







HOSTING AN NCAA DIVISION III CHAMPIONSHIP

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What is Division III?

- More than 190,000 student-athletes and 440+ institutions make up Division III, approx. 40% of the membership.
- Division III places the highest priority on student-athlete academics.
- Division III minimizes the conflicts between athletics and academics and helps student-athletes progress toward graduation through shorter practice and playing seasons.
- Regional competition reduces time away from academic studies.
- Participants are integrated on campus and treated like all other members of the student body, keeping them focused on being a student first.







DIVISION III SITE-SELECTION CRITERIA

The Division III Championships Committee has prioritized the site-selection criteria in the following order for Division III championships

- · Complete bid.
- Quality and availability of the facility and other necessary accommodations.
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- Geographical location (which may include rotation of sites, weather, accessibility & transportation costs).
- Regional Seeding.
- Attendance history and revenue potential, which shall be considered necessary to assure fiscal responsibility.







Have you hosted a NCAA championship before?





Goals

- Create a "once-in-a-lifetime" student-athlete experience.
- Quality competition and practice facilities.
 - o Elevated from the regular season experience.
- Quality hotels, banquets and other amenities.
- Multiple qualified bids for each championship.
- Championships: Special Olympics partnership.







Championship Bid and Host Portal and Submitting a Budget





Keys to a Successful Bid

- Creation of a meaningful student-athlete experience.
- Adherence to bid specifications.
- Proposed facilities.
- Competitive budget.
- Championships: Commitment from community partner/sports commissions.







Bid Portal

Portal access

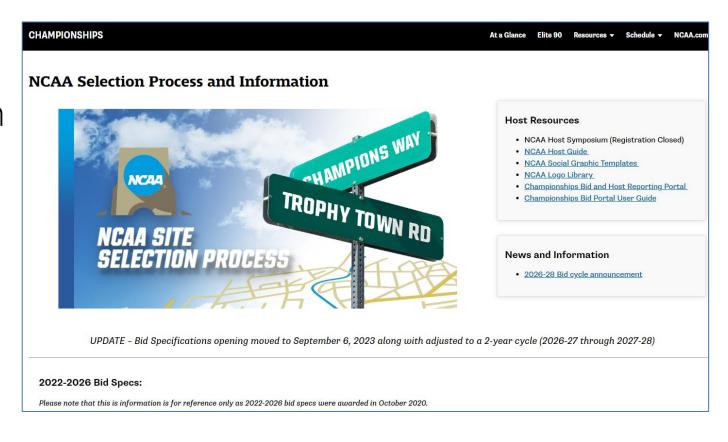
- Update/create profile on NCAA bid portal at championships.ncaa.org
 - If new request an account (may take up to 24 hours)
 - If returning but don't remember your credentials click the link requesting access
- Any questions while trying to access there is a link to the general bid email on the login page - <u>championshipbid@ncaa.org</u>





Bid Portal

- Facility Profile
- Key contacts Information
- Safety and Security Plan
- Budget









Budget: Receipts and Expenses Sample Worksheet

The following worksheet is provided as a guide to assist with budgeting for the NCAA Division III preliminary round bids. This is only a guide as each site has different costs associated but will give a general idea of typical ranges. Questions, please contact sport championship Each day should be a separate session manager. Should be listed at Host Channel Actuals Budget **Ticket Type** Date Session Channel Price Budget Actuals #tickets #tickets \$ 0.00 s 0.00 **s** 0.00 **Delete** \$ 0.00 s 0.00 TOTAL Add Ticket Type Save Close PAID ATTENDANCE CALCULATION CAPACITY INFORMATION Total Single Session tickets Total Capacity All Session Tickets 0 x # of Sessions 0 Override Number of Sessions Killed Tickets Total Paid Attendance (Total Capacity - Killed Tickets) Paid Attendance (unpaid/held for use) Unsold Tickets (Sub Total - Paid Attendance - Other) Actual Attendance Save Close





		Budget	Actuals		
Receipts		\$			
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	Facility Rental Charge				
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Г	Add Others				
	Add Others				

This typically is around \$100-\$500 as there is an online marketing system that should be utilized first and is through a different system of monies.

Typically this is blank unless minor printing costs for promotion.

Typically this is blank unless there are minor ticket printing costs.

Typically for preliminary rounds this is blank unless any commissions on facility/taxes involved or credit card expenses.

Should not be used to purchase equipment or upgrade facility. Typically this is around \$100-\$500 depending on needs.

Should be typical rental cost for tournament if necessary.

Typically this is either zero as the NCAA sends a basic signage package which includes banners.

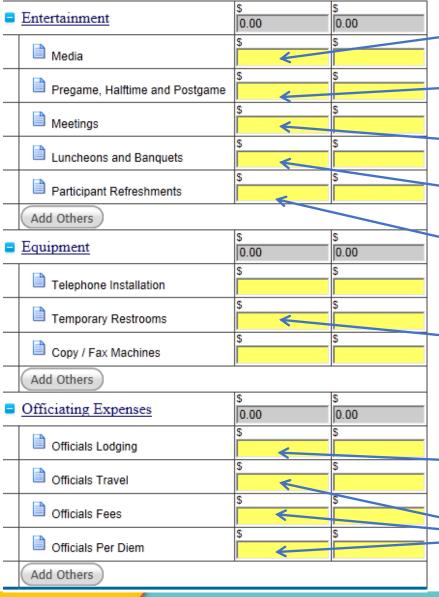




Personnel	\$ 0.00 0.00	
Public Address Announcer	\$ \$	Charled have a word grown a large of face
Timer	\$ \$	Should be normal game/meet fee
Official Scorer	\$ \$	
Ushers	S S	
Police and Security	\$ \$	Should be normal game/meet fee
Statisticians	\$ \$	
Clerical	\$ \$	_
Ticketing Personnel	\$ \$	Should be normal game/meet fee
Custodians-Facility	\$ \$	
Grounds Crew	\$ \$	Should be normal game/meet fee
Maintenance-Facility Labor	S S	
Medical	S S	Should be normal game/meet fee
Video/Scoreboard Operators	S S	_
Commitee/Site Rep lodging	\$ \$	Should be for one person for X # of nights
Add Others	l'	







Hospitality for any media. Typically no more than \$100/day.

Recommended to be around \$200-\$500 used for hospitality room.

Any snacks/beverages for meetings. Should not be more than \$250.

Banquets are not allowed at preliminary competition so this should be blank.

Cost of refreshments for teams. Typically not more than \$100/day.

Should be typical rental cost for tournament if necessary.

Should be 6-8 officials for 2-3 nights

NCAA pays this through ArbiterPay. This should be blank.





BID RESOURCES

- Preliminary-Round Information and Bid Checklists
- Pre-championship <u>Manuals</u>
 - o Sport specific criteria

• Championships: Sport Specific Bid Specifications Checklist





QUESTIONS?











