



BID GUIDE

UCI PARA-CYCLING TRACK WORLD CHAMPIONSHIPS

1 FOREWORD FROM UCI PRESIDENT DAVID LAPPARTIENT

Para-cyclists worldwide dream of wearing the rainbow jersey of UCI World Champion, a distinction that goes to only the very best of our sport.

Each year, para-cycling's track specialists have the chance to win that precious jersey at the UCI Para-cycling Track World Championships.

The UCI Para-cycling Track World Championships are para-cycling's leading annual track event and are much awaited by athletes and fans alike. To perform to their best, the athletes need to be sure that they can compete in the best possible conditions, which is why the role of the event's host is so important.

The UCI greatly appreciates the interest and commitment shown by potential organisers. In bidding to host the UCI Para-cycling Track World Championships, you have already demonstrated your wish to invest in the future of this sport and I thank you sincerely for that.

To help simplify the bidding process, we have prepared this concise, practical guide that was prepared after consultation with our various partners. Our aim is to help potential hosts compile a water-tight candidature file that contains all the required elements, for example concerning the competition site, infrastructure, transport, emergency services, accessibility etc.

This bidding guide also answers frequently asked questions such as: What commitments do candidate organisers make? What services does the UCI offer? What are our obligations? What about scheduling and deadlines?

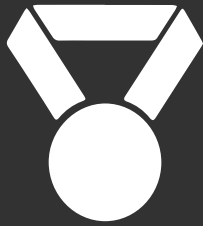
I wish you the best of luck in your bidding procedure and hope that we will be able to come to your city or region with an edition of our UCI Para-cycling Track World Championships.



David Lappartient
UCI President



2 A BIT OF HISTORY



2007

FIRST UCI PARA-CYCLING TRACK
WORLD CHAMPIONSHIPS

The UCI Para-cycling Track World Championships were organised for the 1st time in 2007, in Bordeaux, France.

Para-cycling was managed by the International Paralympic Committee until 2007, when it was officially integrated into the Union Cycliste Internationale.

Since then, the UCI has worked continuously to develop this key Paralympic discipline.

Para-cycling is about courage, commitment and performance, and the peak of the track season is the UCI Para-cycling Track World Championships.

This medium-sized event is the perfect opportunity to involve people in a competition that highlights strong values and incredible life stories.



2007

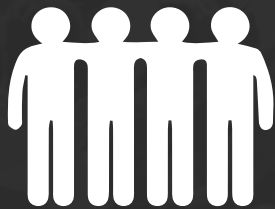
PARA-CYCLING OFFICIALLY
ADMINISTERED BY THE UCI

ORGANISERS OF THE UCI PARA-CYCLING
TRACK WORLD CHAMPIONSHIPS:

2020 : Milton (CAN)

2023: Glasgow (GBR)

2024: Rio de Janeiro (BRA)



2 DIVISIONS

(TANDEM AND CYCLISTS)

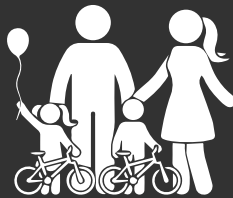
THE ADVANTAGES OF HOSTING A UCI EVENT

Hosting a UCI event will help a city to achieve **economic, touristic and social** objectives.

According to UCI experience, the most efficient strategy is to host several events over 3-4 years **to create a link** between cycling and the city.



