



USYS
EASTERN
PRESIDENTS
CUP



EASTERN PRESIDENTS CUP | REQUEST FOR PROPOSAL

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Introduction

This document outlines a Request for Proposals to host the US Youth Soccer Eastern Regional Presidents Cup. The host organization or city chosen as a host should place primary emphasis on the safety of the participants, including weather conditions with minimal threats of hurricanes, wildfires, etc., the quality of the event, generating community interest and respectfully representing the US Youth Soccer brand. US Youth Soccer welcomes multi-year bids.

Background and History

US Youth Soccer is the largest youth affiliate and a member of U.S. Soccer, the governing body for the sport in the United States. US Youth Soccer is a non-profit organization whose vision is to transform the lives of America's youth through the game of soccer.

With more than 2,400,000 players, US Youth Soccer has always been recognized as a leader in youth sports organizations. The US Youth Soccer National Presidents Cup competitions are considered one of the crown jewels of US Youth Soccer.

The US Youth Soccer National Presidents Cup provides appropriate competition to teams that may be more community or town based and have players that may exhibit a wider range of skill levels. The US Youth Soccer National Presidents Cup competitions are designed for teams seeking a higher level of play against teams of similar abilities as they compete for a National Championship. The National Presidents Cup competitions provide a progressive, competitive experience to teams that might not otherwise get the opportunity to participate in the sequence of state, regional, and national US Youth Soccer events. The National Presidents Cup competitions highlight competition, camaraderie, and community. Each summer, US Youth Soccer crowns a boys and girls National Presidents Cup champion in seven (7) different age divisions: 13U, 14U, 15U, 16U, 17U, 18U, and 19U.

Scheduled Event Dates

June 13-17, 2025

June 12-16, 2026

Event Ownership

US Youth Soccer owns and operates the US Youth Soccer Eastern Regional Presidents Cup, and will manage the event, while working closely with the selected Host Organization to ensure a successful event. The Host Organization will serve a vital role in the planning and connecting US Youth Soccer to the appropriate individuals and agencies with the community.

US Youth Soccer will be responsible for registration/check-in, pre-team official meetings, and all activities during the competition. US Youth Soccer shall make all determinations of player eligibility and interpret the rules of the competition consistent with all policies approved by the US Youth Soccer Board of Directors. US Youth Soccer shall provide guidance to the Host Organization and must approve all plans prior to their dissemination and implementation.

Host Organization Benefits

Hosting the US Youth Soccer Eastern Regional Presidents Cup provides exposure and financial rewards or benefits to the Host Organization as well as the community including, but not limited to, the following.

- Economic Impact.
- Raises the profile and brand image of the city.
- Regional benefit – cost savings for local teams.
- Future field complex enhancements/initiatives.
- Puts the host site/city selected and field complex in the limelight, provides an opportunity to advertise and attract new membership.
- Positive image of the host city, perhaps reflected in additional events from different areas (conventions, other sports, etc.).
- Opportunity to attract new players to the sport with the publicity that comes with hosting, especially if local media do stories on the event.
- Emphasizes the benefits of sports tourism.
- Local businesses benefit from people in town – shops, restaurants, hotels, other attractions.
- Civic pride in seeing the local entities working together to benefit the city.

Previous US Youth Soccer Eastern Regional Presidents Cup competitions have generated a direct Economic Impact of up to \$3,200,000.00. This number is derived utilizing data on hotel room rates, local tax rate(s), estimations of local meal costs and an approximation of the number of attendees. Most studies indicate that each dollar of Economic Impact turns over between 5 and 7 times before leaving the community. As part of a bid to host the competition, a good faith estimate of the Economic Impact on your community must be included.

