



# 2027 & 2028 NATIONAL COLLEGIATE WOMEN'S WATER POLO CHAMPIONSHIP

SPORT SPECIFIC INFORMATION



# **Table of Contents**

		Page No
Section I	Introduction	4
Section II	Championship Structure	5
Section III	General Facility Requirements	6
Section IV	Event History	13
Section V	Lodging	14
Section VI	NCAA/Host Responsibility	16
Section VII	Transportation	18
Section VIII	Marketing	19
Section IX	Tentative Schedule of Events	21
Section X	Ancillary Events	22
Section XI	Volunteer Needs	23
Section XII	Budget History	24

IN THE EVENT OF ANY CONFLICT OR INCONSISTENCY BETWEEN THE SPECIFICATIONS THAT FOLLOW AND ANY SUCH SPECIFICATIONS IN THE GENERAL BID SPECIFICATIONS DOCUMENT, THE FORMER SHALL PREVAIL AND GOVERN THE MATTER.



**SECTION I: INTRODUCTION** 

The National Collegiate Athletic Association ("NCAA" and/or "Association") is pleased to provide to member institutions/conferences the opportunity to submit a proposal to host one or more NCAA championships.

The information contained in this document and the accompanying attachments provides the minimum bid specifications for hosting any of these championships, as well as essential information that will provide assistance in the development of a creative, comprehensive and competitive bid proposal. The NCAA awards the privilege of hosting an NCAA championship several years in advance so those communities may work collaboratively with the NCAA to create positive experiences for its student-athletes, participating institutions, fans and the community.

A member institution or member conference of the NCAA must be designated as the host institution/conference for the championship. The administration of the championship is under the authority of the respective sports committee subject to final authority from the NCAA Division I Competition Oversight Committee and Division II and Division III Championships Committees. All activities and events associated with the championship are to be approved by the sports committee



# **SECTION II: CHAMPIONSHIP STRUCTURE**

	DATE FORMULAS
Opening round games (two games,	The Saturday (if hosted on campus sites) or Wednesday (if hosted at
four teams)	the championship site) prior to the championship.
Finals (eight teams)	Second weekend in May (Friday-Sunday); the championship may be conducted the second weekend in May (Thursday-Saturday) only if a participating institution has a policy that precludes the institution from participating on a Sunday.

The NCAA Women's Water Polo Committee will consider bids for multiple years and/or single year bids:

2027 - May 7-9, 2027

2028 - May 12-14, 2028

The championship provides for a field of eight teams; however, there are currently two opening round games prior to the championship. The two opening round games are played the Saturday prior to the championship. The host venue shall be available to host the opening round games the Wednesday prior to the championship (if necessary), as well as the finals at the pre-determined site that you are currently bidding on. If selected to host the finals, the host institution/conference will later be asked to submit an opening round proposed budget in advance of that competition that they would host the Wednesday prior to the championship. This would most likely be requested within a few months to one year out from the date of competition.

The facility must be available for practices on Wednesday the week of the championship.

There currently are seven automatic qualifiers and three at-large teams. Six teams will automatically advance to the finals site. The other teams will play in an opening round game(s) to determine the other teams which will advance to play in the quarterfinal games on the first day. The four advancing teams will compete in semifinal games on the second day and the third day will be the championship game.



# **SECTION III: GENERAL FACILITY REQUIREMENTS**

Listed below are specific requirements a facility must meet to be considered to host the National Collegiate Women's Water Polo Championship. The competition venue shall be arranged in accordance with the NCAA Water Polo Rules as far in advance as possible, but in no event later than 9 a.m. Wednesday prior to competition and through 3 a.m. after the championship contest. It is the responsibility of the host institution/conference to provide a field of play that meets as closely as possible the maximum measurements for length and width and equals or exceeds the minimum depth, as described below. Any deviation must have the consent of the NCAA Water Polo Rules Committee.

