



OPPORTUNITY TO HOST THE 2019 ONTARIO INDIGENOUS SUMMER GAMES

The Aboriginal Sport and Wellness Council of Ontario (ASWCO) is pleased to announce the Ontario Indigenous Summer Games (OISG), slated to be held in the summer of 2019. The Games are designed with the intention to bring together more than 500 participants of various ages and abilities to try their hands at competitive and recreational sports. Additionally, the Games will serve as a major talent identification program to select participants for Team Ontario to compete at the 2020 North American Indigenous Games (NAIG). OISG will encompass, celebrate and promote the various cultures of Indigenous communities province-wide. ASWCO encourages prospective bidders to consider including additional opportunities for coaching, leadership and cultural development.

It is anticipated that the Games will run for a period of four-to-five (4-5) days based on availability of sport and cultural venues. Proposed sports for the Games currently include:

- 3D Archery
- Athletics
- Badminton
- Canoe/Kayak
- Golf
- Rifle Shooting
- Soccer
- Softball
- Swimming
- Wrestling

Bidding communities can propose additional sports, as well as traditional Indigenous sports or other activities that they would like to offer as a part of their bid to host. All activities will require final approval of ASWCO. The bid timelines and schedule are outlined below:

<u>Date</u>	<u>Outcome</u>
August 31, 2018	Letters of Intent due from Potential Host Communities
September 2018	Bid Guidelines Discussed with Interested Bidders
September 28, 2018	Final Bid Submissions Due
October 2018	Site visits with ASWCO Bid Review Committee
November 16, 2018	Public Announcement of Host Community for 2019 OISG

Note: The 2016 Ontario Indigenous Summer Games were held in the South West Region. Communities from regions across the province, including the North, are strongly encouraged to consider submitting a bid for the 2019 Games.

Communities may submit the Letter of Intent and Official Bid to ASWCO by e-mail at: info@aswco.ca

Or by mail:
ASWCO Bid Review Committee
c/o Keir Johnston, Manager, High Performance
Aboriginal Sport and Wellness Council of Ontario
1090 Aerowood Drive, Unit #1A
Mississauga, ON L4W 1Y5



GAMES BIDDING PROCESS

1. **Letter of Intent** – Communities interested in submitting a bid for the Games, are required to submit a Letter of Intent to the Aboriginal Sport and Wellness Council of Ontario (ASWCO) by the date outlined. The letter of intent will provide an opportunity for **AWSCO** to make direct contact to provide any necessary assistance in preparation for the bid.
2. **Bid Submission** – Communities must prepare a Bid Submission that includes ALL items listed under the Bid Requirements section. One (1) electronic copy of the Bid Submission must be received at AWSCO (info@aswco.ca) by the deadline.
3. **Bid Review and Site Visits - AWSCO** will appoint a Site Review Committee (SRC) which will evaluate the Bid Submissions based on the requirements outlined in the Bid Requirements. The SRC is comprised of individuals with experience in hosting multi-sport Games and bid evaluations. AWSCO will be directly involved in the evaluation of Bid Submissions and the Site Review Committee for their respective Games. The SRC will identify a short list of communities for site visits based on the written submission and evaluation.

The site visit provides the SRC with an opportunity to further assess the strengths and weaknesses of each Bid Submission. In addition, the SRC will be provided with the opportunity to ask questions and receive clarification on the Bid Submission. If required, any further details or clarification requested by the SRC must be submitted within one week of the request. The Site Review also allows the community the opportunity to strengthen and enhance components of the written bid submission.

4. **Recommendation to Board of Directors** – After completion of the evaluation process, a recommendation will be put forward by the SRC to the ASWCO board of directors for approval.
5. **Official Announcement of Successful Community** - Following the evaluation of the written submission and site visits, and upon receiving the necessary final approval, the SRC will notify the successful community and make arrangements for a formal announcement. Official announcement will take place following the signing of a formal Hosting Agreement.



ELEMENTS OF THE BID SUBMISSION

The Bid Submission must provide a clear indication of how your community would successfully host the Games. Each of the following sections summarizes the critical areas of responsibility for successful Games. At the end of each area of responsibility there is a list of mandatory requirements to be included in your Bid Submission.

1. Introduction

The delivery of the Games is a partnership between the Host Community and AWSCO. It is an exciting opportunity to showcase the community and celebrate Indigenous cultures to the rest of the Province. It is important to provide a rationale for your community's decision to bid for the Games. Each Host Community will be responsible for forming a Games Organizing Committee (GOC) and developing a transition plan between the bid submission and a working GOC. The Committee will be comprised of dedicated volunteers who will assist ASWCO in the delivery of the various components of the Games (as outlined in the sections to follow).

