

NCAA[®] SITE SELECTION PROCESS



NCAA® SITE SELECTION PROCESS



2029, 2030, and 2031
NCAA DIVISION II WRESTLING CHAMPIONSHIP
SPORT SPECIFIC INFORMATION

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

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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 to institutions' 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 of the appropriate NCAA Championships Cabinet or Committee. All activities and events associated with the championship are to be approved by the sports committee.

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SECTION II: CHAMPIONSHIP STRUCTURE

DATE FORMULAS	
Super Regionals (6):	Two weeks prior to finals (Friday, Saturday or Sunday) One-day tournaments subject to adjust. Feb. 23-25, 2029 March 1-3, 2030 Feb. 28 – March 2, 2031
Finals:	Second full weekend (Thursday-Sunday) in March (Friday-Saturday competition) March 9-10, 2029 March 15-16, 2030 March 14-15, 2031

The NCAA Division II Wrestling Championships shall be conducted in the following ten weight classes: The same ten weights will also be used in regional qualifying tournaments. A pairings formula will be used at the championship site:

125 pounds	165 pounds
133 pounds	174 pounds
141 pounds	184 pounds
149 pounds	197 pounds
157 pounds	Heavyweight (183-285)

The Division II Wrestling Committee, subject to the approval of the NCAA Division II Championships Committee, will determine annually the total number of qualifying positions. For the 2028-31 championships, the NCAA Division II Championships Committee has allocated 180 positions.

*** Note: Division II is in the middle of the triennial budget process. Any recommendations that impact the format (e.g., championship structure, participants) would be effective for the 2027-28 academic year. The Division II Championships Committee will review sport committee requests in February 2026. If a request is submitted that impacts the format of this championship, the bid specs will be updated by March 1, 2026 to serve as notice to bidders on the potential change(s). Final approval by the Division II governance structure is anticipated by late October 2026. Championship managers will communicate with bidders in early November to confirm any changes to the format as part of the bid review process.

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SECTION III: GENERAL FACILITY REQUIREMENTS

1. 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.
2. The facility must be available for the exclusive use of the NCAA from 9 a.m. the Tuesday preceding the competition through 3 a.m. after the championships finals for the purpose of preparing for, practicing for and conducting the competition.
3. During this period of time, the facility will be clean and accessible, and playing conditions must be safe and of championships caliber. The sponsoring agency must agree that throughout the championships, the facility will be lighted and heated in the standard manner, and that the scoreboards and public-address system will be in good working order.
4. The NCAA specifically disclaims any responsibility to investigate the safety or code compliance of the facility and parking lots or the component products, equipment, materials, designs and constructions.
5. The arena floor and mat areas shall be arranged in accordance with the NCAA Wrestling Rules as far in advance as possible, but in no event later than the Tuesday prior to competition. The arena floor space should be large enough (minimum of 200' x 100' is suggested), excluding any media or press seating and the head table, to accommodate six full-size wrestling mats, 43' x 43', mat-side tables, video equipment and chairs for evaluators and medical personnel.
6. The facility must be modern, clean and accessible and preference will be given to facilities with a seating capacity of at least 2,500 seats.
7. The facility must have a comprehensive security and evacuation plan in case of emergencies.
8. All seats in the arena's normal wrestling configuration shall be under the control of the NCAA for its exclusive use.
9. The NCAA shall be provided exclusive complimentary use of a viewing suite, if available, during all practice and competition sessions.
10. At the discretion of the NCAA, practice sessions may be open to the public free of charge. Programs, merchandise and concessions may be sold.

The NCAA shall determine in its sole discretion whether alcohol will be sold or distributed at the ancillary event. The venue, LOC/host and/or caterer shall be responsible for any permits unless otherwise directed by the NCAA.