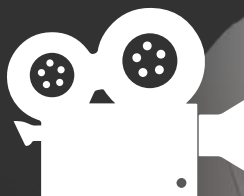
BOOST THE REPUTATION OF YOUR REGION



SHOWCASE YOUR INITIATIVES FOR DEVELOPING THE BICYCLE



INCREASE LOCAL ECONOMY ACTIVITIES



PRESENT YOUR REGION/CITY TO THE WORLD BY PROPOSING A MEDIA COVERAGE



INTRODUCE THE PARA SPORT TO THE PUBLIC



PROMOTIONAL PLATFORM FOR YOUR CITY/REGION



SPORT & COMPETITIONS IN NUMBERS



4 DAYS
OF COMPETITION



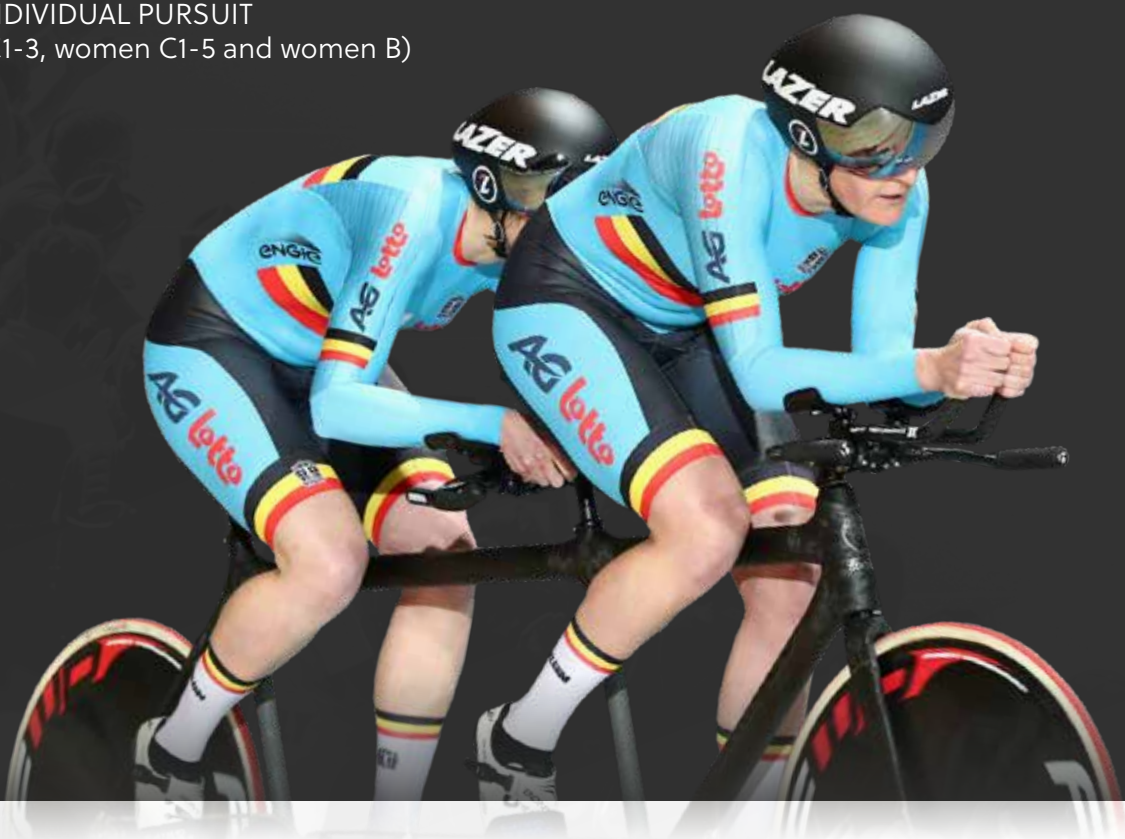
180 - 250
ATHLETES
(INCLUDING ~30 NATIONS)



