



....AND WE'RE OFF!



SCHEDULE

• 9:15 to 9:45 a.m.

General Session

• 9:45 to 10 a.m.

Refreshment Break

Las Vegas Convention & Visitors Authority

• 10 to 10:25 a.m.

Breakout Session #1

• 10:30 to 10:55 a.m.

Breakout Session #2

• 11 to 11:25 a.m.

Breakout Session #3

11:30 to 11:25 a.m. Breakout Session #4



BID PROCESS

- 86 of 90 Championships
- 2022-23 through 2025-26 academic years
- Includes preliminary and final sites
- More than 500 sites to award
- Excludes:
 - College World Series
 - Women's College World Series
 - DIII Women's Ice Hockey
 - FCS Football

BID PROCESS TIMELINE

- August 26, 2019
 - Bid portal opened
- February 3, 2020
 - Bid submissions due
- March September 2020
 - Committee deliberations, recommendations, and approvals
- October 2020
 - Hosts and sites announced

BID OUTREACH

- NCAA Bid Symposium
 - September 18, 2019
 - NCAA national office Indianapolis
 - Must preregister
- TEAMS Conference
 - November 11-14
- U.S. Sports Congress
 - December 9-11



RESOURCES

- Bid Specifications
 - www.ncaa.org/bids
- NCAA Bid & Profile System
 - championships.ncaa.org
- NCAA Championships Website
 - www.ncaa.org/championships

NCAA.ORG/BIDS



NCAA Championships Hosting Symposium

September 18, 2019

NCAA National Office, Indianapolis

Register for the symposium >

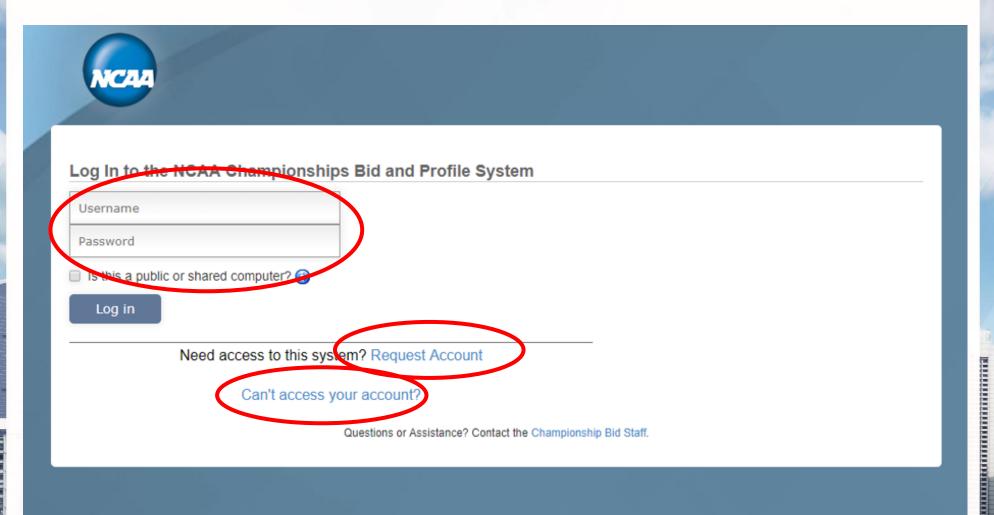
NCAA Bid Portal

For more information

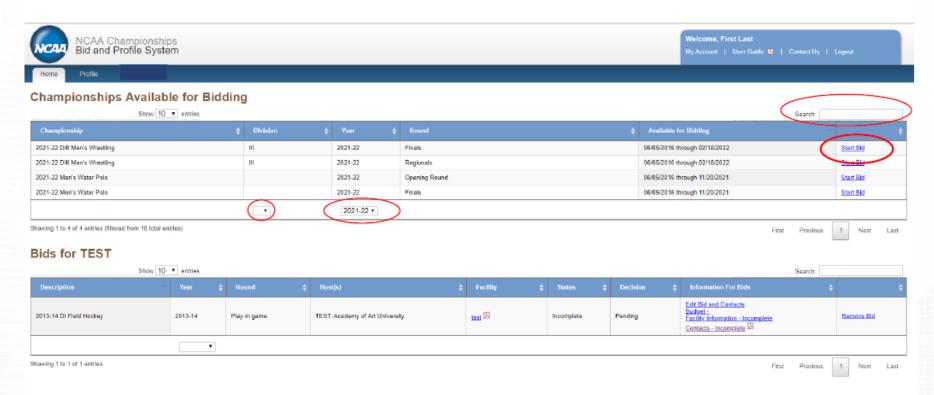
Log in >

BID PORTAL

championships.ncaa.org



Once logged into the system, go to the Championships Available for Bidding section and click on the Start Bid link next to the championship/round for which you would like to submit a bid.