- 1. The uniform distance between the goal lines must not exceed 25 meters (82 feet) nor be less than 22.9 meters (75 feet). The uniform width must not exceed 20 meters (66 feet) nor be less than 13 meters (43 feet).
- 2. The minimum depth of the water shall be 2 meters (6.5 feet) or 2.13 meters (7 feet) in facilities that were built after January 1, 1990.
- 3. The boundary of the field of play, marked with an end line, at each end of the pool is 0.30 meters behind the goal line.
- 4. It is recommended that the minimum distance from the goal line to the pool wall be 1.66 meters.
- 5. It is recommended that the water temperature be maintained between 78 and 81 degrees Fahrenheit (25.6 and 27.2 degrees Celsius).
- 6. There must be distinctive marks on both sides of the field of play to denote the goal line, 2-meter line, 5-meter line, and half-distance line between the goal lines. Measurements for the 2-meter line and the 5-meter line are to be taken from the front edge of the goal line, including the marker. These marks must be the following colors: goal line and half-distance line - white; 2-meter line - red; and 5-meter line - yellow. It is recommended that all raised marks be flush with the edge of the pool. The markings are subject to change pending any future rules committee decisions or revisions. If sidelines are used, the sideline from the end line to the goal line shall be white; from the goal line to the 2-meter line shall be red; from the 2-meter line to the 5-meter line shall be yellow and from the 5-meter line to the half-distance line shall be green or a color other than yellow or red. If long horizontal markers are used on the pool deck, the white marker shall be .3 meters in length and extend from the end line to the goal line; the red marker shall be 2 meters in length and extend from the goal line to the 2-meter mark; and the yellow marker shall be 3 meters in length and extend from the 2-meter mark to the 5-meter mark. The half-distance mark on the pool deck shall be white. If cones are used on the pool deck, cones shall be placed on the goal line, 2-meter line, 5-meter line, and half-distance line. They shall be colored white, red, yellow and white, respectively. The cones shall be of adequate size and weight so that they are visible and remain at the correct location. The distance between the cones shall be measured from the center of one cone to the center of the next cone.
- 7. There must be a red mark placed at each end of the field of play on the boundary line, 2 meters from the corner of the field of play on the side opposite the score table, to denote the re-entry area. It is recommended that the



entire boundary line from the sideline to the 2-meter mark be colored red. The depth of the re-entry area will be determined by the pool configuration; however, 1.5 meters should ideally be available.

- 8. The team benches shall both be situated on the side opposite the scorer's table, unless permanent structural facility restrictions prevent such location. The team bench shall be located at the corner behind the goal line. The team area may extend no farther along the boundary line than the mark for the re-entry area 2 meters from the corner of the field of play. The team area may only be expanded at the corner of the pool behind the goal line. The team area should be marked to separate the area from any public area.
- 9. Sufficient space must be provided to enable referees to have free way from end to end of the field of play. It is recommended that two referee ramps be provided, running from one end of the field of play to the other end of the field of play on each side of the pool.
- 10. Space must be provided at the goal lines for the goal judges on the same side of the pool as the scorer's table.
- 11. The scoring table must be centered on the side of the field of play, with a minimum of nine seats for the announcer and scoring personnel. There should also be three seats adjacent to the scorer's table for the national coordinator of officials, an evaluator of officials (if applicable), and the NCAA championship manager. There also needs to be seating for the NCAA Men's Water Polo Committee (five) and any other applicable NCAA staff. It is recommended that the scoring table be elevated.
- 12. The following equipment must be provided by the venue:
  - a. Four visible shot clocks, one at each corner of the field of play, displaying the time in descending order. In addition, the host must have a minimum of two shot clocks, preferably four, as back-up, readily available. The shot clocks must be set to blank when less than 30 seconds remain in a period and a new 30-second period of possession is awarded.
  - b. A visible game clock, displaying the time in descending order. The host must also have a back-up game clock, readily available. It is recommended that the shot clocks be integrated with the game clock. The horn for the game clock and the horn for the shot clock must have acoustically different sounds.
  - c. Public address system.
  - d. Exclusion and timeout boards, visible to both teams and the scoring table. These may be combined into one board or be separated.
  - e. Three separate exclusion flags (red, white and blue), each measuring 0.35m by 0.20m.
  - f. Goals. A minimum of two floating goals, plus extras for training areas and backup. The goals shall be floating goals with net backing and constructed as follows:



