

## Southeastern Collegiate Rugby Conference Event Bid Application

Southeastern Rugby is looking for a venue to host the 2018 SCRC Championship taking place on November 3 and 4. Priority will go to a venue that has either a qualified team in the area or is central to the potential qualified teams. Additional priority will go toward venues that can continue play in adverse weather and/or field conditions. Southeastern Rugby prioritizes affordability for traveling teams.

### Schedule

Saturday, November 03 – 2 semifinal games

Sunday, November 04 – 1 Championship

Please note, all potential revenues - tickets, merchandise, concessions, local/event specific sponsorships, etc - are the sole property of the Host. SCRC reserves the right to regulate admission and parking pricing.

### **SECTION 1 - Host Details**

- Rugby Club, Association, or Business Name

- Contact Name

- E-mail

- Phone Number

- Alternate Contact Name

- E-mail

- Phone Number

- Venue or Park Name

- Venue or Park Address

- Have you ever hosted a USA or SCRC event?

Yes  No

- If yes, please include the date and event you hosted most recently:

## SECTION 2 - Requirements of the Host - Match Field/Venue

**Match field:** The playing surface cannot exceed 70 meters wide; goal line to goal line must be 100 meters long; try zones cannot exceed 22 meters but must be longer than 7 meters. All fields MUST have a 5-meter grass safety perimeter surrounding the field.

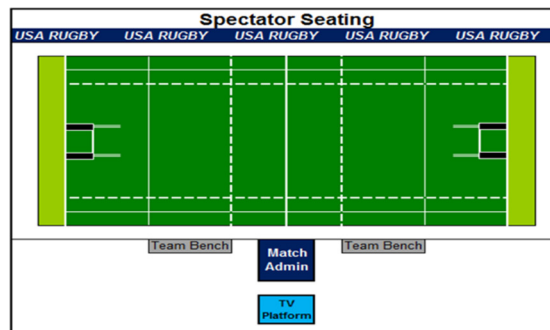
- Playing Surface:  
 Natural Grass  Artificial Turf
- What are the dimensions of the playing surfaces (in meters)?
- What is the length of the try zones (in meters)?
- Do the fields have the required 5 meter safety perimeter with proper restraining ropes/barrier for sidelines and technical areas?  
 Yes  No
- Do you have a back-up venue if the field is unplayable due to weather?  
 Yes  No

**Goal Posts:** Hosts are responsible for ensuring that the match fields and any subsequent back-up fields have IRB regulation goal posts.

- Do you have regulation goal posts for the match fields?  
 Yes  No
- Do you have regulation goal posts for the back-up match fields?  
 Yes  No

**Field Lining:** Hosts must ensure that match fields are lined per regulation.

- Will the fields be lined in accordance to the World Rugby dimensions provided?  
 Yes  No



**TV Platform:** The SCRC requires that all matches are filmed for disciplinary and/or streaming purposes. All filming must be done on a raised platform (minimum of 10 feet) at mid-field. The Host must provide scaffolding if a permanent platform is not available. Additionally, Hosts must provide power if a permanent power source is not available.

- Is there a permanent platform, at mid-field, to film from, at all fields?  
 Yes  No
- If you answered yes, how high are the platforms?
- If you answered no, will you provide a TV platform (i.e. scaffolding) at all fields?  
 Yes  No
- Is there enough room on the platforms for team videographers? (1 per team)  
 Yes  No
- Is there a permanent power source near the platforms?  
 Yes  No
- If you answered no, how will you provide power for filming?
- Do you have the necessary personnel and camera equipment to film all matches and create digital files?  
 Yes  No

**Warm-up space:** For match days, the SCRC requires that there is adequate space for teams to warm-up on before their games. This space needs to be close to the match field. Teams kicking off first can warm-up on the match field. Warm-up space does not need to be lined but it is preferred.

- Can you provide a warm-up area near the match pitch?  
 Yes  No

**Team Benches:** (See above field layout for more information) The SCRC requires seating for teams during their games. Two team benches located outside the safety perimeter away from spectators are required for each field. Teams need to be on the same sideline for match management and competition purposes.

