluded between the following parties:

- a) EDGF;
- b) The LOC comprised of:
 - The Host City;
 - The event organiser;
 - The NF;

7.2. Event Fees

The financial obligations required to host the EDGF European Disc Golf Championships are:

	Event Fee	Prize Money
European Disc Golf Championships	500 €	Minimum 15.000 €

7.3. Secondary Financial Considerations

- a) Transportation: The LOC should ensure that the local transportation, specifically between the hotel(s) and the course is organized free of charge for the participants, as well as for the EDGF officials.
- b) Accommodation: The LOC is required to provide free accommodation for two (2) EDGF officials with the official tournament hotel.
- c) Hosting: The LOC is required to host a “Player’s Party” and include a VIP welcome (sponsors, city authorities, etc.) plus a closing/award ceremony.
- d) Insurance: The LOC is obliged to work with the NF to provide one million 1,000,000 € Event Liability Insurance.
- e) Technical Support: The LOC should be aware of the costs associated with live scoring, and communications; radio, phones, internet, etc.
- f) Television and Media: Television is at the discretion of the LOC and the associated costs are borne by the LOC.
- g) Athletes’ Services: The LOC is required to provide a full package of athletes’ services appropriate to this level of competition including: access to warm-up site, local medical information- and physio services’ and a unique event souvenir.

7.4. PDGA/EDGF Technical Elements

- a) The key technical elements of a European Disc Golf Championships consist of:
- The competition categories (divisions);
 - The schedule;
 - The course;
 - The venue; and
 - The associated logistical requirements needed to produce a European Disc Golf Championships at the PDGA/EDGF standard defined in the EDGC Guidelines & Regulations and the PDGA Competition Manual.

b) Competition Categories (divisions) (subject to review according to then current demographics 12 months prior to the event)

- Open Men (MPO) - any age
- Open Women (FPO) - any age
- Men Master (MPM) - 40+
- Women Master (FPM) - 40+
- Men Grandmaster (MPG) - 50+
- Men Senior Grandmaster (MPS) - 60+
- Juniors (MJ1) - under 18

c) The Nations Cup

d) Other Scheduled Activities: complementary cultural events over the course of the event week.

e) Course and Venue requirements: the technical requirements of the EDGF European Disc Golf Championships are covered in the EDGC Guidelines & Regulations and in the PDGA Competition Manual.

7.5. EDGF Sport Presentation

a) EDGF European Disc Golf Championships should be presented to the on-site spectators by announcers.

b) The Award Ceremony must be conducted as per EDGF event protocol, at the conclusion of the event;

c) Printed and/or digital version of the event programmes should provide information on the venue, including diagrams of the staging and display areas, time schedule for the events, a description of each event and its objective, as well as competitors' profiles for the top-ranked disc golfers. A start list (groups) should also be made available following the official players' meeting.

8. EDGC - RIGHTS, OBLIGATIONS & RESPONSIBILITIES

8.1. Rights of the LOC

a) To receive 100% revenue from:

- Event title sponsor;
- Public institutions;
- Event specific sponsorship that does not compete with EDGF sponsors;
- Entry fees from the participants;
- Merchandising sales;
- Food and beverage sales;
- Ticket sales;

b) The right to use the official name from the day of the contract signature until six months after the last day of the event;

c) **Onsite Branding:** the LOC must share advertising space on the course (FOP and on-site branding with EDGF and its sponsors).

8.2. Obligations of the LOC

a) Abide by the terms and conditions of the EDGF-LOC agreement and the financial obligations outlined in 7.2;

b) Cover all staging and organisation as set out in the EDGC Guidelines & Regulations;

c) Promote the event locally and nationally in the months leading up to the event.

8.3. Responsibility of the LOC

a) **Marketing:** EDGF European Disc Golf Championships have the potential to generate considerable revenue when well marketed. The European Championships provide a good opportunity to reduce overhead expenses by attracting support from government and commercial entities. It is the responsibility of the LOC to market the EDGF European Disc Golf Championships effectively. All revenues from successful marketing will go directly to the LOC.

b) **Communication:** during the planning period of EDGF European Disc Golf Championships, the LOC should maintain effective communication with all external parties, including EDGF, athletes and NF's, government entities, professional contractors, vendors, sponsors and media.

c) **Operations:** the LOC is responsible for coordinating, directing and funding all operational aspects of the event.

