

NCTTA 2007 Championship Bidding Guidelines

Updated by NCTTA Championship Committee May 1, 2006

Preface: NCTTA is a rapidly growing organization that is determined to promote collegiate table tennis across our country. NCTTA championship has been held annually since 2000 and its success has been and will always be dependent on the effort from all of our constituent school and executive board members. In short, it is everyone's responsibility. Moreover, a successful championship will be organized far in advance and is dependent on a fair and thorough bidding process. This bidding process shall adhere to the following guidelines and be transparent to all parties.

Timeline:

- 1) During and after the championship weekend, officers who will begin a preliminary discussion in planning for the next year's championship and vote on any changes to the bidding guidelines.
- 2) May 1, 2006 the bidding guidelines should be forwarded to all member schools by NCTTA President.
- 3) By June 15, 2006: All NCTTA bids must be submitted to president@nctta.org and vicepresident@nctta.org
- 4) June 16, 2006 Bids will be made public on NCTTA's forum:
<http://www.nctta.org/forum.html>
- 5) From June 16th to 22nd NCTTA Board of Directors and interested parties are encouraged to ask questions on the NCTTA Forum. The bidding process shall be transparent to all parties involved. Response to any inquiry into the process shall be provided in a timely manner by the board. All discussion regarding the championship sites shall be conducted on the NCTTA forum. **No** discussion can be made through the officer list-serve.
- 6) June 23rd midnight, NCTTA newly elected board will submit their votes electronically to president@nctta.org and vicepresident@nctta.org. If the president and vice-president have conflict of interest; a third executive board member will be appointed to receive votes as well.
- 7) Electronic votes are tallied and results revealed in one week's time. on NCTTA website. However, names of the people voting for each candidate shall be withheld unless an inquiry into the process is made.
- 8) Mid-October: A progress report in the planning of the championship shall be submitted by the host school.
- 9) Site Inspection shall be conducted by NCTTA Championship Committee in the Fall or Spring semester by February 1 at the latest.
- 10) Beginning of November: If the host school fails to make considerable progress in its planning, the executive board shall consider opening the bid to other schools.

Guidelines:

- 1) The championship is preferably to be held in conjunction with ACUI. During the bidding and open-discussion period, the ACUI director will be contacted by the board for any inputs and suggestions. However, if no mutually agreeable conditions can be made, NCTTA championship shall stand alone.
- 2) The NCTTA Championships consists of a Men's/Coed team event, Women's team event and Paralympic event.
- 3) For interested schools and or facility owners, please submit a completed application (downloaded from the Document section of our website).
- 4) NCTTA and the winning school bidder will enter into a contract for the championships one week after satisfactory completion of the site visit, at the latest.
- 5) It is the responsibility of the host school to notify the championship committee of any problem in the planning and preparation process. The committee will take whatever steps necessary to help.
- 9) The NCTTA championship shall be held over three days (Friday, Saturday and Sunday) of a designated weekend in April. Weekends before or after this date will only be considered in special case by case circumstances.
- 10) Financial issues: The NCTTA understands that without title and other sponsorship opportunities that the Championships would not be successful, but also in realizing this venture is a product owned and managed by NCTTA. NCTTA withholds the right to the Presented by title sponsorship in these championships. See attached contract for additional details.
- 11) A school cannot host more than 2 consecutive championships and cannot host more than 2 championships in a span of 4 years.