*Note: Use the Division/(Academic) Year sort functions or the Search option to help you find the desired championship more easily.

BID PORTAL

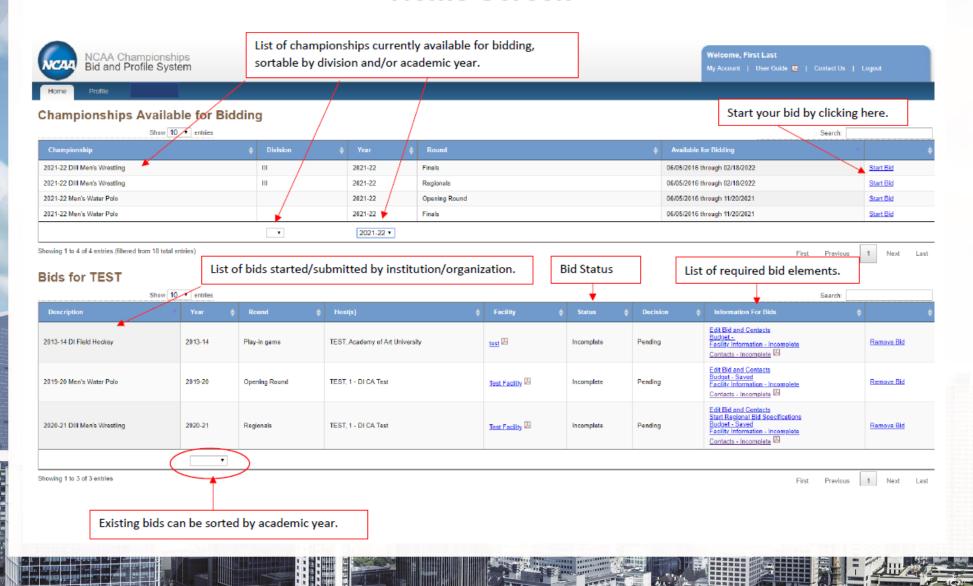
USER GUIDE

Search:

Year 💠	Round \$	Available for Bidding \$	\$
)19-20	Opening Round	06 Jun through 24 Nov	Start Bid
)19-20	Finals	06 Jun through 24 Nov	Start Bid

BID PORTAL

Home Screen



CHAMPION YOUR CITY

NCAA° SITE SELECTION PROCESS

Once you select Start Bid, you will be prompted to confirm the following:

- Host institution only required when the bidder is a non-NCAA member.
- Facility you can choose an existing facility or select "Facility not listed," which will prompt you to enter a new facility.
- Contact for the bid defaults to the person who started the bid, but can be changed.
- Confirmation of having reviewed the facility profile applicable to only facilities already in the system.

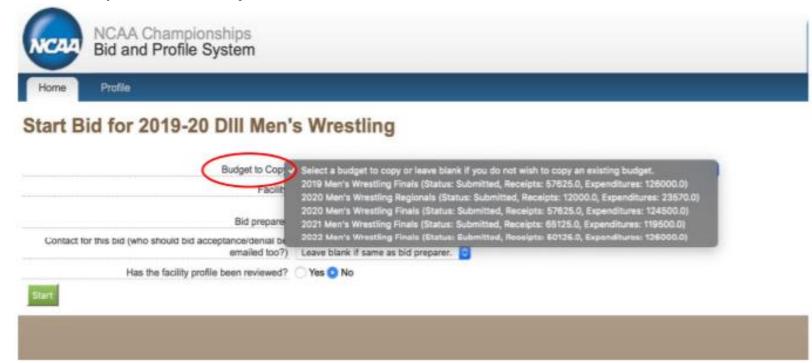


If facility already exists in the system, choose the appropriate facility and click Start.