~550
ACCREDITATIONS

PROGRAMME

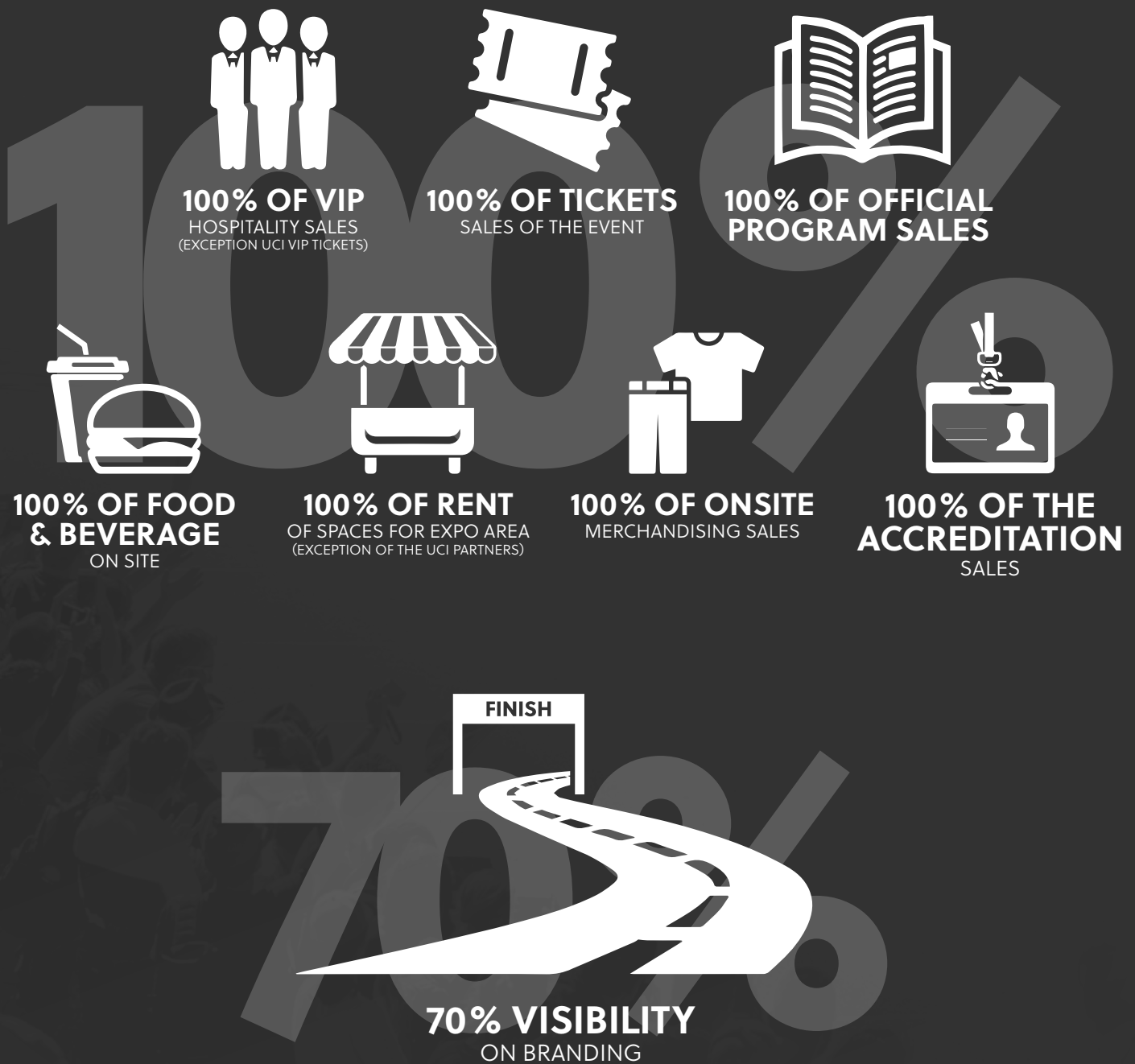
- SPRINT (men B and women B)
- 750m TANDEM TEAM SPRINT (mixed B)
- 750m TEAM SPRINT (mixed C1-5)
- 1Km TIME TRIAL (men B, men C1-5 and women B)
- 500m TIME TRIAL (women C1-5)
- 3Km INDIVIDUAL PURSUIT (men C1-3, women C1-5 and women B)
- 4Km INDIVIDUAL PURSUIT (men C4-5 and men B)
- 15Km SCRATCH RACE (men C1-5)
- 10Km SCRATCH RACE (women C1-5)
- PARA OMNIUM (men C1-5 and women C1-5)



5 RESPONSIBILITIES

| SERVICE PROVISION | ORGANISER | UCI |
|--|----------------|-----|
| Organisation of the UCI Para-cycling Track World Championships | ✓ | |
| Coordination of the UCI Para-cycling Track World Championships | | ✓ |
| Practical Organisation Guide | | ✓ |
| Staff before, during and post event | ✓ | ✓ |
| UCI Technical Delegate | | ✓ |
| Commissaires' Panel | | ✓ |
| UCI Para-cycling Track World Championships label & guidelines | | ✓ |
| Press service and worldwide promotion of the event | ✓ | ✓ |
| Implementation of UCI partners | ✓ | |
| Implementation of OC partners | ✓ | |
| Accreditation system and delivery | ✓ | |
| TV production | Cf. appendix D | |
| Timekeeping and TV graphics | ✓ | |
| Organisation of anti-doping controls and its related costs | ✓ | ✓ |
| Post-event reports and social media analysis | ✓ | |
| UCI World Champion jerseys & medals | | ✓ |
| Local promotion | ✓ | |

