



# 2022 & 2023 U.S. Collegiate Figure Skating Championships & Invitational

## Bid Information & Guidelines

### 2022 PROPOSED DATES

Week of July 18 -24, 2022

Week of July 25 – 31, 2022

Week of August 1 – 7, 2022

### 2023 PROPOSED DATES

Week of July 17 -23, 2023

Week of July 24 – 30, 2023

Week of July 31 – August 6, 2023

If you would like to propose event dates in July or August that fall outside of those listed above, please email [events@usfigureskating.org](mailto:events@usfigureskating.org).

### **CONTACT:**

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## 2022 U.S. COLLEGIATE FIGURE SKATING CHAMPIONSHIPS & INVITATIONAL - BID INFORMATION

### OVERVIEW

The longest running of all the collegiate programs, this competition started in 1986 and held late summer each year. Collegiate athletes from all over the country look forward to this event. This is the only individual competition open exclusively to college students! This competition takes place in two parts as outlined below and may be held in conjunction with an existing nonqualifying competition.

#### U.S. Collegiate Championships\*:

Open to full-time college students, recent college graduates, or full-time graduate students at the junior and senior levels for men's and ladies' events. Scholarships totaling \$17,000 are awarded to the top finishers in the men and ladies events.

#### 2020 Scholarship Allocations:

##### Senior Ladies Scholarships

- 1<sup>st</sup> Place: \$4,000
- 2<sup>nd</sup> Place: \$2,000
- 3<sup>rd</sup> Place: \$1,000

##### Junior Ladies Scholarships

- 1<sup>st</sup> Place: \$1,000
- 2<sup>nd</sup> Place: \$500

##### Senior Men's Scholarships

- 1<sup>st</sup> Place: \$4,000
- 2<sup>nd</sup> Place: \$2,000
- 3<sup>rd</sup> Place: \$1,000

##### Junior Men's Scholarships

- 1<sup>st</sup> Place: \$1,000
- 2<sup>nd</sup> Place: \$500

#### U.S. Collegiate Invitational:

Open to any student actively enrolled in an accredited higher education program and includes the following events:

- Short Program – juvenile, intermediate, novice
- Excel Free Skate – high beginner, pre-preliminary, preliminary plus, pre-juvenile, juvenile, intermediate, novice, junior, senior
- Solo Pattern Dance – preliminary, pre-bronze, bronze, pre-silver, silver, pre-gold, gold, international
- Solo Free Dance – juvenile, intermediate, novice, junior, senior

\*Pending 2022 Governing Council: intermediate and novice singles will be removed from the Championships and only offered as a part of the invitational. If this item does not pass, the short program events will be removed for intermediate and novice from the invitational. Pairs and dance events (traditionally no entries) will be removed entirely and the competition will only be offered to singles.

### ENTRY INFORMATION

U.S. Collegiate Figure Skating Championships Competitor Data at close of entries (June 15):

Event	2013	2014	2015	2016	2017	2018	2019	2021
Intermediate Ladies *	N/A	N/A	N/A	N/A	7	3	0	2
Intermediate Men *	N/A	N/A	N/A	N/A	0	0	0	
Novice Ladies*	N/A	N/A	N/A	N/A	16	8	4	12
Novice Men*	N/A	N/A	N/A	N/A	2	0	2	3
Junior Ladies	12	9	10	13	13	6	12	14
Junior Men	0	3	4	2	2	2	3	2
Senior Ladies	30	40	46	20	26	22	23	39
Senior Men	6	7	6	1	2	1	5	7
<b>TOTAL # COMPETITORS</b>	<b>48</b>	<b>59</b>	<b>66</b>	<b>36</b>	<b>74</b>	<b>42</b>	<b>49</b>	<b>79</b>

\*2017 was the first time Intermediate and Novice events were offered.

\*\*No event was held in 2020 due to the COVID-19 Pandemic.

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Sample entries for Invitational (based on most recent Intercollegiate Final):

Excel High Beginner	12
Excel High Beginner (MEN)	
Excel Pre-Preliminary	15
Excel Pre-Preliminary (MEN)	
Excel Preliminary	17
Excel Preliminary (Men)	
Excel Preliminary Plus	5
Excel Preliminary Plus (Men)	
Excel Pre-Juvenile	19
Excel Pre-Juvenile Plus	2
Excel Juvenile	20
Excel Juvenile (Men)	
Excel Juvenile Plus	3
Juvenile Short Program	11
Preliminary Pattern Dance	27
Pre-Bronze Pattern Dance	11
Bronze Pattern Dance	12
Pre-Silver Pattern Dance	8
Silver Pattern Dance	15
Pre-Gold Pattern Dance	12
Gold Pattern Dance	17
International Pattern Dance	19
Juvenile Solo Free Dance	4
Intermediate Solo Free Dance	15
Novice Solo Free Dance	15
Junior Solo Free Dance	6
Senior Solo Free Dance	17
Total Number of Skater Entries	282

### COMPETITION DATES:

The U.S. Collegiate Figure Skating Championships should be conducted over 2-3 days. U.S. Figure Skating will finalize the dates with the local organizing committee (LOC) after the host is selected.

