



## AUSTRALIAN JUNIOR CHAMPIONSHIPS

### 2016 HOST TENDER APPLICATION

<b>Partnership Term</b>	<p>The partnership periods will be for 2016 Australian Junior Championships:</p> <p>U20 &amp; Ivor Burge Championships: 14 – 20 February, 2016</p> <p>U18 Championships &amp; Kevin Coombs Cup: 16 – 23 April, 2016</p> <p>U16 Championships: 2 – 9 July, 2016</p> <p>U14 Boys Club Championships: 26 Sept – 1 Oct, 2016</p> <p>U14 Girls Club Championships: 26 Sept – 1 Oct, 2016</p>
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<b>Deadline for submissions</b>	<p>Due to State Association - COB Monday 15 June, 2015</p> <p>Due to Basketball Australia – COB Monday 22 June, 2015</p>
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<b>Submission Requirements</b>	<p>Renee Narcis Australian Junior Championships Manager Basketball Australia PO Box 218 South Melbourne VIC 3205 Ph: 03 9697 4317</p> <p>Electronic submissions are acceptable Email <a href="mailto:renee.narcis@basketball.net.au">renee.narcis@basketball.net.au</a></p>
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## Introduction

Australian Junior Championships (AJC) brings all states together for competition from U14's through to U20's. The Australian Junior Championships, five separate events in total, are rotated throughout Australia each year.

Australian Junior Championships provide young basketballers with the opportunity to play in an elite tournament representing their club, school or state on the national stage.

Australian Junior Championships are an important stepping stone in the career of Australian basketballers. Many of Australia's best players took part in Australian Junior Championships before going on to represent Australia at Olympic or World Championships level, including Opals Lauren Jackson and Liz Cambage and Boomers Patrick Mills and Andrew Bogut

## Who can apply?

Any Basketball Association affiliated with one of Basketball Australia's members can bid to host an Australian Junior Championships.

In previous years each Australian Junior Championship has been allocated to a specific state. In 2016, the tenders are open to all states for all Championships. State Associations are encouraged to put forward their best tender for each championship.

The successful host Association will need to show that they have the necessary human resources to deliver a successful event on behalf of Basketball Australia. They should include in their tender an overview of how they would deliver the event.

## The Process

The process adopted from announcing through to selecting host applications is as follows:

1. Host Tender Applications are circulated to all State/Territory CEO's to distribute to their members.
2. A news article announcing the process for Host Tender Applications will also be published on Basketball Australia's website.
3. Tender Applications are to be sent to their respective State/Territory CEO's by the due date. The State/Territory CEO will review and rank all applications prior to submitting them all to Basketball Australia by the second due date.
4. Basketball Australia will review all tender applications with the successful host being notified in writing.

Basketball Australia, upon notifying the successful Associations, will also appoint a staff member whose responsibility it will be to work with the Local Organising Committee (LOC) to ensure that a successful event is delivered.

Basketball Australia will also provide an Event Manual to assist in running the event.

## **General Duties of the host (LOC)**

The LOC duties are extensive and Basketball Australia would be seeking a LOC that has the capacity to deliver the Championship to existing high standards, and to provide a legacy for the host Association and to benefit the basketball community.

Key duties are:

1. To stage a championship that will bring prestige and credit to the hosts region;
2. To create a positive environment for the championships and to promote to the widest possible audience and to endeavour to create a capacity stadium particularly for the finals;
3. To ensure the technical integrity of the championship;
4. To provide a master plan, produced in accordance with Basketball Australia's Australian Junior Championships Event Manual;
5. To work closely with the appointed Basketball Australia staff member.
6. To work with the State Association particularly in the provision of Technical Officials i.e. scoretable and statisticians.