- (1) Two goal posts and a crossbar, rigidly constructed, rectangular with a dimension of .075 meters (3 inches), facing the field of play and painted white shall be located on the goal lines at each end, equal distance from the sides and not less than 0.30 meters in front of the ends of the field of play.
- (2) The inner sides of the goal posts shall be 3 meters (10 feet) apart and the underside of the cross bar shall be 0.90 meters (3 feet) from the water surface.
- (3) Limp nets shall be securely fastened to the goal posts and crossbar to enclose the entire goal area and shall be attached to the goal fixtures in such a manner as to allow not less than 0.30 meters clear space behind the goal line everywhere within the goal area.
- 13. The target light of NCAA championships for television broadcasting should be a range of 125 to 150 maintained vertical foot candles. The minimum levels should read 125-foot candles. The lighting should be evenly distributed on the primary playing surface. The perimeter of the playing surface should have sufficient spill light into the spectator areas. Vertical light levels should be maximized without creating severe glare for student-athletes and spectators.
- 14. Meeting rooms available within or near the aquatics facility one room for committee use. One room for officials post-game debrief equipped with a television monitor with computer connection capability.
- 15. A warm-up pool in close proximity to the competition venue is preferred.
- 16. The facility must furnish the following locker room accommodations:
  - Four clean and equipped team locker rooms are recommended; however, a minimum of two team locker rooms are required. Each locker should accommodate 16 players and have its own shower and toilet facilities.
  - Two locker rooms ideally for the game officials to accommodate four individuals. If all officials assigned are the same gender, then one locker room will suffice.
- 17. The facility must provide the following additional areas:
  - An athletic training room/area.
  - Media work space for 20 with appropriate lighting, heat, air conditioning, and toilet facilities.
  - Interview area for 20 with necessary equipment and power.
  - Two separate rooms for drug testing, each with a waiting area and toilet facilities.

### **Approximate Number of Participants:**

Student-Athletes/Coaches	160
Administrators/Conference Representatives	15
Officials	8
NCAA Committee Members/Staff	10
Goal Judges	8
Table Workers	10



- 18. The Americans with Disabilities Act, which went into effect January 26, 1992, requires that public establishments offer equal access and services to people who are physically and mentally disabled. The facility must agree that it will be in compliance with all applicable city, state or federal regulations concerning access and seating for people with disabilities.
- 19. The facility shall not permit any advertising, commercial identification, banners, signs, decals or displays of any kind, including NCAA corporate champions/partners, to be hung, posted or displayed anywhere within the facility property (i.e., any place that can be seen from spectator seating areas), including the scoreboard, during the term of this contract, other than NCAA banners, television and radio banners or other identification as approved in advance by the NCAA.
- 20. If broadcast rights are obtained in the future, the NCAA will work with future hosts of the details of the requirements. For broadcast specific details please reference the General Section, Broadcast, Media and Internet. Please complete the power verification form and attach it with your bid (available in the bid portal).

### A. Conditions and Availability.

- 1. The facility must be modern, clean, accessible, and the playing conditions must meet NCAA regulations and must be of championship caliber.
- 2. The facility must be in compliance with all applicable city, state and federal regulations concerning access and seating for disabled persons. The facility must have a comprehensive security/emergency-situation plan.
- 3. The facility and surrounding area (i.e., parking lots, frontage property and any other adjacent area that the facility may provide to the NCAA) must be available for move-in from noon the Thursday preceding the first game through noon the day after the championship for the purpose of preparing for, practicing for and conducting the Women's Water Polo Championship.
- 4. The facility must provide the use of the pool, cleaned, lighted and heated or air-conditioned in a manner acceptable to the NCAA, including a public-address system in excellent working order.
- 5. The NCAA will have exclusive rights to use all meeting rooms, private clubs and restaurants in the facility during the term of this agreement. All such space will be provided to the NCAA at no cost.
- 6. The facility will not enter into any agreement or understanding that would permit any corporation or other third party to be entitled to hospitality, entertainment or temporary signage privileges in the facility and surrounding area (i.e., parking lots, frontage property and any other adjacent areas that the facility may provide to the NCAA).



