2022/2023 Ontario Cup
Request to Host

Cross Country Ontario invites interested clubs to submit a Request to Host for the **2024 & 2025** Ontario Youth Championships. Youth Championships dates are usually in early to mid-March depending on the National and Ontario Cup calendars.

Clubs who wish to bid to host both the 2024 & 2025 Ontario Youth Championships must submit a **Request to Host** to Cross Country Ski Ontario no later than **Wednesday Mar 1, 2023**. XCSO will accept a bid from a club wishing to host the 2024 Ontario Youth Championships only, however, 2 year bids will be prioritized in the selection process.

Event sites will be evaluated based on the following criteria:
1. Leadership & Administration
2. Technical considerations
3. Participant Support
4. Previous Hosting experience

To be considered as a host site for an Ontario Cup, please submit the following:
- Letter of interest. Please include previous event hosting experience.
- Request to host – Appendix A (see below)
- Checklist – Appendix B (see below)
- Potential course profiles, maps and stadium layouts

Please note that course maps submitted will provide XCSO with an example of the type of courses offered at your facility.

Cross Country Ski Ontario recognizes that there are risks in hosting an event. To mitigate some of the risks, XCSO will underwrite the event up to $5000 in incurred expenses in the event of a loss due to low participation or cancellation. Full details will be provided upon request.

Potential Calendar:

Dec 2023	Pre-Xmas OCup
Early Jan 2024	Xmas Break OCup
Mid Jan 2024	**OCup**
Early Feb, 2024	Ocup
Mid Feb 2024	Ontario Winter Games (Thunder Bay)
Late Feb 2024	OFSAA & OUAs
Mar 2/3 or 9/10, 2024	ON Youth Championships
Mid to late March, 202	National Championships hosted ??

Other notable dates:

Complete the bid package to admin@xcskiontario.ca. **Deadline to submit is Wednesday, March 1, 2023**

All hosts will be expected to follow up-to-date provincial health regulations at the time of the event. Criteria for hosting may evolve in response to evolving COVID-19 health regulations.*

Cross Country Ski Ontario

APPENDIX A: REQUEST TO HOST

Name of Club:

Proposed dates:
1.
2.

Location/Venue:

Back up Location:

Contact Information: Please provide major officials contact information below

Position	Name	Email	Phone	Official Level
Organizing Committee Chair				
Chief of Competition				
Chief of Timing				
Chief of Course				

Cross Country Ski Ontario

APPENDIX B: Checklist of Criteria for Hosting Youth Championships

Please read over the check list to help your organization to determine if your facility is capable of hosting an Ontario Cup race. *Items not checked must have a solution described on a separate sheet.* The event organizing committee should also be totally familiar with the back up site facility named on their event "Request to Host" application.

Physical Facilities

Host	Backup	
❑	❑	Building to handle 200 + volunteers/athletes/coaches/support staff.
❑	❑	Building must be adequately heated.
❑	❑	Building to have available change rooms – male and female.
❑	❑	Potable drinking water on site (bottled or tap).
❑	❑	Separate room for computer scoring with a door in the building (or a completely separate building).
❑	❑	Nutritious concession stand or cafeteria on site.
❑	❑	Separate first aid room or examination room for privacy in the building or separate building.
❑	❑	Separate wax room in the chalet or separate building/tents to handle 50+ waxers.
❑	❑	Wax room must be well ventilated and have 200 amp plus service to handle multiple irons, hot air guns and drills
❑	❑	Washroom in chalet and/or portable toilets capable of handling 100+ people.
❑	❑	Parking for 50+ vehicles of various sizes – cars, vans and buses.
❑	❑	Bulletin board away from computer room.
❑	❑	Insulated and/or heated timing shack at finish to accommodate timing volunteers.
❑	❑	Timing hut needs to have electricity or an alternative back up source of energy to run large display clock, computers and electric beams.
❑	❑	Adequate room for running a team leaders meeting prior to the race.
❑	❑	A volunteer and official's area to store gear during the event, not in the computer or emergency examination room.
❑	❑	Hotels and/or Motels and/or Inns to accommodate 200+ people visiting the community.
❑	❑	Affordable restaurants in the community (smoke-free) to meet the anticipated needs of hungry skiers.
❑	❑	Full medical facilities within short driving distance or alternative solution.