BUDGETS

Budgets

Budgets may be added by making a selection in the Budget to Copy section of the Start Bid page. If your institution/organization never submitted a bid for this championship before, do not make a selection in the Budget to Copy section; just keep the default view. If you previously submitted a bid for this championship, you have the option to copy a previously entered budget by selecting it from the drop-down menu if you wish to do so.



BUDGETS

Once you click the Start button, a tab for the Budget site, as well as other required bid materials, will appear at the top of your screen. You can now click on the Budget – Saved tab to access your budget, or on any of the other the bid components to enter your information.



The various bid components also can be accessed from your Home Screen by clicking on the appropriate links (this view will slightly vary based on the needs for each championship).





Welcome, Russ Yurk

Mv Account

Logout

lome Bid Intentions

Organizations

Contacts

Bid Search

Boards

Budget System

Users

Settings

AQ Forms

Video

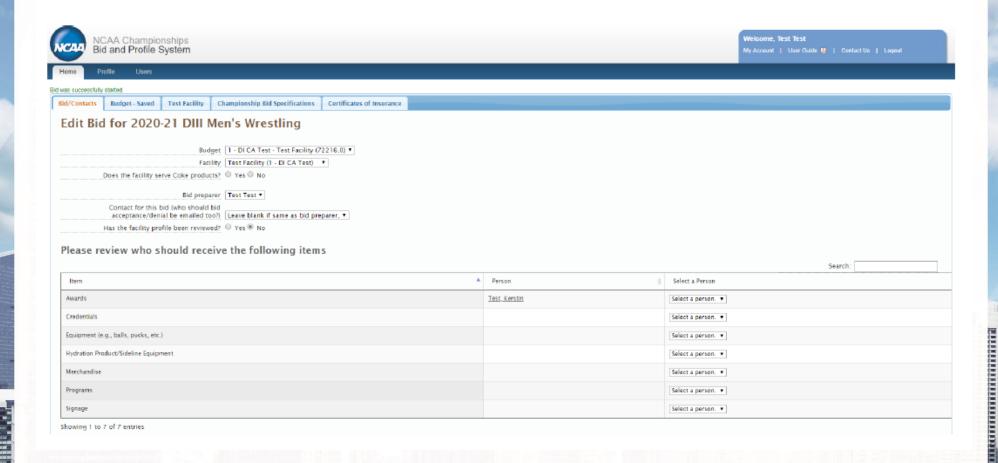
> Championship Bid Specifications

General Bid Specifications	Please refe	r to the following	General Bid Specifications	s 🕓 when ar wering the questions below.
CHAMPIONSHIPS HOSTS PERSONNEL: Do you agree?	Yes○ No	O No, wi ex	cception 🔾 🚤	_ /
PRACTICE, COMPETITION AND ANCILLARY EVENT VENUE(S): Do you agree?	Yes○ No	o ○ No, with ex	cception	
COMMERCIAL IDENTIFICATION, SIGNAGE AND OFFICIAL MARKS: Do you agree?	Yes○ No	o ○ No, with ex	cception O	Conserved Bird Conserve
BROADCASTING, MEDIA AND INTERNET: Do you agree?	Yes ○ No	O No, with ex	ception O	General Bid Specs
FOOD AND BEVERAGE CONCESSIONS: Do you agree?	Yes ○ No	○ No, with ex	ception O	•
MERCHANDISE CONCESSIONS: Do you agree?	Yes ○ No	○ No, with ex	ception O	
SOUVENIR GAME PROGRAMS: Do you agree?	Yes○ No	○ No, with ex	cception O	
NCAA CORPORATE CHAMPION AND CORPORATE PARTNER PROGRAM: Do you agree?	Yes O No	o ○ No, with ex	«ception 🔾	
LOCAL CONTRIBUTOR PROGRAM: Do you agree?	Yes ○ No	○ No, with ex	cception O	
FAN FESTIVAL AND ANCILLARY EVENTS: Do you agree?	Yes ○ No	○ No, with ex	cception O	
GOVERNMENT GUARANTEES: Do you agree?	Yes ○ No	○ No, with ex	cception O	
LODGING SPECIFICATIONS: Do you agree?	Yes ○ No	○ No, with ex	cception O	Sport Specific
TICKET POLICIES/OPERATIONS: Do you agree?	Yes O No	○ No, with ex	cception O	Sport Specific
MARKETING PLAN/BUDGET: Do you agree?	Yes ○ No	○ No, with ex	cception O	Did Coocs
FINANCIAL INFORMATION: Do you agree?	Yes○ No	○ No, with ex	cception O	Bid Specs
COMMUNITY ENGAGEMENT/LEGACY PROGRAMS: Do you agree?		o ○ No, with ex	cception O	
AGREEMENT TO TERMS AND CONDITIONS: Do you agree?	Yes○ No	o ○ No, with ex	co ption O	
Sport Specific Bid Specifications	Please refe	r to the following	National Collegiate Men's	s <u>Volley bid specifications</u> 💹 when an vering the questions below.
SECTION III: GENERAL FACILITY REQUIREMENTS: Do you agree?	Yes O No	No, with ex	contion O	