Financial Information

Hosting a Eastern Regional Presidents Cup is a cost intensive undertaking, and US Youth Soccer encourages a partnership with potential hosts. There are two (2) different types of potential Host Organization categories, and the financial arrangements differ between them. ***Important note: Regardless of the Host Organization category, all profits associated with merchandise sales by the official US Youth Soccer vendor will be retained by US Youth Soccer.*** A potential host could be:

- A US Youth Soccer State Associations. Profits associated with hosting the competition are shared as an incentive for State Associations to submit a bid.
- A US Youth Soccer State Association member club. Profits associated with hosting the competition are shared as an incentive for a member Club to submit a bid.
- A Convention Visitors Bureau, Sports Commission or other entity that focuses on marketing an area or city and its amenities, attracting attending guests to its hotels, restaurants, and area attractions, while working with event planners to encourage organizations such as US Youth Soccer to select their city as the host for an event. US Youth Soccer encourages bids from this type of organization that cover operational costs and provide financial incentives and/or value-in-kind.

Financial Details for a US Youth Soccer State Organization or Member Club

Profits from hosting the event will be shared between the Host Organization and US Youth Soccer as outlined below. As part of a bid package, please include an estimate of costs as outlined in Appendix B.

Upon notification of its selection as the winning bid, the Host Organization should account for the hosting fee of \$15,000.00. ***The hosting fee is not included in the profit-sharing calculation.***

All hotel rebates, parking fees, golf cart rentals to State Associations, state tourism incentives, local sponsorships, etc., will be included as part of the profit-sharing calculation, which will be determined by subtracting all expenses from the eligible revenues produced during the event.

<u>Profit Amount</u>	<u>Host Organization Share</u>
First \$50,000	100%
Second \$50,000	80%
Anything over \$100,000	70%

US Youth Soccer will be responsible for all accounting functions associated with the competition. All vendor invoices (with supporting documentation) must be forwarded to US Youth Soccer for payment, and all revenue associated with hosting the event must be remitted to US Youth Soccer. Deposits and other payments that are due before the start of the competition, or any in-kind payments by a local entity will be coordinated and accounted for between US Youth Soccer and the Host Organization. The final accounting reconciliation will be used as the basis for the Host Organization payment share, per the scale above. ***Any revenue earned by the Host Organization will not be remitted to the Host Organization until the final report (details below) is received.***

Financial Details for a CVB, Sports Commission, etc.

In order to enhance a bid, please include any sponsorships and/or value-in-kind proposals that are being offered. As part of a bid package, please include an estimate of costs as outlined in Appendix B

All bids should outline the amount of a proposed hosting fee to be remitted to US Youth Soccer, along with any sponsorships, subsidies and/or value-in kind that will be provided.

All Host Organization Obligations

US Youth Soccer must execute any contract that they are financially responsible for. ***Any additional items not outlined or included in this RFP/Host Agreement must be agreed to in writing between the Host Organization and US Youth Soccer and included as an addendum to this executed RFP/Host Agreement.***

Following the conclusion of the competition, the Host Organization is required to present a final report, including a detailed financial statement, highlights of the hosting experience, any deficiencies encountered, as well as a detailed economic impact study to the community. This report must be submitted ***no later than August 1*** following the competition.



US Youth Soccer Responsibilities

US Youth Soccer is responsible for the following items.

- Travel costs for US Youth Soccer staff to the competition.
- Field equipment including, but not limited to, sideline shade tents, soccer balls, corner flags, and signage.
- Awards, tablecloths, backdrop, and trays for awards ceremony.
- Referee training and education, stipends and/or match fees.
- Shipping costs for US Youth Soccer collateral to and from USYS Headquarters.
- Player and Staff gear.
- Game scheduling and team communications.
- All US Youth Soccer required Certificates of Insurance.
- US Youth Soccer Marketing department expenses.
- All social media marketing communications.

Hosting Requirements

The Host Organization is responsible for, and obligated to provide at its expense, all of the following items. ***Any deviation must be clearly outlined in the bid proposal.***

Site Visits: All direct expenses (i.e., airfare, hotel, per diem, etc.) for site visits by US Youth Soccer representatives as deemed necessary by US Youth Soccer.