The Collegiate Championships may be conducted in conjunction with a nonqualifying competition (and is recommended) but is subject to the approval of U.S. Figure Skating. All administrative aspects of these events must be handled by the host club. The Collegiate Championships will be required to have their own, assigned panel of officials. Assigned officials may be asked to officiate the nonqualifying competition, but are not required to cover both events.

### BIDDING ON THIS EVENT

#### TIMELINE FOR SUBMISSION

##### **2022 Bid Dates**

February 2022  
April 1, 2022  
April 2 – 20, 2022  
Week of Apr. 23, 2022  
May 15, 2022

##### **2023 Bid Dates**

February 2022  
June 1, 2022  
June 2 – 30, 2022  
July 2022  
May 15, 2023

##### **Date Details**

Bid information made available to clubs and cities  
Deadline to submit completed bid packages  
U.S. Figure Skating reviews finalist bid clubs and cities  
U.S. Figure Skating announces host club and city.  
Registration Opens

## **2022 U.S. COLLEGIATE FIGURE SKATING CHAMPIONSHIPS & INVITATIONAL - BID INFORMATION**

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### **BID REQUIREMENTS**

U.S. Figure Skating is the national governing body (NGB) for the sport of figure skating as recognized by the U.S. Olympic and Paralympic Committee (USOPC). To maintain our certification as an NGB, U.S. Figure Skating is required to comply with the USOPC certification program.

Beginning January 1, 2022, part of the NGB Compliance Standards include U.S. Figure Skating oversight of event sanctioning and specifically that competitions must follow the appropriate NGB's standards for qualified officials, the provision of recording or appropriate records, have proper medical supervision for all participating athletes, and that all policies, and requirements for the U.S. Center for SafeSport are followed.

The LOC is defined as a U.S. Figure Skating member club, convention and visitor's bureau, sports commission or any combination of these organizations. The LOC will serve as the local hosts of the championships under the direction of U.S. Figure Skating.

Following selection of a host site, a team constituting the U.S. Figure Skating Events Department, Athlete Development Managers, the LOC chair and any designated co-chairs/committee chairs, chief referee and chair of the Competitions Committee will implement the terms of the U.S. Collegiate Figure Skating Championships Agreement to Host.

The Agreement to Host will serve as the final hosting document and supersedes any previous communication including the bid information documents in hosting the competition. Any interpretation of the contract by the management team shall be considered final.

After being awarded a qualifying competition in accordance with the U.S. Figure Skating regulations, the LOC agrees to abide by the Agreement to Host, the latest U.S. Figure Skating Rulebook, including all costs and any changes/updates (but not limited to the Agreement to Host) resulting from the most current Governing Council.

All bid presentations should consider the following points:

### **REQUIREMENTS TO HOST**

1. Accessibility of city by air and car
2. Ability to generate an adequate volunteer contingent to staff all competition committees.
3. Successful event management experience may include but not be limited to the following:
  - U.S. Figure Skating nonqualifying competitions (required)
  - U.S. Figure Skating qualifying competitions (preferred)
4. Financial support to help offset competition expenses, either through value-in-kind (hospitality and meals, office supplies) or cash contributions.
5. The organizer/LOC must comply with all U.S. Figure Skating sponsorship, media and videographer requirements as instructed.
6. Understanding and agreement to abide by [U.S. Figure Skating's SkateSafe policies](#) and requirements and appoint a SafeSport compliance chair for the competition.
7. Agree to U.S. Figure Skating Event [Medical Standard of Care](#) Requirements and appoint an event medical chair to assure all requirements are met.
8. The LOC must utilize the official title and logo in all marketing efforts. U.S. Figure Skating has the resources to assist in the creation of the event logo (eliminates a cost normally incurred by the LOC).
9. The LOC is required to sign an official Agreement to Host with U.S. Figure Skating outlining all responsibilities and details.
10. After the provisional sanction to host the event is awarded, the following contingencies must be met by the LOC:
  - Executed Agreement to Host between the LOC and U.S. Figure Skating
  - Executed contract between the LOC and the competition arena, specifying any and all contractual obligations and expenses, subject to the advance approval of U.S. Figure Skating
  - Executed contract between the LOC and the official hotel(s), subject to the advance approval of U.S. Figure Skating