NCAA CHAMPION YOUR CITY

NCAA SITE SELECTION PROCESS

Once you have added/selected the facility, you will be directed to the following page (displayed in two partial screenshots):

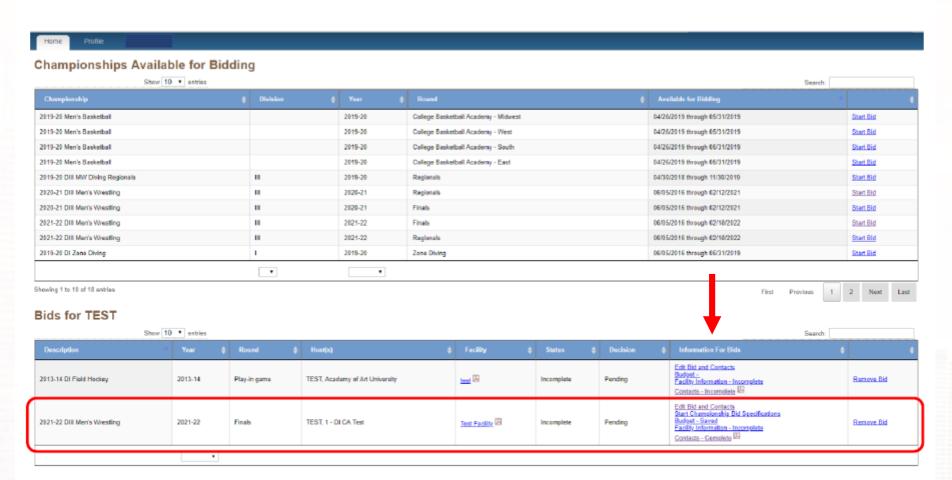


Title/Role	Required? 🔻	Person(s)	Select or Create Person	Search:
Concessions Manager	Yes		Select a person • or <u>Create a New Person</u>	
Drug Testing Coordinator	Yes		Select a person • or <u>Crease a New Person</u>	
Facility Director	Yes		Select a person * or <u>Create a New Person</u>	
Marketing Director	Yes		Select a person • or Create a New Person	
Media/PR Contact	Yes		Select a person ▼ or <u>Create a New Person</u>	
Merchandise Manager	Yes		Select a person * or Sissate a New Person	
Security Director	Yes		Select a person • or <u>Create a New Parson</u>	
Ticket Manager	Yes		Select a person ▼ or <u>Sizeate a New Person</u>	
Tournament Director	Yes		Select a person ▼ or <u>Create a New Person</u>	
Assistant Athletics Director	No		Select a person ▼ or <u>Create a New Person</u>	
Associate Athletics Director	No		Select a person ▼ or <u>Create a New Person</u>	
Athletics Director	No		Select a person ▼ or <u>Create a New Person</u>	
Data/Timing/Results Crew Coordinator	No.		Select a person ▼ or <u>Create a New Person</u>	
Senior Woman Administrator	No		Select a person ▼ or <u>Create a New Person</u>	
Sports Information Director	No		Select a person ▼ or <u>Create a New Person</u>	
Sports Medicine Director	No		Select a person ▼ or <u>Create a New Person</u>	
Video Board Contact	No		Select a person ▼ or Create a New Person	

If you are bidding on a **future predetermined site**, you **do not need to complete** the information in the sections titled "Please review who should receive the following items" and "Please review the contact roles for this bid" with your initial bid. Instead, click on the Home tab at the top left of the screen.

If you are bidding on a postseason **non-predetermined site**, either **confirm** the individuals listed **or select/create** a new person where applicable. Once finished, click "Update," then click on the Home tab at the top left of the screen.