Risk Management: All trainers, medical personnel, field marshals, other Event volunteers, vendors, and any other individual that could interact with players at the US Youth Soccer Eastern Regional Presidents Cup must complete a background check through and conform with any applicable rules or policies of the US Youth Soccer State Association where the Event is taking place.

Additionally, any individual that could have direct and unmonitored access to players at the US Youth Soccer Eastern Regional Presidents Cup must complete training provided by the US Center for SafeSport.

Any other applicable State or Local Risk Management rules and regulations must also be adhered to. For reference, the US Youth Soccer Risk Management policy is available [here](#). The Risk Management process must be complete no less than three (3) days before the start of the Event.

Insurance Requirements: Each party will maintain in effect throughout the term of this agreement a comprehensive liability insurance policy (general, liability coverage, personal injury and property damage) in force with at least \$2,000,000 general aggregate insurance, naming the other party as additional insured. Each party shall provide a certificate of insurance upon request by the other party. The policy shall be written so that the other party will be notified of the cancellation or any restrictive amendment of the policy at least 30 days prior to the effective date of such cancellation or amendment.

Workers Compensation: The Host Organization must provide US Youth Soccer with evidence of Workers Compensation insurance for employees of and/or contractors for the Host Organization working at the event as well for any employees and/or contractors on staff at the venue where the event is to take place.

Match Fields: The Host Organization is responsible for costs and/or any other fees associated with use of the field complex to provide match fields for the Event. US Youth Soccer must have secure and exclusive use of the complex, and no other competitions, camps, leagues, or other events may be held during the Eastern Regional Presidents Cup without prior approval from US Youth Soccer.

- The playing fields must be located within a limited access complex, ideally no further than a 30-minute travel time from the team lodging facilities. The site must have convenient access from major highways in the area and provide ample parking spaces for teams, referees, event officials, spectators, media, and VIPs.
- The playing field venue must provide and contain quality fields that can adequately host approximately 120 teams, coaches, families and friends, volunteers, and administration for the duration of the Event. A minimum of sixteen (16) fields must be secured, six (6) of which must be lit. If your city is geographically located where playing matches during the daylight hours in June is dangerous due to extreme weather conditions, then a minimum of eight (8) lighted fields are required. It is preferable to have all match fields located at the same facility.
- All fields intended for use during the US Youth Soccer Eastern Regional Presidents Cup may not be used by any entity or for any purpose except the preparation of the field surfaces for a minimum of two (2) weeks prior to the start of competition.
- All fields must be natural grass or synthetic turf and meet the requirements of IFAB Laws of the Game and US Youth Soccer rules regarding the dimensions, markings, and equipment. Playing fields for 12U matches must be at least 50 yards wide and 70 yards long, and all full-size fields must be at least 68 yards wide by 110 yards long, surfaced in natural grass or synthetic turf and level. Ideally all full-size fields should be of the same dimensions. The playing surface must be consistent (i.e. either grass or synthetic turf) by age group throughout group play. If the complex does not allow tent/signage staking, a minimum of **30 sandbags per field** for tents and signage must be provided.
- Sideline shade tents, regulation corner flags/posts and are required and will be provided by US Youth Soccer.
- US Youth Soccer may supply water containers for use at each field by teams and referees. The Host Organization must provide an adequate supply of water and ice for the containers, and personnel to refill and exchange the containers as necessary.
- Team benches with seating for 25 people must be provided in the technical area for each team. One (1) table and three (3) chairs for the Fourth Official and other authorized individuals must be located between the team benches and at the halfway line. One (1) additional table for each team bench must be provided for hydration. An adequate supply of water and ice must be provided at each team bench and Fourth Official table, by the Host Organization, throughout the competition.
- All fields must be properly maintained to the satisfaction of the US Youth Soccer Eastern Regional Presidents Cup Management Group and US Youth Soccer, including, but not limited to, cleanliness of the fields and surrounding areas, trash removal as necessary, general turf maintenance, fencing, goals, nets, team benches and field marking, with the Host Organization responsible for the expense and execution of these activities. Playing fields may be inspected by the Eastern Regional Presidents Cup Program Manager, or a designee, one (1) day before play commences.
- All goals must meet the requirements of IFAB Laws of the Game. They may be portable but must be stable, safe, substantial, and securely attached and anchored. All fields must be free of hazards or obstacles, such as drainage covers, exposed sprinkler heads, and/or any kind of track and field appurtenances including, but not limited to, concrete pads, asphalt, and sand pits.
- All complex services, including but not limited to, trash pickup and removal, field and ground maintenance and the general management of the complex, and any volunteers, staff and/or employees.
- The playing venue must provide an area for merchandise sales, an awards stage and have adequate space for spectator viewing, parking, and have sufficient bathroom facilities (fixed or portable).