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11. The facility must furnish the following locker room accommodations:
 - a. At least two clean and equipped non-assigned locker rooms for use by student-athletes.
 - b. One locker room for the officials to accommodate 20 individuals.
12. The facility must provide the following additional space and equipment, at its expense, with all areas subject to the approval of the NCAA:
 - a. An athletic training room.
 - b. Elevated Press seating in the arena for 40 (can be combined with elevated head table).
 - c. Elevated head table for 15-20 on the arena floor. Telephone communications should be available to other parts of the arena (all mat-side tables), the NCAA suite, if applicable, and with outside lines. Internet connection should be available at the head table for all seats. Wireless internet is also highly recommended but does not replace the requirement for hardline internet connections.
 - d. Media work room for 20 with appropriate lighting, heat, air conditioning. A minimum of 10 Internet connections should be available. It is recommended that a minimum of two computers with internet connections be made available. The NCAA corporate champion/partner for beverages (e.g., Coca-Cola) should always be stocked with such beverages in the media room, coaches' hospitality area, volunteer hospitality area, etc. In addition, snacks should always be available for the media.
 - e. Photographer space surrounding each mat. It is recommended that at least five feet of space be afforded to photographers from the restraining endline to the first row of seats and five feet of space for photographers on the sidelines.
 - f. Interview area for 15 with podium and audio equipment.
 - g. One area of private office space, no smaller than 8' by 8', with one telephone line, multiple internet connections, for the use of the NCAA.
 - h. The facility shall provide all necessary computer terminals, personal computers, printers and any other necessary equipment to operate the software package and video board, if applicable, for seeding, bracketing, scoring, etc. The facility shall arrange to install in the working press area five private lines and instruments, restricted to local, "800", collect and credit-card calls. The NCAA also requires an in-house communication system (cellular telephones or hand radios).
 - i. Two separate rooms for drug testing, each with a waiting area, toilet facilities, television, and a minimum of

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500-square feet of space.

- j. On-site meal area each day for the media (40), coaches (90), staff/volunteers (120) and a team camp space for all student-athletes.
 - k. A warm-up space should be located near the competition area and large enough to accommodate an area the size of two full-size wrestling mats, which will need to be made available to the participants for use starting on Wednesday and continuing throughout the championships.
 - l. A secure and private area large enough to accommodate the weighing-in of 180 wrestlers (possibly more). It is recommended to have pipe and drape to stanchion off the area for five separate lines.
 - m. An awards stand to accommodate the top eight finishers. The host must also provide a photographer to take pictures of the top eight finishers in each of the 10 weight classes.
 - n. For the finals session, a raised platform (maximum height of four feet) measuring a minimum of 56' x 56' shall be provided. The staging used for this platform should have a black surface covered with black carpet and black skirting around the platform. It is recommended the high of the platform be 24 inches.
 - o. Access in warm up area to either treadmills and/or stationary bicycles.
 - p. A 10' x 10' room for video production.
13. The NCAA shall control all meeting rooms, private clubs and restaurant space whose patrons have access into the arena without passing a ticket- or credential-checking station during the term of this lease, and all such space shall be provided at no cost to the NCAA.
14. The facility shall provide, at its expense, tables, chairs, carpeting, skirting, bunting, pipe-and-drape, and platforms for all areas described herein as required by the NCAA. Included in these requirements is a stage (minimum size of 56' x 56') for the championship finals (Session IV of the championships) and stanchions surrounding the entire competition floor to assist with crowd control.
15. The facility shall provide 25 complimentary parking spaces in prime locations to be used at the sole discretion of the NCAA. Complimentary parking spaces also must be provided for all participating teams and NCAA representatives. Approximately 100 parking spaces is recommended.
16. The facility shall be responsible for and pay the costs of the coordination and installation of interior and exterior decorations, including black carpeting to cover the entire floor surface.
17. The facility shall provide, at no cost to the NCAA, sufficient electric power and a sufficient number of power

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outlets in broadcasting booths, in press locations and in identified working press areas for the operation and transmission of television and/or radio broadcasts and for the operation of computer terminals used by the working press. Therefore, the following shall be available:

- a. 110-volt electrical outlets in all working press areas, with the minimum requirement being one outlet for every telephone in the working press room and on press row (or two inputs for every two seats in both of these areas).
 - b. Three-phase to other areas designated by the NCAA including, but not limited to, the interview room, NCAA meeting room, NCAA suite and other special media areas.
18. At no charge, the NCAA will have full access to, and control of, any and all LED and other digital signage inventory, both internal and external to the competition venue. This includes TV monitors, video screens, video walls, LED fascia, and all external digital signage. This includes any and all digital inventory at the time of the championship and is inclusive of any new inventory that may be added by the venue after this bid document is signed. The NCAA shall provide and control all content displayed on the boards. The competition venue, at its expense, shall provide a full in-venue production / control room staff for all NCAA load-in and event days (e.g., game days, open practice days, etc.). In addition, the host shall provide access to and use of control room equipment & staff prior to the championship for any pre-production needs. Ideal minimum equipment requirements include: character generator, HD video playback server-capable of storing at least six (6) GB of content, video switcher-capable of handling at least six (6) sources, video replay machine- capable of four (4) in and two (2) out, four (4) cameras, a multi view monitor and an audio playback device. Ideal minimum personnel requirements include: director, technical director, video playback operator, LED/ribbons operator, character generator operator, replay operator, audio operator, control room EIC, four (4) cameramen, two (2) utilities and a DJ/music playback operator.
 19. In addition, the competition venue, at its expense, shall provide access to lighting equipment (gobos, spotlights, etc.), audio equipment (to include wireless microphones, IFB's, etc.), clear com/radio communications, closed captioning, etc. for NCAA use. Any new technologies or additional staffing resources that the competition venue possesses that are not listed in the aforementioned production requirements should also be incorporated into the in-venue production if possible.
 20. The NCAA owns the exclusive rights to broadcast the event on television and radio, to record the event and broadcasts thereof and to photograph the event by means of still, videotape or other motion-picture cameras. The NCAA shall have the sole right and authority to designate usage of all broadcast, telecast and press locations, tables, and work areas.
 21. If broadcast rights are obtained in the future, the NCAA will work with future hosts on 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).

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22. The facility agrees that the NCAA will have the use of a suite overlooking the arena floor and as close as possible to center mid-court to be accessed solely by representatives of the NCAA, providing for private use by the NCAA as needed for business meetings prior to and during the competition. This is provided there are viewing suites inside the arena.
23. The facility agrees that the NCAA will be paid the predetermined ticket admission rate for each suite admission, not to exceed the cost of tickets in the general seating area. The host agrees championships receipts shall include the predetermined ticket admission rate for each suite admission and that all users of the suites shall purchase tickets to access suites for attendance of all sessions of the championships. Children two years of age and under may be admitted without a ticket, provided the child sits on the lap of a person with a valid admission ticket.
24. The NCAA will design the official Division II Wrestling Championships logo for the event. All entities involved in the championships shall use this logo and no other.
25. All activities using the NCAA's name or registered marks (e.g., NCAA, National Collegiate Championships) must have the prior approval of the NCAA.
26. The facility agrees that no advertisements denoting, publicizing or promoting the sale of alcoholic beverages, cigarettes and tobacco products, professional sports organizations, or organizations or individuals promoting gambling shall be hung, installed or displayed anywhere within the facility during the term of the rental period. Any such advertisements existing at the time an agreement is reached between the NCAA and the facility, institution or sponsoring agency shall be covered during the rental period.
27. The facility shall not permit any advertising, commercial identification, banners, signs, decals or displays of any kind, including NCAA corporate 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, mats or floor, during the term of this contract, other than NCAA banners and television and radio banners as approved in advance by the NCAA. Any permanently affixed (or previously leased) advertising, commercial identification, banners, signs, decals or displays in the facility shall be covered by the facility at its expense, as designated by the NCAA. This includes, but is not limited to the following:
 - a. Lighted advertising displays or dioramas.
 - b. Advertising displays for lotteries, casinos or organizations promoting open sports gambling.
 - c. Banners, signs, displays or advertising mentioning or promoting any professional sports organizations.
 - d. Advertising displays for liquor, tobacco, beer (including nonalcoholic beer) or wine products.
28. The facility shall not permit any temporary banners, signs, displays or advertising to be posted, hung or displayed in the arena during any session of the championships.