## **Basketball Australia's Responsibilities**

Basketball Australia shall ensure that:

1. After the first site visit (if required) BA will prepare a detailed report with the requests (if any) that the LOC will need to accomplish prior to the championship starting;
2. Basketball Australia staff members are available for any assistance regarding the LOC Structure and the creation of the Master Plan;
3. Basketball Australia staff members are available for the relevant support in the preparation and organisation of the Championship;
4. All LOC request/questions are addressed rapidly in a timely manner.
5. In addition to this Basketball Australia will be responsible for all matters relating to the following;
  - ✓ Championship Dates in conjunction with the State/Territory CEO's
  - ✓ Team nominations
  - ✓ Championship Draw
  - ✓ Championship Logo
  - ✓ Championship Program
  - ✓ Championship medals, banners and perpetual trophies
  - ✓ Provision of templates for advertising, accreditation & other collateral
  - ✓ Provision of volunteer shirts
  - ✓ Provision of referee shirts
  - ✓ Maintaining the official championship website
  - ✓ Liaison with each State Association in relation to the appointment of referees for the event and the appointment of referee commissioner and referee coaches

- ✓ Provision of Signage for BA sponsors
- ✓ Appointment of the Official Merchandiser for the event
- ✓ Appointment of the Official championship photographer

### **Basketball Australia's Commercial Rights**

All commercial rights to the event are exclusively owned by Basketball Australia. However Basketball Australia may release some of the rights to the LOC.

The LOC should submit in their tender a list of any sponsors they wish to approach and what benefits they would like to offer in return for Basketball Australia's consideration.

Exclusive commercial rights include:

- a. **Naming Rights.** BA has the exclusive right to sell naming rights partnership to all Australian Junior Championships.
- b. **On-Site Advertising.** BA has the exclusive right to use any kind of advertising media for any products and or services at the Championship. BA will notify the LOC in advance if this shall occur.
- c. **Franchising, Sampling, Trade Show and Product Display.** BA has the exclusive right to grant commercial partners the exclusive opportunity for them to sell, distribute and/or sample their products and/or services. BA will work with the LOC in advance of the Championship to ensure space and facility infrastructure requirements is met.
- d. **Championship Logo.** BA has the exclusive right to the design of the Championship logo.
- e. **Championship Photography.**
- f. **Championship Merchandise.**

Basketball Australia's current partners (as at May, 2015 ) are:

- ✓ Australian Sports Commission – BA Principle Partner
- ✓ Jayco – BA Major Partner *"Naming Rights Partner of the Women's National Program"*
- ✓ Airbnb – BA Major Partner *"Naming Rights Partner of the Men's National Program"*
- ✓ Peak Sport – BA Major Partner *"Official Apparel Partner of the Australian National Teams"*
- ✓ Wattle Valley – BA Major Partner *"Naming Rights Partner of the WNBL"*
- ✓ Virgin Australia – BA Major Partner *"Official Airline Partner of Basketball Australia"*
- ✓ Fox Sports Pulse – BA Major Partner *"Official Technology Partner"*
- ✓ FIBA Oceania – BA Affiliated Partner
- ✓ Australian Olympic Committee – BA Affiliated Partner
- ✓ Australian Paralympic Committee – BA Affiliated Partner
- ✓ Spalding – BA Supplier *"Official Game, Training Ball and Backboard Supplier"*
- ✓ Musashi – BA Supplier *"Official Supplement Supplier of the Australian Boomers and Australian Opals"*
- ✓ Kangaroo Photos – BA Supplier *"Official Photographer of the Australian Junior Championships"*
- ✓ Alanic – BA Supplier *"Official Compression Supplier"*
- ✓ Ovarian Cancer Australia – BA Charity *"Official Charity of Basketball Australia"*

## Tender Requirements

### 1. Organisational Structure (LOC)

The LOC shall designate the key persons involved in the organisation of the Championships and shall submit a draft organisation chart at the time of submitting the tender document.

