

USMS National Championship Bidding Process Frequently Asked Questions (FAQ)

Last Updated: October 16, 2021

1. How do I obtain a bid packet and bid application?

Please contact the Championship Committee Chair to receive a bid packet and bid application: Jim Clemmons, championship@usmastersswimming.org, 510-324-6729 (cell).

2. May I contact previous hosts?

Yes. Please contact the Championship Committee Chair for details (contact info above). You may also find contact information for various events through the [USMS Pool National Championship page](#).

3. How many swimmers have attended recent USMS Nationals?

<u>Year</u>	<u>Spring - Short Course</u>	<u>Summer - Long Course</u>
2012	Greensboro (1,864)	Omaha (1,257)
2013	Indy (1,633)	Mission Viejo (1,393)
2014	Santa Clara (2,249)	Maryland (1,024)
2015	San Antonio (1,888)	Cleveland (963)
2016	Greensboro (1,790)	Oregon (1,287)
2017	Riverside (2,026)	Minnesota (1,016)
2018	Indy (2,376)	Not held due to Pan Ams in Orlando
2019	Mesa (1,997)	Mission Viejo (1,391)
2021	Greensboro (859)	Cleveland (705)
<i>Historical Average</i>	<i>~ 2,000 swimmers</i>	<i>~ 1,200 swimmers</i>

**2020 not held and 2021 attendance limited due to COVID-19 pandemic*

4. Where will Nationals be held in 2022 and beyond?

2022 USMS Spring Nationals will be in San Antonio, TX (April 28 – May 1)) and 2022 USMS Summer Nationals will be in Richmond, VA (August 3-7). . At this time we are soliciting bids for 2023 USMS Spring & Summer.

5. Is there a bid fee required to host the Championships?

There is no fee or deposit required to bid. More information about bidding can be found on the [USMS Pool National Championship page](#). Please note bids are due December 1 for 2023 championships. The bid deadline was extended due to 2021 events being postponed. May 1 is the typical deadline for the meets to be held two-three years in the future (for instance, May 1, 2022 is the bid deadline for 2024 Spring & Summer Nationals).



6. Do you have any travel statistics for your participants?

Here are results from a post meet survey given to 2010 USMS Spring Nationals participants (Atlanta; 1975 swimmers):

- 73% stayed in a hotel, 5% stayed in the Georgia Tech dorm and 21% rented a car
- 3.5 was the average overnight stays (2 to a room was most common)
- 42% said they spent \$50 per day on food, merchandise & entertainment
- 19% said they spent \$51-\$60 per day on food, merchandise & entertainment
- 10% said they spent \$61-70 per day on food, merchandise & entertainment

7. What are the most important factors the Championship Committee will consider?

The Championship Committee first determines whether the facility can accommodate the meet. There are no hard requirements for number of lanes because every facility is unique. But certainly, the facility must be able to accommodate two simultaneous competition courses plus adequate warm up space for Spring Nationals (two courses not required for Summer Nationals). The bare minimum requirement is 16 competition plus 10 warm-up lanes for Spring Nationals, and 8 competition plus 6 warm-up lanes for Summer Nationals (warm-up lanes for both Championships are typically short course yards). A common complaint about USMS Nationals is inadequate warm-up space, so the more lanes the better! The committee also looks to move the meet around from year to year as much as is practical (for instance, we try not to have the same region of the country host Nationals several years in a row but sometimes we have to work with the bids at hand). The committee also looks strongly at the host's organizing committee structure and how much USMS Nationals can benefit local Masters swimming in that area. The preferred structure for the host committee is a facility representative as the meet director in charge of meet operations, local USMS club(s) providing support and volunteers, and the local sports commission and/or CVB coordinating hotels and social events.

8. Who runs the event?

The host organization that presents the bid runs the event. USMS provides at least one person from the Championship Committee to serve as liaison(s) to your meet. You are also provided with a Meet Directors Guide and the final reports from the four prior national championships. These reports generally include detailed "lessons learned" items (what worked well, what they would do differently, financial reports, etc.). The Championship Committee liaison is also a valuable resource for ideas and plans and he/she contacts you shortly after convention for ongoing communication and will make a site visit about 2-3 months prior to your event. USMS also helps with selecting key officials as noted below and appoints a liaison from the USMS Officials Committee to also assist with questions. USMS appoints national office staff representatives to help with items such as organizing and overseeing activities related to processing all entries and creating the meet program, developing the meet information and entry forms, calculating National Qualifying Times, producing event related



eNewsletters and coordinating national sponsors. The host provides the personnel to run the actual meet, e.g. timers, runners, registration area personnel, EMT coverage, hospitality, etc.