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29. No advertisements shall be displayed on the press tables prior to or during the conduct of the championships.
30. No advertisements shall be displayed on the mats prior to or during the conduct of the championships.
31. The NCAA shall provide the facility with the appropriate stickers for the approved mat markings for the finals.
32. No announcements, except those approved in advance by the NCAA, or for public emergencies, shall be allowed over the public-address system.
33. No newspaper, handbills, fliers, memorabilia or promotional announcements of any nature may be distributed or dispensed in the arena, nor may any messages be displayed on an electronic message board or scoreboard at any time without the prior approval of 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.

☐ 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.

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SECTION IV: EVENT HISTORY

The chart below contains information on previous hosts, attendance and ticket price history since 2020.

Year	Host	Attendance	Ticket Prices
2022	Maryville University of Saint Louis and the St. Louis Sports Commission	23,811	All-Session Adult: \$55 All-Session Student/Senior/Military: \$35 All-Session Group: \$45 Single Session Adult: \$30 Single Session Student/Senior/Military: \$20
2023	Upper Iowa University	6,693	All-Session Adult: \$50 All-Session Child: \$32 Single Session Adult: \$18 Single Session Child: \$11.50
2024	Newman University and the Visit Wichita	6,993	All-Session Adult: \$50 All-Session Student: \$30 Single Session Adult: \$20 Single Session Student: \$12
2025	University of Indianapolis and the Indiana Sports Commission	5,965	All-Session Adult: \$50 All-Session Child: \$30 All-Session Group: \$42 Single Session Adult: \$18 Single Session Child: \$12

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SECTION V: LODGING

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 match officials to be assigned to the same property as the NCAA headquarters hotel. (Match officials and teams may not stay in the same hotel.) Efforts will be made to provide some deference 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 Anthony Travel 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. Anthony Travel 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 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 with all requirements in the contract terms as presented in the sample contract.

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Hotel Room Block

	Number of Hotels	Service Level	Tues.	Wed.	Thur.	Fri.	Sat.	Notes
Teams ¹	Between 2-4			250	250	250	250	Preferably all Doubles
Headquarters			3	18	18	18	18	
Officials					18	18	18	Can be same hotel as Headquarters.
Media								
Evaluators								
Association								
Total				268	286	286	286	

¹ **Room Types:** ___ Doubles, ___ Kings, ___ Suites, ___ Other (please explain)

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

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☐ YES

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SECTION VI: NCAA/HOST RESPONSIBILITY

NCAA PROVIDES:

1. Transportation and per diem reimbursement for the participating teams.
2. Transportation, lodging (room and tax), per diem, and game fee for the officials.
3. Transportation, lodging (room and tax) and per diem for the NCAA Division II Wrestling Committee.
4. Awards for the participating teams.
5. Official souvenir program (if applicable) or online program.
6. Credentials.
7. Promotional assistance, including NCAA signage.
8. Mementos for each member of the official travel party.
9. Other financial enhancements for the creation of additional signage for the venue, apparel for workers, and other opportunities for additional promotional and enhancement funding is available.

HOST INSTITUTION/CONFERENCE AND/OR SPONSORING AGENCY PROVIDES:

1. Facility.
2. Key administrative personnel.
3. Media, public relations coordination.
4. Creation of championship website and web maintenance.
5. First aid/medical services including physicians for skin checks, athletic trainers, and blood personnel.
6. Championship hospitality – for teams, media, VIPs.
7. Food/beverage concessions.
8. Public address system.
9. Support personnel--ushers, ticket takers, merchandise sellers, etc.
10. Table Crew personnel – timekeeper, crew chief, scorekeeper, video review communicator, and camera operator.
11. Media room (fully equipped and with internet access).
12. Media seating/work area.
13. Tickets.
14. All computers, printers, video equipment, photocopy machines, telephone lines, etc. necessary to administer the championships, and as may be required by the NCAA.