7. The facility will not be materially modified in a way that would reduce space available to the public in the aisles, entranceways and hallways without the NCAA's prior consent.

### B. <u>Seating and Tickets</u>.

- No complimentary tickets are permitted for NCAA championships competition. All tickets requested by a participating institution must be paid for by the institution. Each participating team is offered a minimum of 50 tickets. It is the responsibility of the participating team to notify the host institution of the number of tickets being used. All financial arrangements are to be made upon arrival and are the responsibility of the participating institutions. It is recommended that the seating capacity for the venue accommodate a minimum of 500 spectators.
- 2. If an institution would like to provide a ticket pass list for their student-athletes, this list must be provided to the host institution at the pre-championship administrative meeting. A new list may be provided for each competitive session.
- 3. This procedure must abide by Bylaw 16.2 and the institution requesting tickets will be billed for all tickets that are requested.
- 4. The location of all team tickets and seating for bands and cheerleaders must be approved by the NCAA Women's Water Polo Committee.
- 5. Any special ticket plans or prices (e.g., for senior citizens, youth groups, group discounts, etc.) must be approved in advance by the NCAA national office.
- 6. For all sessions of the championship, ticket-back advertising to offset the printing costs is permissible if the institution first receives approval from the NCAA national office and submits a draft of the ticket back for review. NCAA corporate champions and corporate partners have first right of refusal on this and in all other areas of corporate or commercial involvement. Please contact the national office immediately if you plan any type of commercial involvement in this area or if you use computerized tickets that have commercial identification on the ticket stock.
- 7. Seating for media representatives must be designated and away from the scorer's table.
- 8. The facility used for the competition is expected to be in compliance with all applicable city, state or Federal regulations concerning access and seating for the disabled.

### C. Working Space and Equipment.

- 1. Practice/warm-up balls -- A minimum of 20 balls of good quality and proper inflation should be available for each team before each practice session and game.
- 2. A working public address system must be available in the venue.



- 3. Drinking cups, water bottles and coolers with the NCAA logo will be sent to the tournament manager under separate cover. These should be reserved for use on the team benches, on the scorer's table and in the media interview room.
- 4. Two air horns for the bench, plus two back-up air horns. In addition, there should also be air horns at the desk (six total).
- 5. The provision of officiating risers on both sides of the pool is highly recommended.
- 6. Communication devices (e.g., hand radios with ear pieces) must be provided to tournament staff, NCAA committee members and the supervisor of the desk workers.

### D. Locker Rooms and Athletic Training Room/Area.

- 1. Ensure that each locker room is clean and adequately supplied with towels, soap, toilet paper, refreshments, and a dry erase board and markers for all practices and games.
- 2. Provide an athletic training room/area stocked with towels and other necessary equipment, and staff it with the appropriate personnel prior to and during the game and practice sessions.

### E. Ancillary Working Space and Equipment.

- 1. Meeting rooms available within or near the aquatics facility one room for committee use. In addition, one room should be available for use by the officials that is equipped with a television monitor and with computer connection capability.
- 2. Media work space for 20 with appropriate lighting, heat, air conditioning, and toilet facilities.
- 3. Interview area for 20 with necessary equipment and power. The postgame interview room should be "dressed" appropriately to reflect the prestige of the event by: (a) placing the NCAA provided press conference back drop banner behind the podium; (b) using draping on tables and other areas as necessary; (c) setting up a platform for the interviewees and moderator; (d) providing a riser for cameras at the back of the room, and (e) providing a sound system, if necessary.
- 4. Two separate rooms for drug testing, each with a waiting area and toilet facilities.
- 5. Arrange for a press hospitality room, if feasible, with admittance only by appropriately identified personnel. The host institution will control the distribution of credentials to all hospitality rooms.
- 6. Arrange an area for each team to videotape each game. Each participating team is automatically authorized to videotape all games; it is not necessary to have them sign any form.