Once you return to your Home Screen, you will see that the bid has been added to the Bids for (Institution or Host Name) section.

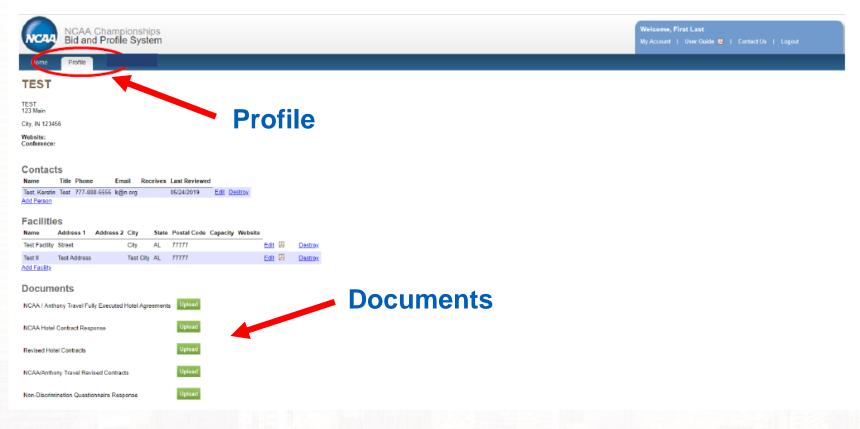


You can now begin to complete the various bid components by clicking on the corresponding links in the Information for Bids column.

PROFILE

Profile

Returning users will notice that some of the bid components will automatically populate as either Complete or Incomplete (rather than Start). This indicates that information previously has been entered into the institution's/organization's profile. To review or edit the existing information, click on the appropriate link or go to the top of the screen and click on the Profile tab.



CONTACTS

On the Profile tab, users can edit, delete (destroy) or add to their list of contacts for the key contacts form and add or edit facilities.

Contacts

Name Title Phone Email Receives Last Reviewed Test, Kerstin Test 777-888-5555 k@n.org 05/24/2019 Edit Destroy Add Person

- To add a contact, click on Add Person. Complete the information on the General Information tab.
 For NCAA members, the Shipping Address will populate from the membership database. Please confirm this information is correct or edit as necessary.
- Once this information is complete, immediately move to the Roles by Sport or Facility tab. Do not click on Create Person at this point.

FACILITIES

Facilities

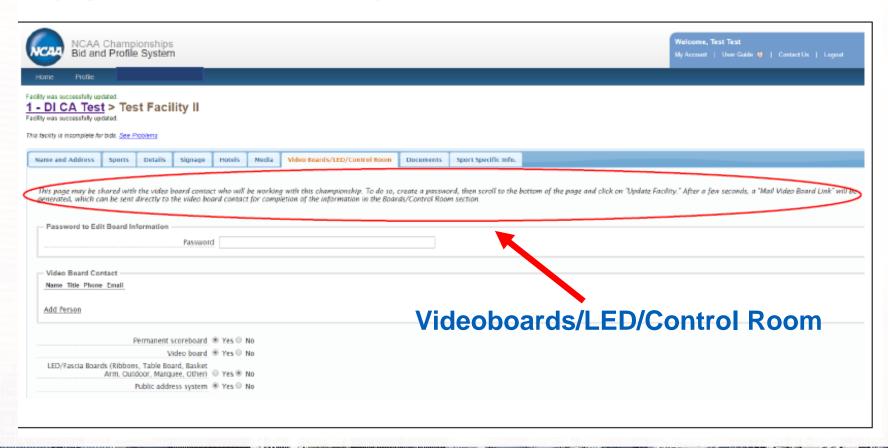
Facilities									
Name	Address 1	Address 2	City	State	Postal Code	Capacity	Website		
Test Facility	123 Main		Test	AL	10293			Edit 🗵	<u>Destroy</u>
Add Facility	\supset								

· To add a new facility, click on Add Facility.



FACILITIES

- Under each tab, you will enter specific venue information by topic. Save information on each tab
 by clicking on the Update Facility button before moving to the next tab.
- Due to its technical nature, the Video Boars/LED/Control Room tab may be shared with an external party. Please see instructions at the top of the screen for details.



FACILITIES

 Once all tabs have been completed and saved, your facility should display as "Complete" in the Information for Bids column. If it indicates "Incomplete," go back into your facility profile and click on the See Problems link.