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15. Appropriate directional signage within and outside the venue.
16. Lodging expenses for NCAA committee, staff, and officials. (NCAA will reimburse through the bid portal system).
17. Public Announcer fees (NCAA will reimburse through the bid portal system).
18. Other items requested later 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.

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SECTION VII: TRANSPORTATION

As listed in Section III, the facility shall provide 25 complimentary parking spaces in prime locations to be used at the sole discretion of the NCAA. Complimentary parking spaces also must be provided for all participating teams and NCAA representatives. Approximately 100 parking spaces are recommended.

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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, NCAACHampsPromotion.com, 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 NCAACHampsPromotion.com.
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.

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SECTION IX: TENTATIVE SCHEDULE OF EVENTS

Monday

TBD Mats Delivered
TBD Carpet Installed
TBD Head Table / Wiring Installation

Tuesday

8 a.m. Mats installed
TBD Volunteer/Medical/Media Areas Set
Noon (eastern) Deadline for Late Replacement Registration

Wednesday

3-5:30 p.m. Division II Wrestling Committee Meeting/Facility Walk-Through
5-9 p.m. Registration/Entry Verification/Credential Issue
5-9 p.m. Practice Area/Training Room Open

Thursday

9 a.m.-4 p.m. Registration/Entry Verification/Credential Issue
9 a.m.-8 p.m. Practice Area/Training Room Open
noon-1 p.m. Selected coach and student-athlete press conferences
5:30-6:30 p.m. Medical/Skin Check (by appointment only)
6-7 p.m. Table Workers Meeting
8:30 p.m. Officials Meeting

Friday

7 a.m. Practice Area/Training Room Open
7:50 a.m. Medical/Skin Check
8 a.m. Weigh-Ins
9 a.m. Table Workers Meeting
9 a.m. Doors Open
10 a.m. **Session I** – prelims & 1st Round (120 matches), 6 mats, approx. 3 ½ hours
4 p.m. Doors Open
5 p.m. **Session II** – 2nd Round Championship 1st & 2nd Round Consolation, 6 mats, (120 matches), approx. 3 ½ hours.

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Saturday

7 a.m.	Practice Area/Training Room Open
7:50 a.m.	Medical/Skin Check
8 a.m.	Weigh-Ins
9 a.m.	Table workers meeting
9 a.m.	Doors Open
10 a.m.	Session III – Championship Semi's, 3 rd Round Consolation, Consolation Semi's 3 rd , 5 th , 7 th place matches, (90 matches), 4 mats, approx. 5 hours
6 p.m.	Doors Open
6:25 p.m.	Parade of all-Americans Staging
7 p.m.	Session IV – Championships Finals, (10 matches), 1 mat, approx. 2 ½ hours Team Awards Ceremony (immediately following Session IV)

Tentative schedule – schedule is subject to change

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SECTION X: ANCILLARY EVENTS

The National Wrestling Coaches Association (NWCA) is involved with various activities during the championships week. This event is only for invited guests. All coaches association activities held in conjunction with the championship are conducted at the discretion of the NCAA and are subject to NCAA approval.

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XI: VOLUNTEER NEEDS

Approximately 75 volunteers per day will be needed for assignments, including scoreboard operations, scoring control, spotters, hospitality, media and merchandise sales. A training session should be held prior to the start of the championships especially for the technical table-side workers (scoreboard operations, scoring control).

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XII: BUDGET HISTORY

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

Expenditures Three-Year Average	
Total Expenses	\$131,000
Promotion	\$3,000
Tickets	\$8,000
Facility	\$31,000
Officiating	\$11,000
Equipment	\$16,000
Personnel	\$40,000
Entertainment	\$22,000