# F. <u>Electrical Requirements</u>.

- 1. The host facility should have the ability to provide up to five ethernet lines for adio and Internet broadcasts for the media of the participating teams.
- 2. Electrical outlets and surge protectors must be available for use by the scorer's equipment
- 3. The target light of NCAA championships for television broadcasting should be a range of 125 to 150 maintained vertical foot candles. The minimum levels should read 125-foot candles. The lighting should be evenly distributed on the primary playing surface. The perimeter of the playing surface should have sufficient spill light into the spectator areas. Vertical light levels should be maximized without creating severe glare for student-athletes and spectators.

outlined above in this Championship Bid Specifications Agreement. We agree to comply with all the requirements listed in this document and to administer the designated championship in accordance with the policies of the NCAA and the applicable NCAA sports committee. Prospective hosts that agree with all the requirements listed in this document for the designated championship shall signify agreement by selecting "Yes" below.				
☐ YES ☐ NO ☐ NO with Exception				
Prospective hosts who do not agree with all requirements in this document shall select either "No" or "No with Exception" and declare any issues and/or exceptions regarding the aforementioned terms. Please note: any proposed revisions to the language in this document must be specified in the bidding portal to be considered.				

The prospective host that is hidding on this championship agrees to all terms and conditions as



**SECTION IV: EVENT HISTORY** 

The chart below contains information on previous hosts, attendance and ticket rice history since 2017-18 season.\

Year	Host	Attendance	Ticket Prices
2018	University of Southern California	2,184	All-Session Adult: \$50 All-Session Student: \$40 Single Session Adult: \$30 Single Session Student: \$20
2019	Stanford University	3,173	All-Session Adult: \$40 All-Session Student: \$25 Single Session Adult: \$25 Single Session Student: \$15
2020	Cancelled	0	N/A
2021	UCLA	0	N/A
2022	University of Michigan	1,537	All-Session Adult: \$50 All-Session Student: \$25 Single Session Adult: \$20 Single Session Student: \$10
2023	University of the Pacific, Visit Stockton	2,356	All-Session Adult: \$70 All-Session Student: \$60 Single Session Adult: \$45 Single Session Student: \$25
2024	University of California, Berkeley		
2025	IUPUI, Indiana Sports Corp		
2026	University of California, San Diego		



**SECTION V: LODGING** 

The NCAA has partnered with On Location to manage the NCAA Championship Housing Program and all championship housing needs. On Location serves as the housing partner for hundreds of events annually and, through strong relationships with various hotel brands, can deliver the appropriate mix of amenities, location and price for hundreds of thousands of room nights each year. Utilizing their expertise, On Location will be responsible for managing the selection and contracting process for all championship housing accommodations.

Housing will be required for all participating teams, NCAA staff, committee members, media, game officials, and other special guests as designated by the NCAA. Separate hotels are needed for the NCAA, media, officials, and participating teams unless specified otherwise by the NCAA. It may be permissible for the media or game officials to be assigned to the same property as the NCAA headquarters hotel. (Game officials and teams may not stay in the same hotel.) Efforts will be made to provide some preference to the official corporate champion/partner in the hotel category (should one exist at the time of contracting) of the NCAA. While hotels are the primary housing offerings that will be contracted, alternative options may be considered in certain situations.

Bids will be awarded contingent upon the successful negotiation of housing needs at reasonable rates. Failure to secure such reasonable rates and properties may result in rescinding of the bid award.

The host institution/conference or sponsoring agency must guarantee sufficient housing is available to meet the room block needs identified in the sport specific bid specification. Properties must meet the required service levels and be in reasonable proximity to the event venues. Rooms should not be secured or contracted nor should rates be discussed with specific properties, unless requested to do so by the NCAA.