Officials

Host	Backup
❑	❑ LOC has enough Level 2 Nordiq Canada Officials to support a race in the positions of Chiefs of Competition, Stadium, Course and Timekeeping.
❑	❑ Training of Level 1 and 2 officials for the remainder of the needed positions planned for the fall before the event (at the latest).
❑	❑ At least 40 volunteers who are able to commit to an Ontario YOUTH Championships weekend.
❑	❑ Volunteers must have written job descriptions; and copies will be kept on file with the Chief of Competition.
❑	❑ Pay all reasonable expenses for accommodation and travel for the appointed Technical Delegate PLUS $200 per training & competition day honorarium.
❑	❑ Organizers may decide to reimburse officials for reasonable expenses.

Courses

Host	Backup
❑	❑ Safe and technical as stated by one third up-hills with a climb between 9% and 18% with some short climbs steeper than 18%, one third undulating utilizing all terrain features and one third downhill demanding a versatile downhill technique.
❑	❑ A course profile and map for each race course will be included with the application.
❑	❑ Grooming with power tilling is a must, with mechanical snow moving.
❑	❑ Grooming for classical technique for individual start competitions, a single track is to be set along the best skiing line of the course.
❑	❑ Grooming for classical technique for Mass start competitions, 2 tracks must be set for the first 500m and the remainder of the course may be double tracked where appropriate.
❑	❑ Grooming for classical technique for the last 75-100m before the finish, the course shall be as straight as possible, and prepared to a minimum width of 6 metres, and set with a minimum of 3 tracks.
❑	❑ Grooming for free technique: the course shall be well packed and graded.
❑	❑ Grooming for free technique: the course must be prepared to a width of 3 to 4 metres, so that the competitors can run without danger and pass unobstructed.
❑	❑ Grooming for free technique for the last 75-100m of the course before the finish, and before the exchange zones in relays, should be as straight as possible, and prepared to a width of 10 metres. This section shall be divided into 3 lanes using coloured course flags, bristles, or paint.
❑	❑ Grooming on downhill sections with tracks: the tracks should follow the best line of the course.
❑	❑ Course marking must be so clear that the competitor is never in doubt where the track (course) should go.
❑	❑ Kilometre signs should mark the course at 1km intervals, showing distance skied to this point.

- ❑ ❑ All junctions and major changes in direction must be marked by highly visible, readable signs.
- ❑ ❑ The finish zone must comply with ICR 321.2.1, 322.2.1 and 325.2.1

Communication

❑ ❑ VHF or UHF frequency radios, with their own channel, will need to be used.

❑ ❑ A minimum of 10 radios, with chargers for overnight between event days.

Race Management

❑ ❑ Laptop or Desktop computer running Windows.

❑ ❑ A laser printer.

❑ ❑ A photocopier.

❑ ❑ Timing Software

❑ ❑ Separate office isolated from volunteers, ski patrollers, coaches and races. Clearly marked "Authorized Officials Only"

Time Keeping

❑ ❑ A start/finish timing hut to house a minimum of two people and equipment with hydro.

❑ ❑ Printer stop watches

APPENDIX C: REQUIRED INFORMATION ON A RACE NOTICE

This is a guide to help your organizing committee create the necessary race notice for an Ontario Cup race.

- ❑ **Ontario YOUTH Championship**
- ❑ **Race Dates and times**
- ❑ **pre-ski date and times**
- ❑ **Host Club and District**
- ❑ **location and directions to the race site**
- ❑ **Technical Delegate's name, Chief of Competition name**
- ❑ **Race Secretary Contact name, email, telephone, fax number**
- ❑ **Entry fee per race**
- ❑ **Additional Costs**
- ❑ **Medical facilities – location, on site providers**
- ❑ **Race types – sprints, pursuit, relays**
- ❑ **Race Starts – individual, pursuit, mass**
- ❑ **Race Techniques – classic or free**
- ❑ **Race distances – one large loop or laps**
- ❑ **Facilities on site (e.g. waxing, concession, hydro)**
- ❑ **Host Hotel/Motel – group rates or individual rates, contact name and number, directions from race site**
- ❑ **Medals**
- ❑ **Awards Presentation – time and location**
- ❑ **Sponsors Recognition**