

 **CHAMPION YOUR CITY.**



NCAA® SITE SELECTION PROCESS AND INFORMATION



2019-2020 NCAA DIVISION III
MEN'S AND WOMEN'S DIVING REGIONALS
SPORT SPECIFIC INFORMATION





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IN THE EVENT OF ANY CONFLICT OR INCONSISTENCY BETWEEN THE SPECIFICATIONS THAT FOLLOW AND ANY SUCH SPECIFICATIONS IN THE HOST CITY BID SPECIFICATIONS DOCUMENT, THE FORMER SHALL PREVAIL AND GOVERN THE MATTER.

SECTION I: INTRODUCTION





The National Collegiate Athletic Association (“NCAA” and/or “Association”) is pleased to provide to member institutions/conferences the opportunity to submit a proposal to host one or more NCAA Diving Regionals through the 2019-2020 academic years.

The information contained in this document and the accompanying attachments provides the minimum bid specifications for hosting this event, as well as essential information that will provide assistance in the development of a creative, comprehensive and competitive bid proposal. The NCAA awards the privilege of hosting an NCAA championship to institutions’ several years in advance so those communities may work collaboratively with the NCAA to create positive experiences for its student-athletes, participating institutions, fans and the community.

A member institution or member conference of the NCAA must be designated as the host institution/conference for the championship. The administration of the championship is under the authority of the DIII Men’s and Women’s Swimming and Diving Committee, subject to final authority of the appropriate NCAA DIII Championships Committee. All activities and events associated with the competition are to be approved by the sports committee.

SECTION II: CHAMPIONSHIP STRUCTURE





DATE FORMULAS FOR REGIONAL COMPETITION	
Combined Men's & Women's Diving Regional	Friday and Saturday, three weeks prior to Championships competition

Available dates for bid for the diving regionals are as follows:

March 1-2, 2019

February 28-29, 2020

The regional competition provides an opportunity for divers to qualify for participation in the championships. Each of the four regionals will be allocated a fixed number of qualifiers to ensure equitable access opportunities. The number of divers competing at each regional will be divided by the number of total divers, multiplied by 24 to determine the ratio at which each regional is allocated spots in the championships.

Four regional diving locations exist in predetermined regions, based on DIII sport regions as follows:

- Central Region
- Midwest/South/West Regional
- Northeast/North Regional
- Northeast/South Regional

Please refer to the Division III Swimming and Diving Pre-Championships Manual for a list of institutions by region which sponsor swimming and diving (www.NCAA.org, select Division III championships, swimming and diving).

SECTION III: GENERAL FACILITY REQUIREMENTS





1. The Americans with Disabilities Act, which went into effect January 26, 1992, requires that public establishments offer equal access and services to people who are physically and mentally disabled. The facility must agree that it will be in compliance with all applicable city, state or federal regulations concerning access and seating for people with disabilities.
2. It is preferred the facility has (2) 1-meter and (2) 3- meter springboards.
3. The facility must be available no later than 9 a.m. Friday preceding the competition through the conclusion of the championships for the purpose of preparing for, practicing for and conducting the competition.
4. The host and facility agree that the facility shall be clean and accessible, and playing conditions must be safe and of championships caliber.
5. The NCAA specifically disclaims any responsibility to investigate the safety or code compliance of the facility and parking lots or the component products, equipment, materials, designs and constructions.
6. The facility shall be in accordance with the current NCAA Swimming & Diving Rules as far in advance as possible, but in no event later than Monday before the competition.
7. The host must provide an individual who can effectively run the Dive Meets Meet Management Software utilized during competition. Support and training will be provided by a Dive Meets representative as needed by regionals host personnel.
8. The facility must have a comprehensive evacuation plan in case of emergencies.
9. The facility must provide the following additional space at its expense with all areas subject to the approval of the NCAA:
 - a. First aid/medical/athletic training area for student-athletes.
 - b. A room, or locker room, for drug testing, with a waiting area and restroom facilities. The room must be large enough to accommodate up to 10 people at once with a restroom facility for each gender.
 - c. Minimum of two locker rooms available for student-athletes- one per gender.
10. The facility shall designate a parking area large enough to accommodate participating student-athletes and meet personnel. Parking passes, if applicable, should be provided for participating institutions and meet personnel. Maps and parking fee information should be provided to all participants.
11. The facility shall be responsible for and pay the costs of the coordination and installation of official NCAA championship signage.