ALCOHOL/INSURANCE

- Alcoholic beverage sales
 - Division I championships and ancillary events only.
 - Alcohol sales must be regularly sold at venue.
- Insurance
 - Certificate of insurance will be required at a later date. Specific insurance information is available in the general bid specs.

BID SUBMISSION STRATEGY

 Member institution/conference requirement and involvement

Guarantees

Flexibility and latitude

What's a successful bid...

IF AWARDED

If awarded a bid....

- Hosting agreement
- Marketing plan
- Key contacts
- Hotel information (additional detail)
- Response to bid specifications
- Budget finalized
- Emergency/security plan
- Insurance
- Lighting information



OFFICIAL NCAA® CORPORATE CHAMPIONS







OFFICIAL NCAA® CORPORATE PARTNERS





























CORPORATE RELATIONSHIPS

- Managed by NCAA with Turner Sports and CBS Sports
- CC/Ps have exclusive rights to license NCAA trademarks, tickets & taglines
- Support all 90 championships
- Existing corporate advertising, banners, signs and displays
 must be covered and/or removed (anywhere within the general
 public seating/viewing area of the competition, practice and/or
 ancillary event venues).
- Commercially-named venue exception
 - Two (2) mentions inside the seating/viewing area



TICKETING

- Ticket Pricing
- Control of Ticket Sales
- Control of Venue Seating
- Suites
- LOC Allocation
- Seat Allocations
- Sales Report
- Final Ticket Database



MARKETING

Bids should include:

- Outline of Key Assets
- Timelines
- Marketing Partnerships
- Comprehensive Marketing Plan (upon award) including:
 - Advertising
 - Grassroots
 - Digital, Emarketing
 - Database Outreach
 - Public Relations

Creative: The NCAA will provide all collateral including TV and radio commercials, print pieces, digital banners, etc.

MARKETING

Successful Bid:

- In most cases includes a 14-month sales cycle encompassing the following phases:
 - On-sale
 - Sustain Campaign- supported with grassroots efforts and event marketing
 - Special Offers and Group Strategies
 - Backend Campaign- last chance



CHAMPIONSHIP HOUSING PROGRAM GOALS

- Create memorable championship experiences
- Implement best practices
- Reduce risk
- Save time and money
- Consolidate and maximize volume to create benefits

CHAMPIONSHIP HOUSING PROGRAM NOTES

- Bids are contingent on successful hotel contracting
- Anthony Travel manages hotel RFP and contracting processes sourcing, negotiating and contracting housing on the NCAA's behalf for participating teams, NCAA staff, committee members, media and game officials. (Blocks may require separate hotels)
- Full and limited service hotels considered, depending on championship
- NCAA makes final decisions and signs hotel contracts

CRITERIA FOR SUCCESSFUL LODGING BID

- Commitment to NCAA values and philosophies
- Proximity to playing venue, meals, entertainment
- Familiarity with team housing and ability to meet sport specific needs
- Willingness to partner with the NCAA
- Alignment with NCAA contractual terms

RESPONSIBILITIES OF HOST SITES

- Verify housing market is sufficient to meet room block requirements
- Recommend properties for consideration
- Disclose special relationships/arrangements
- Do not secure/contract lodging or discuss rates

LODGING BID PROCESS

Bid Response Research

2 Lodging RFP Process

Properties
Selected &
Contracted

Event Preparation & Execution

Post-Event
Reconciliation
& Reporting



DII NATIONAL CHAMPIONSHIPS FESTIVALS

Olympic-model championship events

- Fall 12/2022 MW Cross Country, Field Hockey, MW Soccer, W Volleyball
- Spring 05/2024 MW Golf, W Lacrosse, Softball, MW Tennis
- Winter 03/2025 MW Indoor Track & Field, MW Swimming & Diving, Wrestling
- Basketball 03/2026 MW Basketball
- 1,000 to 1,500 official travel party members per Festival
 - ~5,000 hotel nights per Festival
- Enhancements include:
 - Opening Ceremonies
 - Closing Celebration
 - Student-Athlete Lounges





BREAKOUT SESSIONS

 L015-L019 **Division I Men's Basketball**

 L017 **Division I Equity**

· L018 **Division I/National Collegiate**

Division I Women's Basketball

Division II/Festival

Division III

· L020

· L027

· L028