Bid Submission Requirements:

- Community Overview (including past hosting achievements).
- Letters of Community Support.
- Resolution from Council (City Council and/or Band Council) indicating support for bid.
- Proposed Financial Contribution.
- Games Organizing Committee Structure (with ASWCO).
- Organizational Chart identifying potential Committee Members.
- Brief Committee Member biographies.

Note: ASWCO will have representation on all committees to provide guidance and oversight.

2. Stakeholders

One of the benefits of hosting OISG is the collaboration of stakeholders for the betterment of Indigenous youth and the celebration of Indigenous cultures. In addition to the letters of community support, please provide a list of potential local partners/stakeholders who would work together in hosting such an important event.

3. Finance

AWSCO will ultimately oversee the finances of the Games with direct input, contribution and guidance from the successful host community. Major financial barriers that the host community can greatly assist to reduce include competition venues, transportation, accommodations (for participants) and meals.

In addition, ASWCO / GOC will collect the registration fees for each participant. The maximum registration fee is \$125 per athlete. No registration is to be charged to coaches, managers, or other chaperones who may be attending with participant. All finances (registrations, sponsorships, purchases, staff expenses, or other expenses deemed reasonable) will be handled solely by



ASWCO. The local GOC will be entitled to identify local suppliers for the purpose of the Games, however all expenses will be required to receive final approval from ASWCO.

Bid Submission Requirements

- Proposed local expenditures for major Games items (venues, accommodations, etc.).
- Potential sources of revenue generation.
- Risk Management Plan (deficit/surplus).
- Provide a resolution from Council
- Legacy Plan.

4. Sport Technical

ASWCO has determined that 3D Archery, Athletics, Badminton, Canoe/Kayak, Rifle Shooting, Golf, Softball, Swimming, and Wrestling will be offered as sports in the Games. At minimum, host communities must be prepared to host all sports. As a part of all Bid Submissions, please identify all disciplines, distances, or other sport information necessary related to all sports and the venues in which your community proposes to host the Games. Final disciplines, age categories, and other sport related information will be determined in partnership between the host community and AWSCO. Final registration numbers will also determine the final sport offerings. These sports are subject to change.

Bid Submission Requirements:

- A detailed Venue/Sport plan for each sport identifying potential venues (i.e. playing surface dimensions, length/width/depth of the pools).
- A map outlining facility locations including travel distances between accommodations and venues.
- Identify the proposed date of the Games.
- Identify a plan for timely collection of results from each venue and posting results.
- Outline how medals will be presented.

5. Accommodation and Meals

The quality of an athlete's accommodation is critical to their performance. It is important to provide the appropriate care, comfort and safety for all participants based on the following requirements.

Athletes, Coaches, Managers will reside within proximity to one another creating an Athletes Village atmosphere (i.e. University housing, etc.).

Coaches and Managers can share rooms with athletes of the same gender in a dormitory style setting, in which case two or more adults may be accommodated in a dormitory with minors. The Host must be able to provide at minimum - mattresses/cots - subject to approval by ASWCO.

- All linens must be provided by the host community.



- In a standard room at a hotel, one person per bed with a maximum of three per room.
- Due to varied sport schedules no more than one team or sport can be roomed together i.e. participants must be separated by sport, team, or region (where possible).
- Participants must be separated by gender within rooms. Genders must be separated by floor.
- Accommodations must be made available to participants for the duration of the Games (Opening Ceremonies to completion of their competition).
- Identify an accommodation plan for family and friends of the participants so they can come to enjoy the experience.

Athlete performances are very dependent on the quality and quantity of food they receive. As many sports competition schedules differ, it is important to be flexible to meet the needs of all sports. It is also important that all meals are well balanced and nutritious. Plenty of water must be made available as well.

ASWCO requires all host communities to provide three meals per day. A final menu will be approved in by the host community and ASWCO together.

Bid Submission Requirements:

- Identify proposed location(s) for the Athletes Village.
- Identify accommodation location(s) on a venue map.
- Address all requirements outlined above and how they will be taken into account when selecting accommodations.
- Identify the number of fully and partially accessible rooms.
- Provide a meal plan for all registered participants, officials and volunteers.

6. Transportation

External Transportation – All participants are responsible for organizing their own external transportation to/from the Games but the GOC will be required to provide transportation for all participants during the Games. It is the responsibility of the GOC to make all necessary transportation arrangements to and from venues and ceremonies for accredited Games participants. The internal transportation schedule must take into account the competition schedule of the sports and what would provide an optimal competition environment for the athletes.

Bid Submission Requirements:

- Provide a transportation plan for registered participants from accommodations to sport venues and ceremonies.
- Within the transportation plan, identify the closest airport, train and bus station and how participants will be transported to and from each location.



7. Volunteers

No event can be successful without the support of numerous volunteers in the community. In hosting the Games, the GOC must have an organized plan to recruit, train, schedule and recognize the efforts of the volunteers throughout the Games.