ORGANISER REVENUES



BIDDING PROCESS CHRONOLOGY : A ONE YEAR CYCLE



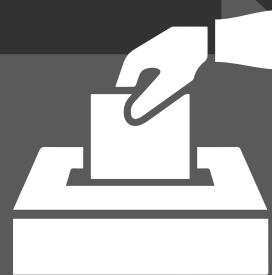
SEPTEMBER
LETTER OF INTENT



DECEMBER
BID FEES &
BID DOCUMENTS



JUNE
CONTRACT
SIGNATURE



SEPTEMBER
VOTE OF THE UCI MANAGEMENT
COMMITTEE AND PRESENTATION
TO UCI CONGRESS

BIDDING DOCUMENTS : CONTENTS & REQUIREMENTS



1. SITE

- General presentation of the host region
- Geographical location/situation
- Accessibility
- Connections to the network
- Proximity to airport
- Accommodation capacity (hotels etc)
- Parking facilities
- Infrastructure of the velodrome:
 - Plan of the velodrome
 - Description of the velodrome
 - Facilities available in the velodrome
 - Access

2. SCHEDULE

3. OFFICIAL HOTEL

4. SAFETY

- Medical plan including ambulances access, etc

5. DETAILED BUDGET

(use the UCI template in Appendix L)

6. SUPPORT & APPROVALS

- Letter of support from the host National Federation
- Letter of approval from the local authorities
- Presentation of the Organising Committee, including any previous experience

UCI MANAGEMENT COMMITTEE DECISION : CRITERIA

EVENT DELIVERY

- Logistics: accessibility of the area
- Legacy / cycling development plans
- Overall event sites
- Circuit features:
attractive images - technical

SPORT ATTRACTIVENESS

- Sporting difficulty
- Spectators & atmosphere expected
- UCI geographical strategy
- Cycling development

FINANCE

- Financial Guarantee
- Provisional budget
including the UCI fees
- Economic opportunities

RESOURCES

- Political risk: stability - elections
- Relations with UCI:
multi-year events plan
- Organiser experience
- Stakeholders' commitment



10 APPENDICES

| | | |
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APPENDIX A : **BUSINESS MODEL**

The UCI proposes business models that can adapt to the local economic environment. Transparency and flexibility are key elements in the relations between the UCI and the organisers.

UCI FEE PER EDITION:

CHF 20,000.-

+ CHE 10.- PER PARTICIPANT

BANK GUARANTEE

A bank guarantee equivalent to 20% of the contract amount will be requested 60 days after the awarding of the event and will remain in place until 180 days after the last day of the Championships.

CONTRACT SIGNATURE

The contract must be signed by the city or the region where the event will be organised. The Organising Committee or the National Federation may also co-sign the contract.

APPENDIX B : EXPENSES COVERED BY THE UCI

THE UCI COVERS THE FOLLOWING EXPENSES

- Presence and travel of the UCI, ITA staff and Officials: Doping Control Officers, International Commissaires, Technical delegate, Timing expert, UCI Doctor and UCI staff
- Site visits
- Medals and UCI World Champion jerseys
- Blood tests and anti-doping analyses performed by an accredited World Anti-Doping Agency (WADA) laboratory
- UCI partners' dedicated branding
- Photographers & TV broadcasters' bibs
- UCI flags and UCI banners.

RESERVED PRODUCTS/SERVICES CATEGORIES

The UCI reserves the following products/services categories for its partners. Please kindly note that the below categories are subject to contract renewals and may be subject to changes. A detailed overview may be provided by the UCI upon the Organiser's request.