Practice Fields: A minimum of five (5) practice fields must be provided the night before the competition begins, from 4:00PM until 9:00PM. The practice fields may be at the competition venue if additional fields beyond those designated for matches are available, or they may be located at a different venue. Practice fields must have the same surface as the playing fields, must be in playing condition, equipped with soccer goals and should be in close proximity to the teams' lodging facilities.

If the practice fields are at a different location than the competition venue, the physical address of the practice fields must be provided to the Eastern Regional Presidents Cup Program Manager at least 30 days before the competition begins in order to secure the proper insurance certificates of liability.

Warm-Up Areas: There must be at least two (2) warm-up areas large enough for a team to warm up prior to their matches in close proximity to the game fields. The warm-up areas must be separate from the playing fields that are being used for competition. The warm-up areas must be surfaced with natural grass or synthetic turf of a similar nature to the playing fields, and it is preferred that they be equipped with soccer goals.

Backup Fields: In the event of inclement weather or other unforeseen circumstances prevent the use of the competition site fields, the Host Organization must have a plan to utilize alternate fields and cover all costs associated with using those backup fields, which must be readily available and accessible. The backup plan should be submitted as part of the bid.

Parking: A parking fee may be charged to spectators, provided the Host Organization submits a proposal to the Eastern Regional Presidents Cup Program Manager outlining its plan of anticipated charges, distribution of parking passes, staffing of venue entrances and methods that will be used to prevent traffic backups entering the playing venue.

A separate parking area must be designated for US Youth Soccer Staff, Referees, State Representatives, VIPs, and other invited guests, and must be provided at no charge.

Medical Facility and Personnel: The Host Organization is required to provide medical personnel who must be at the site one (1) hour before the first scheduled match and one (1) hour after all matches have been completed. Medical personnel must consist of one (1) Medical Doctor specially trained in concussion treatment and management that must be on site for specified hours each morning (excluding the first day of competition), a **minimum** of one (1) licensed athletic trainer per every two (2) fields (may be adjusted based on the field layout after consultation with the Eastern Regional Presidents Cup Program Manager) and two (2) Emergency Medical Technicians (EMT's) trained to recognize and treat trauma in addition to being trained in sports medicine and CPR. All medical facilities must be outfitted with appropriate supplies and equipment to treat emergencies common to the game of soccer to include, but not limited to, abrasions, bruises, sprains, insect bites, exhaustion, and heat induced problems. An automated external defibrillator (AED) must be on site and readily accessible at all times. The medical personnel must have direct communication with a local trauma center and emergency transportation vehicle must be on-site at all times that matches are being played. If it is determined during a site visit that the proximity of emergency services to the playing venue provides an adequate response time, the on-site requirements may be modified or waived. Additionally, the Host Organization and US Youth Soccer will work together to make a final decision on the actual number of athletic trainers and the hours that the Medical Doctor will be required at the event.