- 12. The facility shall provide a scoreboard with the capability to interface with diving programs, score cards, or electronic pads in order to display diving scores.

The prospective host that is bidding on this championship agrees to all terms and conditions as outlined above in this Championship Bid Specifications Agreement. We agree to comply with all the requirements listed in this document and to administer the designated championship in accordance with the policies of the NCAA and the applicable NCAA sports committee. Prospective hosts that agree with all the requirements listed in this document for the designated championship shall signify agreement by selecting “Yes” below.

YES NO NO with Exception

Prospective hosts who do not agree with all requirements in this document shall select either “No” or “No with Exception” and declare any issues and/or exceptions regarding the aforementioned terms. Please note: any proposed revisions to the language in this document must be specified in the bidding portal to be considered.



SECTION IV: LODGING AND TRANSPORTATION

Participating institutions are responsible for all lodging and transportation expenses incurred during participation in a diving regional. The host is required to provide information on hotel and restaurant options in the area to all coaches within their region via their institutions website and/or email communication.





SECTION V: NCAA/HOST RESPONSIBILITY

NCAA PROVIDES:

1. Funding in the form of a \$2,400 stipend to help offset the cost of hosting the event.
2. Transportation, lodging (room and tax) and per diem for the NCAA site representative.
3. NCAA basic signage package.
4. Event 1 merchandise.
5. Dive Meets program (if not already utilized by the institution).

HOST INSTITUTION/CONFERENCE AND/OR SPONSORING AGENCY PROVIDES:

1. Facilities.
2. Volunteers.
3. Lifeguards.
4. First aid/medical services/AED on-site/EMS on-site (ambulance onsite if located more than 5 minutes from site).
5. Food/beverage concessions (optional).
6. Electronic judging system.
7. Public address system.
8. Support personnel.
9. Security.
10. Ticket operations personnel.
11. Appropriate directional signage within and outside the venue.
12. Other items as later requested by the NCAA.



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SECTION VI: TENTATIVE SCHEDULE OF EVENTS

On Friday, the pool will be open to all competitors by 9 a.m., with the first competition set to begin by 2 p.m., local time. Both men and women will compete in a combined event on opposite boards. In the event a region has more than 36 combined men and women divers, the events will be split. All events will be a finals-only 11-dive format (optionals first).

If the meet is split, there will be a one hour and fifteen minute warm up between the contests with three flights of twenty minutes each, plus a fifteen minute open board warm up. Flighted warm ups shall commence after the conclusion of open warm ups.

The host institution will randomly select schools for each flighted warm up for each event. At the conclusion of the contest, the pool will remain open for at least one hour and up to three hours for practice. On Saturday, the pool will open by 8:30 a.m. local time with the second set of events to begin at noon local time.

EVENT ORDER: To be rotated yearly, to ensure one board is not favored in a given region over time.

ODD YEARS	DAY 1	DAY 2
Regions 1 & 3	Women 1M & Men 3M	Women 3M & Men 1M
Regions 2 & 4	Women 3M & Men 1M	Women 1M & Men 3M
EVEN YEARS	DAY 1	DAY 2
Regions 1 & 3	Men 1M & Women 3M	Men 3M & Women 1M
Regions 2 & 4	Men 3M & Women 1M	Men 1M & Women 3M



SECTION VII: VOLUNTEER NEEDS

The host shall secure an adequate number of volunteers to conduct the regionals at championship caliber. Coaches of participating schools shall serve as officials for the competition.



SECTION VII: AGREEMENT TO TERMS AND CONDITIONS

PLEASE NOTE: The Division III Swimming & Diving Committee will consider bids for multiple years and/or single year bids. Please indicate the year(s) in which you are interested in serving as host:

2019 (March 1-2)

2020 (Feb. 28-29)

The championship host agrees to all terms and conditions as outlined above in the Championship Bid Specifications Agreement.

Agree

Disagree

In addition to this form please submit the following:

- key contact form
- proposed budget and financial report

SIGNED:

Sponsoring Agency Representative

Agency

Address (Please list street, city, state and zip code for overnight mail.)

Telephone Number (____) _____

Facsimile Number (____) _____

Email: _____