- Timepieces and all kind of watches (digital and analogue), smartwatches or activity trackers, clocks, countdown clocks, jewellery pieces with a time piece; timing systems, timing, scoring, scoreboard equipment, system and services; time measuring products, TV graphics system and services, results systems and Commentators Information System and services
- All kind of specific / technical cycling clothes, namely cycling jerseys, bib shorts, gloves, socks, caps, skinsuits, thermo vests and raincoats
- Bicycle-shoes, bicycle components, pedals, rims, wheels, handlebars and stems (except forks, saddles, feeding bottles and tyres), connected cycling components (solely limited to the list of products herein and power meters); e-components (motor, drivetrain, switch unit, computer display and battery)
- IT (anything related to data processing including computing technologies, hardware, software, network providers, etc.)

In addition, the Organiser agrees not to enter into any partnership with any tobacco manufacturer, companies producing pornographic products, spirits, or sport betting companies (some categories are prohibited and others tolerated under certain conditions by virtue of articles 1.1.008 to 1.1.090 of the UCI Regulations).

ORGANISER'S PARTNERS

Outside of the reserved products/services categories, the Organiser is free to negotiate with partners in other products/services categories, provided that the exclusive rights of the UCI partners are scrupulously respected. The Organiser's partners are subject to the UCI's approval before the Organiser and the partner enter into an agreement.

MARKETING AND SPONSORSHIP INVENTORY

The UCI World Championships offer its partners clear visibility through the event marketing and sponsorship inventory. Please see below a non-exhaustive list of the key items.

- Outside ring boards (perimeter boards)
- Infield banners and branded items
- Backdrops and structures
- Track stickers and paintings
- Official communications (programme, result list, etc.)
- Public announcements by speaker
- 30-second clip played on giant screen
- Digital visibility
- Expo area
- Event tickets
- VIP hospitality

IMPLEMENTATION OF VISIBILITY

The Organiser is responsible for the implementation of its own and the UCI partners' signage in, on and around the track. The appointed implementation team(s) will be piloted by the Marketing representatives of the Organiser and of the UCI.

APPENDIX D : TV PRODUCTION & ELECTRONIC MEDIA RIGHTS

TELEVISION PRODUCTION

Television production is not compulsory. Nevertheless, if the Organiser wishes to invest in TV production, the Organiser, initially, should liaise with the UCI to set up an initial discussion with its distribution partner.

ELECTRONIC MEDIA RIGHTS

The UCI is the sole and exclusive owner of all Electronic Media Rights in the widest sense of the term, including any media rights within the territory of the Championships (Host Country Rights). Host Country Rights' acquisition by the Organiser can be discussed together with the television production.

NOTE: *the above model reflects the current situation but is subject to contract renewal between UCI and its distribution partners (currently EBU for Europe only and IMG).*



APPENDIX E : EVENT MERCHANDISING

The event merchandising includes all merchandising products carrying the event logo.

The event merchandising can be a source of revenues for the Organiser but it generates also an important workload and can be a source of financial risks for the Organiser.

To make the Organiser's life easier, the UCI has launched a merchandising program: an official partner has been appointed by the UCI and it offers a range of products ready to be ordered.

The UCI official partner will have the exclusivity on the production of the merchandising items: all event merchandising orders have to be addressed to the UCI official partner.

The Organiser owns 100% of the distribution of the event merchandising onsite and will retain 100% of the onsite sales revenues (with the exception of the below reserved categories).

The UCI and the Organiser will discuss the possible distribution channels and opportunities.

PRODUCTS EXCLUSIVITY – CYCLING CLOTHES AND WATCHES

The UCI official partners for the categories "cycling clothes" and "watches" have been granted the respective exclusivity in relation to the production of cycling clothes and, watches merchandising.

Consequently, the Organiser is obliged to produce any cycling clothes or watches for its event merchandising via the relevant UCI supplier.



APPENDIX F : **VIP HOSPITALITY**

The VIP hospitality is a significant opportunity to generate revenues for the Organiser. The UCI family should have access to the highest level of hospitality.

25 hospitality tickets / day shall be delivered to the UCI.

All VIP revenues, UCI hospitality tickets excluded, are for the Organiser.





