

2019 BMW Triathlon National Series

BID DOCUMENT



National Series Overview

The BMW National Triathlon Series is Ireland's largest and highest profile triathlon competition, with almost 10,000 entrants annually.

The Series consists of a number of events including Sprint, Standard, Middle and Long distance. Triathlon Ireland will look to appoint an even distribution of Sprint and Standard Distance events along with a smaller proportion of Middle and Long Distance events.

The series caters for age-group athletes with rankings based off an athlete's best sprint distance result, best standard distance result + two best other scoring races. Rankings are displayed in respective male and female five year age bands.

National Series events are also used for scoring points towards the age-group Club Championships.

This document outlines the guidance for Event Organisers to bid for any of the major event titles, detailed in the document. It details the process through which interested Event Organisers need to follow, the expectations and requirements that they will be required to meet.



Benefits to a National Series Local Organising Committee ^[1/2]



Insurance

Robust Public liability insurance up to €6,500,000. This applies to all sanctioned events.



Race Support

Subject to availability, Triathlon Ireland's dedicated race activation team and all current equipment will be made available for your race.



Entry Numbers

National Series events can see a 20-30% increase in demand for places resulting in an increase in revenue for the local organising committee.

Events appointed of National Series will be required to provide Triathlon Ireland with 3 entries to the event free of charge, to be used by Triathlon Ireland for event marketing purposes.



Exposure

Each year, the BMW National Series receives extensive coverage worth thousands of euros for the participating races.

In 2018 Triathlon Ireland successfully placed pictures from BMW NS events in the Irish Times, The Irish Independent, the42.ie and Journal.ie.

Each race receives extensive exposure on Triathlon Ireland's social media platforms and website. (website 200,000 page views monthly, TI facebook 20,000 followers, TI twitter 12,000 followers, TI Instagram 4,000+ followers).

BMW National Series events will receive preferential promotion via Triathlon Ireland media partners. Previous publications have included listings with Outsider Magazine and the Irish Independent.

If supplied to media@triathlonireland.com, Triathlon Ireland will publish a race preview in the week before the event.

Triathlon Ireland will publish provisional results and a race report of each BMW National Series event.

Benefits to a National Series Local Organising Committee ^[2/2]



Photography

Triathlon Ireland will at its cost, provide at least one approved TI Media Photographer for all BMW National Series events and publish a photo gallery from each race within 24 hours of each event.

Technical Officials

Highly qualified and experienced technical officials guaranteed. Technical Delegate and Referee will be appointed to all events

Number of additional Technical Officials appointed will be dependent on expected entries, race distance and as the Technical Committee advice.

Motorcycle Officials

Triathlon Ireland trained motorcycle officials to ensure the highest quality and safety measures are employed at all National Series events.

Number of Motorcycle Officials appointed will be dependent on expected entries, race distance and as Technical Committee advice.

Sponsorship and Branding

BMW Group Ireland is Triathlon Ireland's largest sponsor and owns the title rights for the 2019 and 2020 BMW Triathlon National Series.

Naming protocols for the BMW Triathlon National Series must be adhered to in all race material (ie the series must be referred to as the 'BMW Triathlon National Series' or where suitable 'BMW National Series'.

The local organising committee (LOC) must display the BMW Triathlon National Series logo (as provided by Triathlon Ireland) on all race websites, race advertising, apparel and any other merchandise related to the race.

All uses of this logo must be cleared in advance by emailing media@triathlonireland.com.

The local organising committee (LOC) must facilitate the erection of BMW branded equipment, including the BMW finishers arch and finishers area at their

event. Additional branding requirements will be communicated to all successful BMW NS applicants following the bid process.

The local organising committee (LOC) must share advertising space on the field of play and on-site branding with Triathlon Ireland along with its sponsors up to a ratio of 60:40 (LOC : TI) inclusive of finish line and transition area.

The category exclusivity of BMW Group Ireland cannot be infringed upon. Triathlon Ireland will work with the local organising committee where additional sponsorship is obtained locally providing no conflict of interest exists between any parties.

Triathlon Ireland will work to ensure sponsor activity at all BMW National Series events, however, branding may be restricted due to competitor markets and the fair distribution of resources during peak season.

Local Organising Committee Delivery Requirements ^[1/4]



Race Delivery

Must be an affiliated club or organisation for 2018 before the event will be published.

The event and safety plan must be received a minimum 3 months prior to the event. Triathlon Ireland will provide the 2018 event and safety plan template which must be used for all events.

The local organising committee should communicate effectively with Triathlon Ireland on a regular basis.

Triathlon Ireland expect a member of the local organising committee to attend the race organiser conference which will be held in early 2018.

All events will be required to comply with TI's Clean Sport policy and provide the necessary information for testing at their event.

Anti Doping Requirements

All major events are subject to anti doping testing by Sport Ireland. Although all races will not be selected there is no advance notification so races should be prepared. There are 3 requirements:

1. Documentation.
2. Facilities in place for a Doping Control Centre or mobile unit requested.
3. Event contact person (ECP).