Event Housing: It is strongly recommended that any potential Host Organization identify their preferred Hotel provider and include that information in their bid. A stay to play policy will be implemented by US Youth Soccer. Projecting 120 teams with a realistic actualization of 10 rooms per team equates to approximately 1,200 daily room-nights during the three (3) days of group play.

The Eastern Regional Presidents Cup Program Manager shall work in consultation with the Host Organization and/or Hotel Provider to identify housing for staff, referees, officials and sponsors of US Youth Soccer and must have final approval on those arrangements.

Every attempt should be made to minimize the cost of the hotel room rates. All proposed Hotel properties should be evaluated **before** they are contracted. Free parking is required, and if any hotel property charges to park, it must be clearly specified.

Properties should be clean, safe and well-established, preferably franchised hotels, and **must be able to guarantee non-smoking Double/Double rooms to all teams**. Sleeper sofas **may not** be counted as double occupancy options. Additionally, the property must be staffed 24 hours per day and provide a daily hot breakfast, pool, and a workout area. Home stays, campgrounds or dorms are not alternative housing options.

Any hotel property being considered must also conform to the following:

- Security cameras should be in operation inside buildings, at all entrances and in parking lots.
- All entrances and guest rooms should utilize key cards or other electronic means for access. Parking lots must be well lit and parking must be free.
- Hotels must be equipped with fire sprinklers, have interior corridors and room entrances. No outside room entrances are permitted.
- The number of electric vehicle charging stations should be included for each property under consideration.
- Pools should be equipped with warning signs and lifesaving equipment and be fenced if outdoors.
- Attrition clauses of any sort are not permitted. Once group play concludes, teams cannot be penalized for checking out early.

The Host Organization and its selected Hotel provider should hold rooms for the dates of the competition with the Hotel properties, and if selected as the winning bid, promptly finalize all contracts. US Youth Soccer will coordinate with the Hotel provider to block rooms for referees, the US Youth Soccer Board of Directors, National Staff, the Regional Presidents Cup Management Group, and other VIPs. These rooms are non-commissionable and tax exempt where applicable. US Youth Soccer or the designee should also arrange for additional hospitality and/or meeting rooms, including technology equipment, if needed.

The Host Organization must provide up to (8) complimentary rooms, including one (1) to two (2) suites at the host or referee hotel. Suite accommodations must be permitted to bring in private food and/or beverages. Additionally, breakfast, parking and complimentary Wi-Fi must be provided at no charge. Final accommodations to be determined in consultation with US Youth Soccer, the Eastern Regional Presidents Cup Program Manager and/or Referee leadership.

Meeting Room: The Host Organization must provide a meeting space/room, preferably in the same hotel that the referees are housed in for Referee meetings. The space must be available Thursday through Monday for dedicated use as needed, pending the final match schedule. The room must provide theater style seating for up to 200 people, and provide Wi-Fi capability, projection screen(s) or televisions, LCD projector(s), and a handheld microphone. Final arrangements to be determined in consultation with Eastern Regional Referee administration and/or the Eastern Regional Presidents Cup Program Manager.

Security: The Host Organization must provide security at all playing venues for the duration of the Event. This includes rapid deployment for disputes during matches, traffic control inside and outside the complex, general patrol in parking areas and around playing fields, and deterring vandalism/theft of US Youth Soccer equipment, signage, and tents.

Event Headquarter Areas: The Host Organization must provide each of the following at each competition site.

Hospitality

- Each site must provide an air-conditioned building, room or tent for USYS staff, event staff, college coaches and volunteers during the hours of competition. The Hospitality area must be supplied and staffed by the Host Organization and have sufficient tables and seating for approximately 50 people. The Hospitality area must provide meals, bottled water and other beverages, refreshments, and nutritious snacks, with options for individuals with dietary restrictions, in consultation with the Eastern Regional Presidents Cup Program Manager and/or a designee.