Bid responses may highlight any recommended properties On Location should consider when contracting. Specifications should also disclose any special relationships, agreements and/or financial arrangements you may have in place with the recommended properties. On Location will take into consideration all recommendations when selecting hotels; however, guarantees cannot be made that contracts will be secured with these properties.

All hotels contracted must have experience with and understand the needs of large sports related groups. For certain championship events, additional room blocks may be required for fan travel.

The NCAA or its designees shall have the exclusive right to sell products licensed by the Association for merchandising at the selected hotels (inside and outside the premises controlled by the hotels). The hotel will provide adequate space in its lobby for such sales.

Contracted properties will be responsible for complying will all requirements in the contract terms as presented in the sample contract.



### Hotel Room Block

	Number of Hotels	Service Level	Tues.	Wed.	Thur.	Fri.	Sat.	Sun.	Notes
Teams <sup>1</sup>	2	3-4 star	60	120	120	120	60	30	May use single hotel.
Headquarters <sup>2</sup>	1	3-4 star	2	7	14	14	14	14	NCAA staff/committee, media, others
Officials	1	3-4 star		4	8	8	8	8	May stay at HQ hotel
Media									
Total			62	131	132	132	82	52	

<sup>1</sup>Room Types: 15 Doubles per team, 1 Suites,

<sup>2</sup>Room Types: All king rooms

The host institution is financially responsible for the game official accommodations to be reimbursed by the NCAA.

All hotels shall be in close proximity (ideally within walking distance) from the event venue. The team hotels must be of comparable quality and distance from the playing venue. The hotel should provide complimentary meeting space for teams.

The prospective host that is bidding on this championship agrees to all terms and conditions as outlined above in this Championship Bid Specifications Agreement. We agree to comply with all the requirements listed in this document and to administer the designated championship in accordance with the policies of the NCAA and the applicable NCAA sports committee. Prospective hosts that agree with all the requirements listed in this document for the designated championship shall signify agreement by selecting "Yes" below.

requirements listed in this document for the designated championship shall signify agreement by selecting "Yes" below.
☐ YES ☐ NO ☐ NO with Exception
Prospective hosts who do not agree with all requirements in this document shall select either "No" or "No with Exception" and declare any issues and/or exceptions regarding the aforementioned terms. Please note: any proposed revisions to the language in this document must be specified in the bidding portal to be considered.



# SECTION VI: NCAA/HOST RESPONSIBILITY

### **NCAA PROVIDES:**

- 1. Transportation and per diem reimbursement for the participating teams.
- 2. Transportation, officiating fees, and per diem for the four officials.
- 3. Transportation and per diem for the NCAA Women's Water Polo Committee (seven individuals).
- 4. Awards for the participating teams.
- 5. Participant awards (formerly mementos) for the official travel parties of the participating teams.
- 6. Official souvenir program.
- Credentials.
- 8. Promotional assistance, including NCAA signage.
- 9. Funding for promotional efforts.
- 10. Volunteer apparel.
- 11. Solid yellow water polo balls to be used for practices and game competition.

### HOST INSTITUTION/CONFERENCE AND/OR SPONSORING AGENCY PROVIDES:

- 1. Facilities competition venue, banquet site for 200 people and off-site meeting space if required.
- 2. Lodging and parking for officials.
- 3. \$35 fee per game for the desk personnel-official scorer, exclusion secretary, game timer, shot clock timer, timeout secretary, exclusion board operator (desk personnel are selected by the Secretary-Rules Editor).
- 4. \$35 fee per game for goal judges (goal judges selected by the NCAA Coordinator of Officials).
- 5. Lodging and parking for NCAA sport committee.
- 6. Volunteers (including ball retrievers).
- 7. Key administrative personnel.
- 8. Media, public relations coordination.
- 9. First aid/medical services.
- 10. Championship hospitality for teams, media, VIPs and credentialed staff.
- 11. Championship banquet. Each participating team will receive 21 complimentary admissions.



