



IFSS CHAMPIONSHIPS AND MASTERS APPLICATION PROCEDURE (Rev. June 2021)

The World and Continental Championships/Masters are IFSS events. The IFSS delegates the technical organization to a local association (Voting National Member or local club). No decision regarding the event can be made without the prior approval of the IFSS. The purpose of these guidelines is to define the information required for the World or Continental Championships/Masters bids to be presented to the IFSS Council and the Accreditation Committee and the schedule for their review and approval. The Accreditation Committee will make recommendations to the Council based on the information provided by the Applicants.

- 1.1. The information listed below shall be provided as detailed as possible by the Voting National Member Applicant.
- 1.2. An informal pre-application, including partial information, can be sent early to inform the Accreditation Committee of the applicant's intention, but the application shall not be approved by the Accreditation Committee before the complete application is provided.
- 1.3. The information shall be sent by electronic mail in an easily readable format (e.g., MSWord, pdf, Power Point) to the Vice President of Sport and to the concerned Continental Director for Continental Championship/Master application.

A. TECHNICAL AND ORGANIZATIONAL REQUIREMENTS

A.1. Race site minimum information required for the event:

- Type of Championships/Masters (World or Continental Championships/Masters) and classes considered (see IFSS Championships/Masters Regulations, Chapter K);
- Diagrams of the trails or maps with distances and elevation for each class;
- Trails' width and list of hot spots (difficulties requiring special attention);
- Grooming equipment - type and size; (for on snow Championships/Masters);
- Number of snowmobiles or other equipment (for on snow Championships/Masters) or quads or other equipment (for Dryland Championships/Masters) available to prepare the trails before the race and during the race and to shuttle persons on the race trail to checkpoints;
- First aid equipment and personnel available on site;
- Estimated number of volunteers needed and available;
- Type and availability of trail marking equipment;
- Parking/stake-out areas (diagram with size and distance from start and finish lines);
- Maximum number of possible participants (based on size of the parking area and hours of racing);
- Availability of conveniences at race site(s), where, how many (restaurants, toilets, water) waxing station (on snow event) wash station (dryland event);
- Communication resources - internet/Wi-Fi/phones;

- Location and building/structure type for the race office and secretariat;
- Location and building/structure type for the vet office and veterinary checks;
- Location and building/structure type for doping control (athletes and dogs);
- Spectator locations and description;
- Time keeping equipment to be used, including format for posting times (at race site & website);
- Location for team leader meetings;
- Previous race experiences on the proposed race site (type of race, number of participants, etc.);
- Previous race experiences of Applicant - key persons involved;
- Possible backup site in case of impossibility to use the race site due to weather conditions or other unforeseen conditions;
- Type of trail (sandy, forest trails, open fields, etc. – for Dryland Championships/Masters).

A.2. Hotels and transportation:

- Hotel(s) for officials (distance from the race site);
- Hotel(s) for the participants (distance from the race site) with additional information about those that will accommodate dogs/dog vehicles;
- Distance between race site and closest motorway/highway;
- Distance between race site and closest international airport or domestic airport connected to international airport (specify);
- Rental or loan (cars, vans, trucks) possibilities for transportation.

A.3. General information:

- Media package or plan (advertising, press conferences, TV and press coverage);
- Availability of dedicated website;
- Sustainability plan (plan to minimize negative impact and maximize positive impact of the event; (See ISO 20121)
- Sponsoring plan;
- IFSS visibility on the event site and on event related documents;
- Detailed event budget;
- Details of community support/type of community;

The above information may include pictures, diagrams, press releases, and other additional explanation. For World Championships/Masters it should be emailed to IFSS Vice President of Sport (sport@sleddogsport.net) and to the concerned Continental Director for Continental Championships/Masters. (See address list on the [IFSS website](#))

B. ACCREDITATION FEE

B.1. The entry fees may be shared between the organizer and the IFSS. Split to be agreed upon.

B.2. The applicant shall pay an accreditation fee depending on the number of classes organized in the Championships/Masters and to be agreed upon. Schedule of payment is to be mutually agreed. The fee is mainly used for IFSS officials travel expenses, for competitor travel support, especially for teams that come from overseas.

B.3. The applicant shall lodge and feed up to 10 officials designated by IFSS.

B.4. The applicant shall budget doping controls for a minimum of 10 dogs and 10 athletes.

B.5. Is the organizer willing/able to increase the travel support fund in order to sponsor more teams coming from overseas? If so, what amount could be expected?

C. SCHEDULE

C.1. The complete application shall be sent to the IFSS Vice President of Sport (for World Championships/Masters) or to the concerned Continental Director (for Continental Championships/Masters) at least two years before the event. The Vice President of Sport / The concerned Continental Director will send the bid to the IFSS Accreditation Committee.

C.2. The IFSS Accreditation Committee will review the applications, eventually asking for complementary information, and provide its recommendations to the Council not later than 1 month after receiving the full application.

C.3. A request to vote will be issued within two weeks after the Council has received the Accreditation Committee's comments and recommendations and will be voted on within two weeks after being issued.

C.4. The applicants will be informed of the Council's decision within a week after the end of the vote and a contract will be proposed by IFSS within one month after the decision has been officially announced.

C.5. The chosen organizer will have two months to sign the proposed contract. If the chosen organizer fails to do so, the IFSS reserves the right to withdraw the organizer's bid.

C.6. The applications will be reviewed in the order of receipt. The Accreditation Committee and the Council may choose the organizer before the deadline dates defined above.