Basketball Australia suggests the following structure;

- **Event Manager** – responsible for the overall delivery of the event, and to assist the Basketball Australia appointed official during the course of the championship.
- **Event Coordinator** – to assist the Event Manager where applicable, and to also oversee the rostering of event volunteers, change room rosters and training schedules.
- **Game Presentation Coordinator** – responsible for overseeing court announcers, court set up, awards functions, opening and closing ceremonies.
- **Front of House Coordinator** – responsible for customer service related issues, ticket sales and venue access for participants and spectators.
- **Scoretable Coordinator** – responsible for recruiting suitable and accredited officials and for maintaining daily rosters.
- **Statisticians Coordinator** - responsible for recruiting suitable and accredited officials and for maintaining daily rosters.
- **Medical Coordinator** – responsible for recruiting suitable and qualified medical personnel (St John's etc) to be at the venue during the championship.

## 2. Budget

The hosting of an Australian Junior Championship requires a financial investment and therefore the support of local council and government as well as local sponsors is essential for a successful championship.

As hosts the LOC will retain all income derived from:

- a. Government and local council support
- b. Local sponsors for the championship that have been approved by BA so that there is no clash with any BA sponsors
- c. Value-in-kind deals related to budget relief for the Championships
- d. Ticket sales
- e. Food/Beverage sales
- f. Championship program sales

The hosts shall be responsible for all general organising expenses such as court/venue hire, staffing, production costs of tickets, insurance, social functions, promotion campaign and IT services.

The host fee for each Championship in 2016 is:

U20 Championship	\$4,000
U18 and U16 championship	\$5,000
U14 Men's and Women's Club Championship	\$5,000

## 3. Ticketing

The host association would manage the ticketing in-house with general admission seating allocation. As the host you will have the right to determine the cost of entry, but in general we suggest the following;

	Daily	Weekly
Family (2A + 2C) or (1A + 3C)	\$15	\$120
Adult (over 18)	\$10	\$60
Concession/Pension	\$5	\$20
Child (Aged 10-16)	\$5	\$20
Child (Under 10)	Free	Free

There is also an opportunity if the venue layout permits for corporate box ticket sales; these would be popular for the semi-final and grand final games only.

Basketball Australia will also have a guest list and a number of VIP's that may attend the Championship. Basketball Australia has a Starting 5 Club – the Club honours all those athletes and coaches/referees who have represented Australia at an Olympics or World Championship. BA invites these members to Australian Junior Championships that are held in the state of the individual athlete and these people would be guests at the event. In addition tournament passes would be required for Basketball Australia staff that may attend the meeting, State General Managers, Head Coaches of the NITP and coaching staff from the AIS. BA would provide the host with a list of those people requiring a tournament pass.

#### 4. Venue Requirements

The LOC shall provide a venue map (in both hard and electronic formats) as part of their tender application that shows all of the functional areas, such as;

- **Competition Area** (Courts and related access ways, change rooms and access ways etc)
  - **Support Services Area** (Championship office, VIP area, storage room etc)
  - **Seating** (Spectator, VIP, athletes, media etc)
  - **External Areas** (Parking, entrance & exit points)
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- ✓ Provision of three (3) full sized basketball courts (not situated side-by-side) to be used for competition. All three courts need to be of regulation size which is (15 x 28 metres in length). All courts need to be wheelchair accessible for U18 & Kevin Coombs Cup. Due to the number of teams expected, the availability of a fourth court for the U18 & Kevin Coombs Cup is preferable.
  - ✓ Provision of a space for Franchising, Sampling & Product Display (Exhibition stands)
  - ✓ Provision of training venues for all teams prior to and during the Championship.
  - ✓ The show court needs to have seating for a minimum of 1000 spectators with the 2nd court being able to cater for at least 500 spectators and the 3<sup>rd</sup> court at least 300 spectators.
  - ✓ Court lighting would need to be able to accommodate television requirements particularly for news or sports shows.
  - ✓ All court markings need to be as per the relevant FIBA regulations and need to be completely visible.
  - ✓ All courts need to be free of obstruction from all side-lines and end-lines, which must be at least 2-metres.
  - ✓ Backboards must have snapback rings with all the required padding and supports as per FIBA regulations.
  - ✓ Quality scoreboards with tenth of a second count down facility built into them.
  - ✓ 2 x 24-second devices positioned according to FIBA regulations (per court). The 24-second shotclocks must have 14-second reset capability from below & above 14 seconds.
  - ✓ The main court must have a permanent public address system installed; other courts can be serviced by the use of a portable system.
  - ✓ A minimum of four (4) fully equipped change rooms, six is preferable. Change rooms can be both adjacent to the court or within close proximity (demountables etc).
  - ✓ A referee's change room which provides for both female and male officials.
  - ✓ A championship office, which is separate to the normal venue office. This room would need to have internet access, power, tables and chairs.