DOCUMENTATION: This must be submitted to antidoping@triathlonireland 60 days prior to the event to include the following: Event Management Plan including Anti Doping Section with the name and contact number of the ECP.

FACILITIES: The event venue needs to have an area appropriate for a Doping Control Station to be set up to the specifications set out in the Sport Ireland Event Contact Person Handbook. If the venue does not have an appropriate facility the Sport Ireland mobile unit can be requested.

EVENT CONTACT PERSON: The event will need an appointed ECP who has the responsibility of liaising with the Doping Control officer on the day and possibly prior to the event. Ideally the ECP should be a member of the organising committee with no other responsibility on the day. Further responsibilities of the role of ECP can be found in the Sport Ireland Event Contact Person Handbook.

Safeguarding Requirements

Junior Only Events

Adult Events where under 18's are eligible to race

All events which allow those aged 15-17 participate are subject to the following safeguarding requirements There are 4 steps.

Note: Races will not need to provide separate facilities or additional supervision on the course.

1. Appoint a Designated Person(DP) who is Vetted through Triathlon Ireland, completed Safeguard 1 and has signed code of conduct.

2. DP must create a Safeguarding risk assessment and send to National Children's Officer at least 4 weeks prior to the event at safeguarding@triathlonireland.com. National Children's Officer will consult with the DP regarding the best approach to mitigating risks and create an official race document. There is a template available for this on the website.

3. DP should issue an email to parents/guardian of those racing aged 15/16/17. Please see email template in Event Management Plan template.

4. DP should carry and emergency contact for junior athletes and all marshalls should have contact number for DP.

Prize Fund



Prize breakdown must follow International Triathlon Union Age Group Listings and Overall podium positions.

Prize fund and breakdown must be clearly published in advance of the race on the race website.

Competitor feedback has provided a preference for cash prizes; please keep this in mind where possible.

National Series Overall Prizes

Award	Overall 1st Male	2nd Male	3rd Male
Award	Overall 1st Female	2nd Female	3rd Female

Age Group Award both Male and Female

Age Group Award	1st Place	2nd Place	3rd Place
E.g. 20-24	Prize shall be given if anyone in this age group participates. Please note overall winners and not included in age group prizes	A second place prize shall be awarded where there are at least eight competitors in the specific category. Please note overall winners and not included in age group prizes	A third place prize shall be awarded where there are at least thirteen competitors in the specific category. Please note overall winners and not included in age group prizes.
E.g. 25-29	As Above	As Above	As Above
E.g. 30-34	As Above	As Above	As Above
Etc etc	As Above	As Above	As Above

Local Organising Committee Delivery Requirements ^[3/4]



Registration System

Using the Triathlon Ireland registration system is mandatory for 2019 National Series events.

Race Results

In 2019 using the Triathlon Ireland preferred timing company is mandatory for all championship and national series events. This allows the efficient and timely manner for your registration, race results and for series rankings.

Triathlon Ireland preferred Timing company is Core Timing. You can contact John from Core Timing on **coretiming@gmail.com** or **087-3805966**.

Triathlon Ireland will be invoicing you for this service

Lowest price on the market –
5% admin charge

Benefits of the Triathlon Ireland entry system:

Race entry fees can be transferred to you prior to the event

Triathlon Ireland handle all customer service in relation to any queries, refunds etc

No sign on sheets required for your event, saving time

Ability to set multiple fees for licence type holders eg Race License €50, Non Race Licence €60 and Juniors €25 all for the one event

Ability to Include ODM fee into the entry price for non race license holders

Competitors can only enter the race if they meet the minimum age requirements

Discount codes

Refunds available

Allows to advertise purchase of merchandise

Allows Athlete to see race schedule

Payments can be made with all major credit/debit cards credit

Track payments and manage refunds all in one place

Access to reporting and analytics

Greater convenience for competitors as they can now locate races on the calendar and purchase them in one location

Local Organising Committee Delivery Requirements ^[4/4]



Bid Evaluation:

Bids will be assessed and evaluated based on the following criteria:

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|---|---|
| a) Geographical location and the number of events in the region | j) Capacity of the event |
| b) Time of the season/ Event Date | k) Prize fund offered |
| c) Sprint / Standard Distance split | l) Use of Triathlon Ireland recommended timing company |
| d) Experience of the local organising committee | m) Marketing & Communications - easy accessibility of information for competitors. |
| e) Quality of the bid application | n) Super Series Applications are automatically considered for National Series status. |
| f) Ability to deliver an event which creates a positive race day experience for competitors | o) Quality of spectator experience |
| g) Ability to deliver an event which promotes the sport of triathlon | p) Long term event development plans |
| h) Previous Technical Official Reports | q) Course design |
| i) Ability to provide draft legal closed roads racing for Super Series waves | r) Submission and communication with Triathlon Ireland events team |

The Bid Timeline

Submissions must be received electronically via the Triathlon Ireland website.

14th September 2018

Opening of Bid Process

9am, 28th September 2018

Closing Date for bids

12th October 2018

Organisers Informed of outcome

W/E 22nd November 2018

Calendar Announced

If you have any questions please contact the events team:

events@triathlonireland.com