



US Lacrosse U-15 Youth Festival Request for Proposal

About US Lacrosse

US Lacrosse was founded on January 1, 1998, as the national governing body of men's and women's lacrosse. The mission of US Lacrosse is to ensure a unified and responsive organization that develops and promotes the sport by providing services to its members and programs to inspire participation, while preserving the integrity of the game.

US Lacrosse is accomplishing that mission, serving more than 160,000 members through numerous programs and services. US Lacrosse is expanding education programs for coaches, officials and players; promoting the sport through Lacrosse Magazine, player/team development, its web site (www.uslacrosse.org) and numerous events around the country; and securing the sport's future through a comprehensive insurance program, injury research and maintaining sportsmanship through a national code of conduct and a partnership with the Positive Coaching Alliance.

The US Lacrosse national headquarters are located in Baltimore, and feature a three-story administrative center, as well as the Lacrosse Museum and National Hall of Fame. US Lacrosse currently employs 35 staff at its national office, and benefits from regular volunteer and intern assistance.

Event Description

A national U-15 gathering of US Lacrosse chapter representative teams who come together to participate in this event. The festival format has been adopted to emphasize the joy of competition rather than singling out a winner. Each team (approximately 60) is scheduled to play 5 games each in a round robin format. Fields are generally in use from 4:00pm – 7:00pm on Friday, 8:00am – 6:00pm on Saturday and 8:00am – 12:00pm on Sunday.

The Mission

The US Lacrosse Youth Festival is an opportunity for boys and girls youth lacrosse players in the eighth grade or below, from around the country, to participate in a national lacrosse event. The goal of this youth lacrosse event is to emphasize participation, geographic diversity, sportsmanship and friendship rather than crowning a champion.

The US Lacrosse Youth Festival is not just another youth lacrosse tournament. It's about camaraderie, it's about meeting people, and it's about participation and education. Most importantly it's about having FUN! No trophies are awarded but everyone goes home a winner.

Target Audience

U-15 boys and girls from each US Lacrosse chapter.

Expected attendance

60 + teams of 24 players and 4 chaperones along with 30 – 35 staff and volunteers
Approximately 1600 participants minimum. Parents and friends of the participants also will attend. Projected total attendance is 3500 plus.

Proposed Dates of Event

June 23-25, 2006

History of sites used for this event

Towson University – Towson, MD

RPI – Troy, NY

University of Massachusetts – Amherst, MA

Binghamton University – Binghamton, NY

Event Requirements

- Transportation: Accessible and affordable airport facilities nearby. Also bus/van rental facilities in the area.
 - Please list closest major airport and distance from facility:
 - Other airports and distance from facility:
- Registration area: Must have adequate indoor facilities for registering 60 + teams
- Field space: 12 – 15 full size contiguous fields
 - Warm Up space for teams is required
 - All weather fields on-site are preferred but optional
 - On-site lighted fields are preferred but optional
- Games management:
 - 12 – 15 sets of legal goals and nets
 - Golf Carts
 - Water stations
 - PA system
 - Toilets
 - Trainers – including one 24 hour person on campus
 - Trash receptacles
 - Food vendor for on-field concessions
 - Walkie Talkies
 - Games management headquarters
 - Referee/Umpire tent
 - First Aid/Trainer tents
- Marketing and Sponsorship:
 - List possible resources that the venue can make available to this event, either directly or through relationships, to market and promote the event. (i.e. e-mail database, sports club or camp newsletters, local event calendar, local media including radio, television and print)
 - List any venue sponsors and/or vendor agreements that will prohibit or restrict US Lacrosse from displaying brand messages on site (i.e. banners, field signs, etc.) selling product (i.e. food, beverage, clothing, etc.) or otherwise limit any marketing, advertising or promotional activities surrounding our event, including the ability to mention the venue in promotion and advertising of the event.
- Accommodation: University campus setting utilizing dorm space for housing up to 1600 participants and staff with enough flexibility to adequately separate boys from girls. Provide adequate linen (pillow, pillow case, top sheet, fitted sheet, blanket, wash cloth

and bar of soap) in all rooms. Also available off campus housing near by for teams wishing to stay in hotels.

- Please list closest hotels and distance from facility:
- Food & Beverage: Cafeteria style dining facilities that can accommodate up to 1600 people for 3 meals per day. Also off campus restaurant facilities for teams electing to stay off campus.
 - Please list closest off campus dining options:
- Parking: Must have parking available each day for approximately 800 vehicles in close proximity to the playing fields and the housing facility.
 - Parking attendants to insure traffic flow moves properly
- Social Activity facility: Accessible facilities to hold a Saturday evening entertainment event for all participants, preferably indoors.
- Vendor Village: Have a minimum area of 40' x 100' available that can be tented and include an electrical generator.
 - Vehicle access for loading and unloading in this area
 - Parking for vendor vehicles in close proximity to this area
 - Tables
 - Chairs
- EMT Services: EMT and ambulance accessibility with mobile defibrillator.
- Concierge Services on site.
- Facilities available to conduct PCA clinics on Friday, with seating accommodating between 600-800 people. Micro-Phone and podium will be needed.
- Contingency plan needs:
 - Off site alternative fields and/or all weather field access in close proximity to campus
 - Campus facilities available to conduct clinics and/or show movies
 - Campus swimming facility available
 - Campus student union available
 - Additional space as necessary
 - Hotline number for event updates

Request for References

Please provide contact information for two groups who have used your facility in the past year

Submission Deadline

6/1/05

Basis for Award of Contract

Lowest bid from the facility that meets all basic event requirements.

Award Date

7/1/05

Submit Proposal To:

US Lacrosse
Special Events Department
113 W University Parkway
Baltimore, MD 21210