- The LOC shall select all staff and obtain the use of all venues, equipment and other materials need for conducting the EDGF European Disc Golf Championships;

- To ensure the EDGF European Disc Golf Championships is administrated effectively, the LOC and the EDGF will establish internal management structures and procedures that allow both parties to work together cohesively;

- EDGF will designate one Technical Delegate, who will be the central point of contact for communication on all EDGF European Disc Golf Championships matters;

d) **Preparation:** prior to participants arriving, LOC staff should be familiar with, and capable of performing all of their required tasks. Back-ups for all systems, equipment and staff should be in place; venues should be fully prepared; volunteers should be fully trained and briefed; technical systems and equipment should be tested and fully operational; and operational procedures should be well rehearsed and fully functional.

8.4. Responsibilities of EDGF

EDGF will work closely with the LOC to organize and host a world class event. To this end, the EDGF will:

- a) Assist with determining and approve the player eligibility and qualification system;
- b) Approve the registration process;
- c) Approve the playing course;
- d) Approve the final competitive schedule;
- e) Reserve the right to approve or disapprove any potential sponsors;
- f) Placement of event information on the EDGF website;
- g) Provide the official medals for all categories (divisions) and Nations Cup Trophies;
- h) Provide a sub-domain for the event website and appropriate access rights;
- i) Register the event with PDGA to sanction as XA-event;
- j) Provide on-site support for all statistical procedures (if required);
- k) Be added as a co-signer for local agreements if required.

9. THE EDGF BID PROCESS

9.1. Introduction

The EDGF European Disc Golf Championships LOC-s' will be selected through the bidding process. The bid process is launched according to the following tables:

2018 EDGF European Disc Golf Championships Bid Timeline:

Deadline	Event
01 January 2017	Opening the Bid Process
28 February 2017	Submission of bid documents
01-16 March 2017	Bid evaluation period by EDGF
18 March 2017	Selection of the 2018 host city
19 March 2017	Announcement of the 2018 host city

9.2 Bid Evaluation

a) EDGF and its EDGC Advisory Committee will evaluate each bid based on a set of criteria:

- Geographical location and the previous events held in the region;
- Experience of the LOC;
- Commitment of the city and other public agencies;
- Marketing and promotions plan;
- Sponsorship plan and secured sponsor agreements;
- Course to be played;
- Support of the host National Federation;
- Entry fee and prize money fee;

b) After the bid documentation Submission Deadline, EDGF and the EDGC Advisory Committee will review all venues/cities that have sent all the proprietary documentation to EDGF.

c) EDGF may eliminate such bids that are not in line with the criteria as laid out in this bid document. EDGF will only shortlist a bidder if it is convinced that the bidder has the capability and resources to stage an EDGF European Disc Golf Championships at the quality required, and to fulfil all the obligations of the EDGF European Disc Golf Championships.

d) The decision on the selection will be made by the EDGF Executive board by recommendation of the Advisory board.

9.3 Bid Application Documentation

The purpose of this section is to assist bid committees in the preparation of a comprehensive bid package

- a) Documents should be prepared in a simple format at a modest cost.
- b) All documents must be submitted to the EDGF in English.
- c) Bids are evaluated on substance and content.
- d) Maps and diagrams should be accurate and of good quality.
- e) Digital photos should be included.
- f) A downloadable file should include all printed and extra materials.

9.4. “Bid Package” Contents

The following materials should be included:

a) Letter of support:

- A signed letter of support from the respective NF;
- A host city letter of commitment;
- A letter of support from other relevant public Institutions;
- A letter of support from the local tourism authority including any anticipated financial assistance;
- A letter outlining commitments from media and television for the event (if possible only)
- A letter describing any existing or planned commercial sponsorship commitments.

b) A visual presentation of the candidate city.

c) The structure of the organizing committee.

d) Draft budget outlining revenue and expenses.

e) Draft marketing and promotion plan.

f) Proposed venue and course map.

g) Proposed accommodation.

h) Proposed event dates, with at least one alternative date.

9.5. Submissions

The bid documents and supporting materials must be submitted electronically in PDF format to: president@discgolfederation.eu.

For the bid submission, the proposed LOC must provide the following:

- a) Name of city/community bidding
- b) Name of proposed host organisation
- c) Name of National Federation
- d) Name of proposed tournament director and two secondary persons
- e) List of any supporting organisations
- f) List of other events hosted in the past
- g) Main contact details (e-mail, phone, internet)