APPENDIX G : SPORTS REQUIREMENTS

THE FOLLOWING INFRASTRUCTURE IS REQUIRED

- a category 1 or 2 UCI velodrome homologated by the UCI with the facilities mentioned in the UCI regulations
- grandstands to accommodate the public, few VIPs, athletes not competing, TV commentary positions if required
- adequate changing rooms for male and female, included handicap toilets for the use of the athletes
- enough toilets for the public, athletes, etc.
- various premises (Organiser permanence, UCI, medical, commissaires, confirmation of starters & team managers' meeting rooms, doping control station, media area, etc.)
- timing provider
- electricity (cabling and power supply)
- an electronic scoreboard compatible with the timekeeping system with at least 5 lines and 32 characters per line
- giant screen for images in addition to the scoreboard when required
- barriers and signposts
- free car parks (press, officials, sponsors, teams, Organiser)
- enough car parks for the public.
- public transport
- public refreshment
- security for the public, competitors, officials, etc.
- fire service procedure
- a reliable highspeed internet connection for the various actors

ROOMS NEEDS

- 2 equipped classification rooms + waiting area
- 1 equipped room or clinic for Visual Impair Classification



APPENDIX H : **CLASSIFICATION**

Para-cycling track athletes are divided into two different divisions:

- C – Cyclist: conventional bike with some minor adaptations
- B – Blind: tandem

The C division is sub-divided into 5 different sport classes (1 to 5) depending on the severity of the impairment, which is assessed during a medical examination by classifiers prior to competition.

There is no sub-division in the B division and all athletes are competing together.

J APPENDIX I : UCI OFFICIAL HOTEL & MEETINGS

The Organiser must supply the official hotel and single rooms for the UCI Para-Cycling Track World Championships.

The hotel must be a high-quality tourist hotel/restaurant (four stars).

The minimum reservation for the UCI is about 32 rooms, max. 175 nights to be borne by the Organiser in full board accommodation. (representative of the UCI Management Committee, UCI staff & officials including commissaires, ITA staff & officials, Classifiers, subcontractors, UCI guests, etc.). including one suite for the UCI President when available.

Parking for UCI & ITA officials and guests should be provided free of charge when possible. Local transportation (airport- venue – official hotel) shall be provided to meet all groups needs during the whole period of the Championships (frequent shuttles and/or dedicated vehicles)

OFFICIAL DINNER

- The Organiser can arrange one official dinner. The date of the dinner and the list of guests are established in close collaboration with the UCI.

APPENDIX J : ANTI-DOPING REQUIREMENTS

The UCI Para-Cycling Track World Championships are subject to anti-doping controls according to the UCI Anti-doping Rules. The International Testing Agency (ITA), entity mainly in charge of the implementation of the UCI's anti-doping program, will appoint two or more Doping Control Officers (DCOs), refer to ITA's instructions.

ITA will be responsible for the cost of the DCOs daily allowances and travel arrangement to the event. All costs related to accommodation, catering and individual transportation during the event for the DCOs, are borne by the organiser.

The UCI is responsible for the cost of the sample analyses carried out in an accredited World Anti-Doping Agency (WADA) laboratory. Laboratory that ITA will duly confirmed. However, the cost of the transport of the samples to the laboratory is borne by the organiser. Organiser shall therefore assist the DCOs with the transport of the samples with a courier company.

SAMPLE COLLECTION PERSONNEL

The organiser is also responsible for all practical aspects of the controls and shall provide the DCOs with the following:

- Male doctor or male nurse & female doctor or female nurse: assigned solely for the anti-doping controls (please note this doctor cannot be the race doctor).
- Chaperons: one chaperon per rider to be tested (shall be of the same gender as the rider).
- Assistant: is required to assist the DCOs before and during the event and act as the liaison with the organiser.

DOPING CONTROL EQUIPMENT

Anti-doping kits and ITA forms are provided by the ITA.

DOPING CONTROL STATION (DCS)

The DCS shall be equipped in such a way to facilitate the running of the controls, be located in the immediate vicinity of the finish line and shall be clearly signposted from the finish line. Privacy of the riders shall be respected. The organiser shall designate an official to monitor the entrance to the DCS, and only allow people involved in doping controls to enter. The DCS should be lockable.

The DCS shall be heated or climatized, large enough, solely used for anti-doping purposes and shall include a waiting room, two administration areas including lavatories in each for the passing of the sample.

Finally, a place must be provided at the infield to enable DCOs to follow the races and instruct the chaperons when required.

APPENDIX K : ORGANISER BUDGET

The budget template can be downloaded in Excel table format from [*this link*](#).