- Can you provide two team benches for teams, located on the same side of the field, for each field?  
 Yes  No

**Match Administration:** The area located between the team benches is designated for officials. At a minimum, this area needs to be covered (i.e. 10x10 tent) with a table and 4 chairs. This area is for the game's Match Officials, the #4 Referee (substitutions, official

scoring), and medical personnel. The scoreboard, operator, and PA system may be located here as well.

- Can you provide a covered area at mid-field for Match Administration, at all fields?  
 Yes  No
- Can you provide the minimum rental requirements (1 tent - if necessary, 1 table, 4 chairs) at all fields?  
 Yes  No
- Can you provide a scoreboard and operator at each field?  
 Yes  No
- Please describe the scoreboards you have for the event:
- Do you have a Public-Address system at the match venue?  
 Yes  No

**Spectator Accommodation: Hosts are responsible for providing suitable spectator accommodations – seating, restrooms, and parking.**

- Please describe the spectator accommodation for the event including capacity:

### **SECTION 3 - Requirements of the Host - Medical Services**

**Trainers: A minimum of 2 event dedicated Certified Athletic Trainers must be on-site at the field beginning one hour before the first kick-off and a half-hour after the last match. Each team is responsible for their own training materials while the host is responsible for ice and proper training area (see below).**

Can you meet the Certified Athletic Trainer requirements as outlined above?

Yes  No

- Can you provide a comprehensive Emergency Action Plan to the conference and teams at least 72 hours before the event?  
 Yes  No

**Medical Accommodations: At a minimum, the Host must provide a 10x10 medical tent, two 6 or 8 foot tables, 4 chairs, 40/lbs ice per day and a constant supply of water. Drink coolers must be located on each of the team benches, in the Match Administration area, and the medical area.**

- Can you provide a Medical tent or other shelter exclusive for Medical?  
 Yes  No
- Can you provide the necessary equipment (tables, chairs)?  
 Yes  No
- Can you provide ice for the Medical team (40lbs/day)?  
 Yes  No
- Can you provide a water supply?  
 Yes  No

#### **SECTION 4 - Requirements of the Host - Staffing**

**Score Reporter:** The SCRC needs all rosters, substitutions and results to be loaded into the USA Rugby Competition Database. Rosters will be entered by teams, while the #4 Match Official will enter the scores and substitutions into the system as soon as possible after the match.

- Can you provide a dedicated Score Reporter for the duration of the event?  
 Yes  No
- Will the Score Reporter have access to a computer with internet?  
 Yes  No

**Ball Runners:** The SCRC would like to have at least 2 ball runners per game, per field. They can be the same individuals for the whole day or multiple individuals in shifts. For the purposes of this event, ball runners must be 12 or older and have some knowledge of rugby.

- Can you provide 2 ball runners per game, per field?  
 Yes  No

**Operations Crew:** The SCRC requires at least 3 operations crew members at all times. In addition to helping the Host with set-up and take-down, the operations crew must make sure sideline, medical, and referee water and ice are filled and refilled at all times.

- Can you provide 3 operations crew members at all times?  
 Yes  No

**Camera Operators:** All games must be filmed. This is a long job for one person so the SCRC recommends two individuals switching off per field.

- Can you provide camera operators?  
 Yes  No

## **SECTION 5 - Requirements of the Host - Miscellaneous**

**Match Officials:** The SCRC covers all Match Official travel, hotel, transportation, and kit. The Host is required to provide/ensure that the match officials get the following: meals, water and related hospitality during the event.

**Printed Material:** The Host will be required to produce a bracket board

If the Host elects to print any other materials, it is at the cost of the Host. Please note that if the Host chooses to print tickets, credentials, event/match programs, etc., the SCRC must approve of the design and any logos used.

## **SECTION 6**

Requirements of Southeastern Rugby

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### **Southeastern Rugby will provide:**

- Referee Appointment and Confirmation
- Match Balls
- SCRC Staff travel costs
- Competition direction (scheduling, eligibility, competition, and disciplinary)
- Championship trophies