## **2022 U.S. COLLEGIATE FIGURE SKATING CHAMPIONSHIPS & INVITATIONAL - BID INFORMATION**

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- Executed contracts with secondary/practice arenas, subject to advance approval of U.S. Figure Skating

### **VENUE SPECIFICATIONS AND REQUIREMENTS**

1. Ice Surfaces: One surface is required.
2. Dedicated high-speed Internet line (cable, T1 or DSL) to judges' stand solely for the use of the Live Scoring results system
3. Size: 85' x 200' (NHL-preferred) or 100' x 200' (Olympic-acceptable)
4. Seating: 150+ main competition arena
5. Function Areas: Working rooms (areas on event/concourse level) for accounting, officials, LOC staff and other event logistical needs
6. Access to high-speed Internet (line or wireless) to be used by the assigned accountants.
7. A high-performance copier and computer equipment for accounting may need to be rented or donated. The chief accountant will provide the LOC with specific accounting room requirements.
8. Wireless high-speed Internet is highly recommended throughout the competition venue.

### **OFFICIAL HOTELS**

1. Sleeping rooms: Estimated 200 - 300 rooms for three nights. This includes competitors and officials. Negotiate a rate at the selected official hotels that includes a rebate on each room night to the LOC or discounted rates for the officials.
2. Meeting rooms: Complimentary access to one meeting room at the designated host hotel for the event to be used for officials meeting and, if the LOC chooses, a reception for officials.

### **BUDGET PARAMETERS**

- The LOC, with the approval of U.S. Figure Skating, will develop the final expense and revenue budget for the Collegiate Championships.
- Entry fees for all skaters entering qualifying competitions have been standardized. The local organizing committee will receive entry fees based on those competitors entered at the close of entries. Entry fees are as follows:
  - \$250 per qualifying entry (includes short program and free skate)
  - \$175 for the first nonqualifying event (no combined events, only individual segments)
  - \$75 for each subsequent nonqualifying event
- The budget should account for the printing and shipment of U.S. Figure Skating required rink board signage. The budget should also account for the shipment of U.S. Figure Skating issued awards.
- The budget should account for 15-18 U.S. Figure Skating-assigned officials (including but not limited to judges, referees, technical panel, accountants and music techs). \*PLEASE NOTE; this number may vary dependent upon entries.
- Expenses are to include but not limited to travel, meals and lodging for the officials (gifts and dinner are optional) and the overall cost of both the competition and practice venues.
- Competitor's party, if held, is at the expense of the LOC. Ideally, this function should be fully sponsored as to not become an expense of the LOC. However, with the current competition schedule, the hosting of such an event may not be in the club's best interest.
- All competitors and one designated coach (a member of U.S. Figure Skating and the PSA, holds current coaches' registration and meets the CER requirements) are entitled to receive free credentials. Additional coach credentials may be purchased for an amount determined by the LOC and approved by U.S. Figure Skating.
- The LOC will retain all revenue generated from local cash sponsorships procured solely by the organizing committee.
- The LOC will retain all revenue generated from community/government grants.
- The LOC will keep any monies received from any approved local cash sponsor or leftover items from approved local "value-in-kind" (products or services without cash value) sponsors.

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### Submitting A Bid Online Through The Event Management System

Bid applications are available via [www.usfsaonline.org](http://www.usfsaonline.org) by the following members of U.S. Figure Skating Clubs and/or Interclub Councils – president, vice president, secretary, treasurer, or sanction chair.

Questions regarding the EMS bid application process should be directed to [productsupport@usfigureskating.org](mailto:productsupport@usfigureskating.org).

1. Login to [www.usfsaonline.org](http://www.usfsaonline.org) using your member number and password.
2. Click the blue EMS button.
3. Select "Club: Sanctions, Applications, & Bids"
4. Choose the "Bids" section tab.
5. Click "+ New Bid".
6. Click each section header to expand and submit information.
7. Be sure to save often! Once all information is provided within the bid, click "Submit"!

\*If you have any supplemental items you would like to submit with your bid that do not fit into the required fields, please email them to Megan Romeo at [mromeo@usfigureskating.org](mailto:mromeo@usfigureskating.org).

### REMINDERS: TIMELINE FOR SUBMISSION

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