APPENDIX L: EVENT LEGACY

DEVELOPING CYCLING IN YOUR CITY

Hosting a UCI event provides the perfect platform for promoting the development of cycling in your city.

- Do you want to promote your region/city as a bike-friendly environment?
- Do you wish to develop tourism in your area and encourage your citizens to use bikes as a means of transport?

Hosting a UCI event will provide a concrete translation of your ideas and plans. The UCI can support you as you build a strategy to develop cycling: we can provide you with ideas and benchmarks from successful initiatives around the world to help you to reach your goals.

We share the same target: to develop cycling!

Cycling is more than a sport, it is the answer to many concerns of our society: public health, environment, traffic...

UCI BIKE CITY LABEL

In order to promote cities and regions that invest in cycling, the UCI has created a "UCI Bike City Label". This label will distinguish cities active in two areas:

- Hosting a UCI event
- Developing cycling within its population.



Hosting a UCI event will provide a concrete translation of your ideas and plans. The UCI can support you as you build a strategy to develop cycling: we can provide you with ideas and benchmarks from successful initiatives around the world to help you to reach your goals.

The city/region will be entitled to use the label over a five-year period.

The label will be awarded each year during the UCI Road World Championships. A communication plan dedicated to the winners will be established through the UCI's various communication channels.

ABOUT THE UNION CYCLISTE INTERNATIONALE

The Union Cycliste Internationale (UCI) is the world governing body for cycling recognised by the International Olympic Committee (IOC). The UCI's mission is to develop and promote cycling - in close collaboration with National Federations - as a competitive sport, as a healthy recreational activity and as a means of transport.

The UCI governs eight disciplines of the sport of cycling: road, track, mountain bike, BMX Racing, BMX Freestyle, cyclo-cross, trials, indoor cycling. Five of them are represented at the Olympic Games (road, track, mountain bike, BMX Racing and BMX Freestyle), two at the Paralympic Games (road and track) and four at the Youth Olympic Games (road, mountain bike, BMX Racing and BMX Freestyle).

Additionally, the UCI promotes a number of its own events, including the UCI Road World Championships, an iconic annual event, and a wide range of other UCI World Championships and World Cups across the various disciplines. The different sizes and scopes of our events ensure that UCI cycling events can be hosted by all cities.

INTERNATIONAL UCI EVENTS ARE HELD ANNUALLY FOR ALL OUR DISCIPLINES

ROAD

UCI Road World Championships
UCI Gran Fondo World Championships
UCI Para-cycling Road World Championships
UCI Para-cycling Road World Cup

MOUNTAIN BIKE

UCI Mountain Bike World Championships
UCI Mountain Bike Marathon World Championships
UCI Mountain Bike Eliminator World Championships
UCI Pump Track World Championship
UCI 4X World Championships
UCI Masters Mountain Bike World Championships
UCI Mountain Bike World Cup
UCI Mountain Bike Eliminator World Cup

TRACK CYCLING

UCI Track Cycling World Championships
UCI Junior Track Cycling World Championships
UCI Para-cycling Track World Championships
UCI Track Cycling World Cup
UCI Masters Track Cycling World Championships

CYCLO-CROSS

UCI Cyclo-cross World Championships
UCI Cyclo-cross World Cup
UCI Masters Cyclo-cross World Championships

BMX

UCI BMX World Championships
UCI BMX Supercross World Cup

BMX FREESTYLE

UCI Urban Cycling World Championships
UCI BMX Freestyle World Cup

TRIALS

UCI Urban Cycling World Championships
UCI Trials World Cup
UCI Trials World Youth Games

INDOOR CYCLING

UCI Indoor Cycling World Championships
UCI Cycle-ball World Cup
UCI Artistic Cycling World Cup

COMBINED

UCI Cycling World Championships (every pre-Olympic year).

The UCI headquarters are located in Aigle, Switzerland, at the UCI World Cycling Centre.



The information contained herein represents the current requirements of the UCI and matters concerning the UCI Para-cycling Track World Championships may evolve and be altered. Substantial amendments and modifications to the UCI's requirements will be reported to the Organiser and shall be reflected through the Organisation Guide that will be provided and/or in the Organisation Agreement that will be signed with the Organiser.

CONTACT:

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