9. Who supplies the officials and how many are needed?

The following includes excerpts from the meet contract and rule book and gives a good overview of required officials. USMS works closely with you in selecting your four key officials from ones with whom you are familiar if possible, but we also have Masters Nationals experienced officials willing to travel to help with your meet.

There shall be a sufficient number of qualified officials to run a national championship meet as outlined in the meet director guide. The minimum number of officials on deck at all times include: one meet referee, one administrative official, one deck referee for each course, one starter for each course, one chief judge for each course, and sufficient stroke and turn judges to cover the size of each course. The Meet Referee has authority to specify the minimum number of stroke and turn officials required to achieve adequate coverage of jurisdictions on each course and ensure adequate rotation of officials during the meet for breaks of no less than 20 minutes every 90 minutes, but in no case shall there be fewer than four stroke and turn officials on each 25-yard courses and six for 50-meter courses.

COMPETITION MAY NOT BE ALLOWED TO PROCEED IF THIS REQUIREMENT IS NOT FULFILLED.

The Host shall provide transportation (i.e. airfare and ground transportation) for both the Meet Referee and Administrative official. The Host is encouraged to provide lodging for officials traveling from outside of the host LMSC or beyond reasonable commuting distance. A minimum of (5) double occupancy rooms for Officials (i.e. Meet Referee, Admin Referee, Head Starter, Team Lead Chief Judge, or others traveling to the meet) shall be provided at the same hotel for the duration of the meet. Rooms are to be distributed by the USMS Officials Committee. The USMS Officials Committee may be able to offer partial financial assistance for this.

To reduce overall travel costs, at least half of the total officials shall be from the local area. This also helps leave a legacy from USMS Nationals by training additional officials that can support future meets in the area.



10. How many volunteers are needed?

The following is from our Meet Director’s Guide for a typical 4 day meet:

Summary of Volunteer Needs (per shift – will vary depending on the number of lanes/courses):

Activity	Day Before	Day 1	Day 2	Day 3	Day 4
Registration	4-6	3-4	3	2	1
Solutions	2	2	2	2	1
Distance/Relay	2	2	2	2	1
Event Check-in	1	1	1	1	1
Souvenirs	2-3	2-3	2	2	1
Hospitality	2-4	8-10	8-10	8-10	8-10
Safety	2-4	4-8	4-8	4-8	4-8
Timing Operator	None	2	2	2	2
Hy-Tek (staffed by USMS)					
	None	1-2	1-2	1-2	1-2
Results	None	2	2	2	2
Awards	None	1-2	2-3	2-4	3-4
Timers per Course	None	20	20	20	20
Officials	None	10-12	10-12	10-12	10-12
Announcing	1	1-2	1-2	1-2	1-2
Approximate totals	~20+	~70+	~70+	~70+	~70+

11. Do you do 2-pool racing?

For a short course meet two courses are required due to the large number of participants. A separate warm-up area is also required. For long course championships, we do not require two courses, but still require a separate warm-up area. We have done long course meets with chase starts from both ends, but this always magnifies officiating and timer requirements.



12. Please clarify the bid process. How and when is the winning bid selected? What requirements are there for bidders presenting at the annual USAS convention?

The complete bid application and all required attachments are due no later than December 1 to the Championship Committee Chair (championship@usmastersswimming.org). Please submit your bid electronically by producing a single PDF and making it available on a file sharing site (e.g. Dropbox, Google, etc.).

The committee members will review the bids. Any questions or areas that need clarification will be sent to you for a response. Then a conference call will be set up with a subcommittee of the Championship Committee and any personnel from your host organization that you desire to be on the call. After interviewing the bidders and getting all questions answered about the facility, organization, etc, the subcommittee typically makes a recommendation to the entire Championship Committee as to which site(s) is favored and the entire committee will ultimately make their final. A formal announcement will not be made until the event contract is signed by all parties.

Winning bidders may receive up to \$10,000 from USMS within six months prior to the start of the event to pay for costs associated with hosting the national championship. This advance will be subtracted from entry fees payable to the host per the contract.