- 12. Food/beverage concessions.
- 13. Public address system and announcer.
- 14. Support personnel--ushers, ticket takers, runners, etc.
- 15. Security.
- 16. Media room (fully equipped and with internet access).
- 17. Media seating/work area.
- 18. Ticket operations.
- 19. All computers, printers, fax machines, video equipment, photocopy machines, telephone lines, DSL lines, etc. necessary to administer the championship, and as may be required by the NCAA.
- 20. Appropriate directional signage within and outside the venue.
- 21. Other items as later requested by the NCAA.

The prospective host that is bidding on this championship agrees to all terms and conditions as outlined above in this Championship Bid Specifications Agreement. We agree to comply with all the requirements listed in this document and to administer the designated championship in accordance with the policies of the NCAA and the applicable NCAA sports committee. Prospective hosts that agree with all the requirements listed in this document for the designated championship shall signify agreement by selecting "Yes" below.

Prospective hosts who do not agree with all requirements in this document shall select either "No" or "No with Exception" and declare any issues and/or exceptions regarding the aforementioned terms. Please note: any proposed revisions to the language in this document must be specified in the bidding portal to be considered.



**SECTION VII: TRANSPORTATION** 

There are no additional transportation requirements from the host for the National Collegiate Women's Water Polo Championship outside of the parking requirements listed in Section III.



**SECTION VIII: MARKETING** 

- 1. **Marketing Plans.** Upon selection, the host is required to submit a marketing plan for review and approval prior to activation by the NCAA marketing staff. Please refer to the appropriate marketing plan template as a guide.
- **2. Budgets.** When the proposed budget is submitted, a minimum of \$4,000 should be allocated for these purposes. The marketing budget should only include items needed for: marketing, advertising, printing costs, grassroots opportunities and promotions.
- 3. Creative Process. A creative marketing assistance website is available to the host for their marketing needs. This marketing website, <u>NCAAChampsPromotion.com</u>, is a comprehensive tool designed to help hosts create marketing pieces which will generate awareness and promote tickets and or attendance for the championship.

Hosts should customize and download all necessary artwork to promote the championship. Every effort should be made to use the online marketing templates, produce the items locally and obtain reimbursement for production costs, up to the reimbursable allocation provided.

All artwork and reimbursement requests must be approved by the NCAA prior to proceeding with production. Artwork requests and approvals will be managed through the website. Should you not have a local vendor, a list of preferred NCAA vendors is available on the website.

- 4. Radio/TV. The NCAA will provide the following television and radio elements to assist in promoting and selling tickets to the championship. Several formats will be provided in order to allow for use over a variety of platforms (e.g., websites, tv commercials, videoboards). All spots will be made available for download via the online marketing website <a href="NCAAChampsPromotion.com">NCAAChampsPromotion.com</a>.
- 5. **Support Documents.** Hosts should refer to the following support documents when developing marketing plans and budgets: NCAA Ticket Promotional Use Guidelines, NCAA Sales Commission Guidelines, and NCAA Micro-Site Guidelines.



above in this Champion listed in this document the NCAA and the approximation of the second s	nship Bid Spec and to adminis oplicable NCA/	ifications Agre ster the desigr A sports com	conship agrees to all terms and conditions as outlined between. We agree to comply with all the requirements nated championship in accordance with the policies of mittee. Prospective hosts that agree with all the ted championship shall signify agreement by selecting
	☐ YES	□ NO	☐ NO with Exception
Prospective hosts who do not agree with all requirements in this document shall select either "No" or "No with Exception" and declare any issues and/or exceptions regarding the aforementioned terms. Please note: any proposed revisions to the language in this document must be specified in the bidding portal to be considered.			



# **SECTION IX: SCHEDULE OF EVENTS** (*Tentative*)

**NOTE:** All times subject to change.

Game Times		
<u>Friday</u>		
Game 1	2 vs. 7	12 p.m.
Game 2	3 vs. 6	2 p.m.
Game 3	1 vs. 8	4 p.m.
Game 4	4 vs. 5	6 p.m.

# Saturday Game 5 Winner Game 3 vs. Winner Game 4 Game 6 Winner Game 2 vs. Winner Game 1 5 p.m.

# **Sunday**

Championship Game (Game 7)	
Winner Game 5 vs. Winner Game 6	TBD

# Practice Times Wednesday

11 a.m. – 7 p.m. – each team allotted one hour and should contact the host to set up time slot.