Bid Submission Requirements:

- A plan to recruit, train, coordinate and recognize Games volunteers.
- Outline a meal plan for volunteers (volunteers working over a certain number of hours and/or over a meal time must be fed).
- A plan to do police checks and screen all volunteers who will be working in direct contact with Games participants.
- Identify local sport groups or clubs that would have volunteers available to provide technical support during the Games.
- *Note: ASWCO will also work with Provincial Sport Organizations (PSOs) for the purposes of technical support.*

8. Marketing & Communications

An important part of any event is awareness building within the community and Province-wide. This is accomplished through a comprehensive marketing and communications plan. This can be done through television, radio and/or print ads, website and much more. In addition, this area would work directly with Sport Technical services and results in the development of a plan to appropriately distribute information while the Games are ongoing.

Bid Requirements:

- Provide a high-level local Marketing and Communications strategy.
- Identify a Media and Communication Centre location and set up.
- Include a Media Plan.
- Include any past successes of a Revenue Generation Plan (sponsorship, grants, 50/50 raffle, merchandise sales, etc.).

9. Special Events

The Opening Ceremonies is an opportunity for the GOC to be creative and set the tone for the Games.

For many athletes the Games is one of the highlights of their athletic career and this is an opportunity to recognize them and their achievements. In addition, it is also an opportunity to recognize the support of sponsors, family and the community for everything they have done to make the event possible.

Bid Submission Requirements:

- Identify suggested programs and a proposed venue for the Opening Ceremonies & Closing Ceremonies.



- Provide a plan for a VIP / Honoured Guests Reception during the event.
- Outline how medals will be presented.
- Identify if any other special events are planned (i.e. banquet, BBQ, dances, cultural celebrations).

10. Registration & Accreditation

The GOC is responsible for organizing registration location/office throughout the games. AWSCO will provide an online registration and accreditation service that may be utilized for all participants across all sports. It is the responsibility of the GOC to integrate this service into all logistics, venue plans, security, and all other Games services.

It is our goal to ensure the registration and accreditations process is a simple and quick process. It is equally important that all participants, volunteers, medical staff, etc. are properly identified and accredited in order to participate in the Games. On-site registration is the first impression participants have of the Games; therefore an effective and efficient plan will have a positive impact.

Bid Submission Requirements:

- Identify plans for Games registration including athletes, volunteers, VIPs and media.
- Provide a plan for on-site registration and accreditation including venues, etc.

11. Medical and Security

The need for medical and security support during any Games is essential. It is important to develop a plan for medical emergencies and for keeping participants safe.

Medical services (ie. St. John's Ambulance or first responders) must be available on-site at all competitions.

Bid Submission Requirements:

- Provide an overall medical plan for the Games including:
 - Identify medical suppliers in the community that have committed their support to the Games (i.e. – physio and athletic therapists, doctors, etc).
 - Identify local hospitals and medical services available in the community.
 - Identify plans for any other medical support provided (i.e. Physio/Massage clinics at Athlete's Village).

12. Green Games

AWSCO encourages the Host Community to strive towards making the Games an environmentally sustainable Games. There are many steps that can be taken to move in this direction. It is important to look at the possible options available to make the Games more environmentally friendly.

Bid Submission Requirements:

- Identify plans to make the Games a green one for all those participating.



- Identify any current environmentally friendly initiatives within your community which could be applied to the Games.

13. Legacy

ASWCO recognizes that these Games can have an impact on the future of sport and physical activity in the Host Community. Within your bid, please provide a detailed plan on how a legacy would be directed within your community after the event is completed.

ASWCO, in partnership with our host community, will approve the final legacy plan after award of the bid. The bid plan however, will be used to provide direction and show the site selection committee where bid groups see their legacy being directed after the Games. Examples of legacy could include new programs delivered in the community, the donation of remaining equipment to a local Indigenous organization or community, or the plan to host a training and certification clinic for volunteers who wish to become coaches.

Legacy funds will be held by ASWCO and provided to the Host Community in accordance with the timelines that are developed by the local GOC and ASWCO.

Bid Submission Requirements:

- Identify potential legacy programs and plans following the hosting of the Games.

Conclusion

All bids must be received by ASWCO by 5:00PM Eastern Time on September 28, 2018. **No late submissions will be accepted.** Those communities selected for a site visit will be responsible for incurring all costs related to the site visit and must be prepared to host the SRC during the month of October.

Bids can be submitted electronically to info@aswco.ca.

ASWCO Bid Review Committee
c/o Keir Johnston, Manager, High Performance
Aboriginal Sport and Wellness Council of Ontario
1090 Aerowood Drive, Unit #1A
Mississauga, ON L4W 1Y5

ASWCO thanks all communities for their interest in the Ontario Indigenous Summer Games.