- ✓ Wireless internet capability must be available throughout the stadium covering all courts and in the tournament office.
- ✓ Room suitable for ASADA doping control.

## 5. Accommodation

A perspective host must be able to show in the tender the types of accommodation and the number of accommodation venues and bed nights that are available in their area. Once appointed the host would provide this information to each of the State Associations for use by the teams. The participating teams are responsible for sourcing and securing their own accommodation site for the duration of the Championships. However once appointed the host should make contact with all accommodation establishments to advise them of the event.

The host is also required to assist Basketball Australia in securing accommodation (minimum of a 3-star rating) and where possible within close proximity to the venue, as the official accommodation site for the referees, referee commissioners, score table, statisticians and Basketball Australia staff. Ideal accommodation would be apartment style rooms with cooking facilities; there will be one (1) referee per team at each of the Championships, plus one scoretable official and statistician per travelling State/Territory (U18 & U16 Championships only). The cost where practicable should not exceed \$75 per head per night including breakfast.

## 6. Volunteers

For the Championship to be successful you will require a very supportive army of volunteers to work over the duration of the Championship. As a minimum you will require the following Technical Officials (Score table and Statisticians);

- ✓ Each day there are up to 18 games and you would require at least 3 crews of 4 people for the Score table at each time slot. Therefore you would need a minimum of 24 people per day with each person officiating on 3 games per day. As all officials would not be able to be present for each day you should be seeking at least 36 officials for the championship.
- ✓ Statisticians (U20, U18 & U16 Championships only) – you will require 3 crews of 3 people for the statistics at each time slot. Therefore you would need a minimum of 18 per day with each person officiating on 3 games per day. As above you should be seeking at least 27 people to cover the championship.

In order to service all games at the expected standard with the required number of officials, host associations may need to consider running training courses for Statisticians and Scorebench Officials in the lead up the event

Other volunteer positions include:

20 floor wipers (rostered)

Team Liaison Officers (1 per team)

Court Marshalls, Admin Assistants, Publicity/Media Personnel, Court Announcers, Door Keepers, Ushers etc



## **7. Other events Associated with the Championship**

There are a number of other events that are associated with Australian Junior Championships, some are compulsory and some are optional for the LOC to consider in their overall planning.

- Civic Reception, an official welcome (optional)
- Technical Meetings for Teams (compulsory)
- Training Clinic & Technical Meeting for Referees (compulsory)
- Drug Information sessions (TBC)
- AIS Information sessions (TBC)
- Coaching clinics (TBC)
- Australian Junior Camp selection meetings (TBC)

## **8. Marketing and Public Relations**

All Australian Junior Championships should be presented and promoted in the correct way and in accordance with the Event Manual and the Basketball Australia Style Guide. It is important that the LOC and Basketball Australia work closely together in order to ensure that the promotion of the Championship is a co-ordinated approach and doesn't bring the sport of basketball into disrepute.

Apart from government/local council grants and local sponsorship, the LOC's main source of revenue is from the sale of tickets and promotion is vital in order to ensure that the sale of tickets is maximised. To achieve that goal, the LOC not only needs a well prepared promotional plan, but also the right person(s) to drive all promotional activities.

The local media and promotional plan should include, tactical communication plans across a number of mediums such as radio, print, and online.

### **FOR FURTHER INFORMATION PLEASE CONTACT:**

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**Closing Date: COB Monday, 15 June, 2015**