# Thursday (closed practices – 60 minutes)

7	8 – 9 a.m.
2	9:05 - 10:05 a.m.
6	10:10 – 11:10 p.m.
3	11:15 a.m. – 12:15 p.m.
8	12:20 – 1:20 p.m.
1	1:25 – 2:25 p.m.
5	2:30 – 3:30 p.m.
4	3:35 – 4:35 p.m.

### Friday (open – 30 minutes shared time)

· · · · · · · · · · · · · · · · · · ·	OU IIIIIIIIIIII OU OIIIIII OU (
7&3	8 – 8:30 a.m.
6&2	8:35 – 9:05 a.m.
8&4	10:05 - 10:35 a.m.
5&1	10:40 - 11:10 a.m.

### Saturday (open – 30 minutes)

Winner Game 1	11 – 11:30 a.m.
Winner Game 2	11:35 a.m. – 12:05 p.m.
Winner Game 3	12:10 - 12:40 p.m.
Winner Game 4	12:45 – 1:15 p.m.

# Sunday (open - 30 minutes)

Winner Game 5 11 – 11:30 a.m. Winner Game 6 11:35 a.m. – 12:05 p.m.



# **SECTION X: ANCILLARY EVENTS**

Arrangements should be made for a banquet to be held Thursday night for the official travel parties (20) for each of the eight participating teams. Other people who should be on the guest list include members of the NCAA National Collegiate Women's Water Polo Committee, NCAA championship administrator, additional host institution personnel (i.e. president, faculty athletics representative and workers greatly involved in the conduct of the championship). A budget of \$35 per person is typical for this event.

Officials working the game (line judges, scorer, and referees) should **not** be invited.

Also if room and arrangements can be made easily, the host may consider having banquet tickets for sale to each team for their interested parties. Cost of the ticket should be based on the cost per plate.

The format of the banquet has called for short welcome statements by representatives of the host institution and community, dinner, guest speaker, highlight video, Elite 90 award, and student-athlete speeches.

The prospective host that is bidding on this championship agrees to all terms and conditions as outlined above in this Championship Bid Specifications Agreement. We agree to comply with all the requirements listed in this document and to administer the designated championship in accordance with the policies of the NCAA and the applicable NCAA sports committee. Prospective hosts that agree with all the requirements listed in this document for the designated championship shall signify agreement by selecting "Yes" below.

Prospective hosts who do not agree with all requirements in this document shall select either "No" or "No with Exception" and declare any issues and/or exceptions regarding the aforementioned terms. Please note: any proposed revisions to the language in this document must be specified in the bidding portal to be considered.



# **SECTION XI: VOLUNTEER NEEDS**

Approximately 30 volunteers per day will be needed for assignments, including scoreboard operations, scoring control, spotters, hospitality, media and merchandise sales.

The prospective host that is bidding on this championship agrees to all terms and conditions as outlined above in this Championship Bid Specifications Agreement. We agree to comply with all the requirements listed in this document and to administer the designated championship in accordance with the policies of the NCAA and the applicable NCAA sports committee. Prospective hosts that agree with all the requirements listed in this document for the designated championship shall signify agreement by selecting "Yes" below.		
☐ YES ☐ NO ☐ NO with Exception		
Prospective hosts who do not agree with all requirements in this document shall select either "No" or "No with Exception" and declare any issues and/or exceptions regarding the aforementioned terms. Please note: any proposed revisions to the language in this document must be specified in the bidding portal to be considered.		



**SECTION XII: BUDGET HISTORY** 

The chart below contains the three-year average of expenditures for the championship.

Expenditures Three-Year Average		
Total Expenses	\$48,427	
Promotion	\$1,800	
Tickets	\$110	
Facility	\$7,226	
Personnel	\$18,762	
Entertainment	\$15,131	
Equipment	\$2,114	
Officiating Expenses	\$3,284	