Competition Headquarters

- Each site must include a secure, air-conditioned building, room, or tent for use by up to 10 people, with tables and chairs to provide sufficient sized work areas including electrical outlets and reliable, secure high-speed Wi-Fi internet service
- A color **laser** printer/copier, spare toner cartridges, sufficient paper and other assorted office supplies.
- The area must be lockable or made private from non-event staff in order to provide storage for gear, balls and awards.

Referee Headquarters

- Each site must include a secure, air-conditioned building, room or tent for use by up to 10 people, with tables and chairs to provide sufficient sized work areas including electrical outlets and reliable, secure high-speed Wi-Fi internet service
- A color **laser** printer/copier, spare toner cartridges, sufficient paper and other assorted office supplies.
- A separate and private large building, room or tent for referee hospitality. Size should be approximately 40 feet x 40 feet, or 30 feet x 30 feet along with a minimum of 12 additional pop up tents. Sufficient tables and chairs to accommodate approximately 200 individuals must be provided.
- Adequate and nutritious meals, bottled water and other beverages, nutritious snacks, hydration, ice, and fresh fruit, with options for individuals with dietary restrictions, in consultation with Eastern Regional Referee administration and/or the Eastern Regional Presidents Cup Program Manager.
- Easy access to **secure, non-public** restrooms

Medical Facility

- Each site must provide an air-conditioned building, room, or tent for use by the Medical staff or for emergency treatment.

Award Ceremony: US Youth Soccer will work with the Host Organization and Venue management to select a presentation area and to advise the Host Organization on the required equipment for the staging of the award ceremonies. Equipment will include, but not be limited to, the following.

- A lockable room or other secure area to store awards.
- A 40 by 60-foot area to accommodate the setting/staging area for the awards presentation.
- A covered stage large enough to comfortably accommodate 30 people, tables to display awards, and stage risers/platforms with access steps and railings,
- A sound system including speaker(s) and microphone.
- The Host Organization should contract a local Emcee/DJ to be on site from 8:00AM through approximately 1:00PM during the Award Ceremony. The Award Ceremony will be staged and staffed by US Youth Soccer personnel.
- An area near the awards ceremony site to facilitate pictures of participating teams. This area must also have the ability to display banners of the US Youth Soccer and/or sponsors.

Communications: Rental of radio communication equipment for US Youth Soccer Staff, Medical Staff, Eastern Regional Presidents Cup Management Group, Referee Administration, Referee Transport, Host Organization, Security, Complex Operations and Event Staff.

Golf Carts: Rental of golf carts for US Youth Soccer Staff, Medical Staff, Eastern Regional Presidents Cup Management Group, Referee Transport, Host Organization, and Event Staff. The Host Organization should also develop a plan to rent Golf Carts to participating State Associations.

Hydration: The Host Organization must provide adequate water and ice for each team bench in order to sustain players and team officials as well as ice and water for referees. Ice must also be provided for Athletic Trainers and other uses as requested.

Event Staffing: The Host Organization must provide sufficient volunteers or compensated individuals to fulfill the minimum staffing requirements as described below. It is also recommended that an area be set aside for volunteer and staff check in.

- A minimum of one (1) person for every two (2) fields to serve as Field Marshals on match days;
- A hydration crew responsible for supplying and replenishing water and ice for each team bench and the referee hospitality area. Additionally, ice must be provided and replenished for Athletic Trainers as well as for any other uses requested by US Youth Soccer Staff.
- A minimum of four (4) volunteers to assist US Youth Soccer Operations with the complex setup at least one (1) day before the start of the event. Additional volunteer support for the duration of the event to operate under the supervision of the US Youth Soccer Operations team.
- A minimum of two (2) volunteers to assist the US Youth Soccer Presidents Cup Management Group with various duties during award ceremonies on the final day of competition.
- All complex services, including but not limited to, trash pickup and removal, on site field and ground maintenance and the general management and maintenance of the complex, and any other volunteers, staff and/or employees as necessary for the duration of the event.
- Emergency service for portable toilets and/or malfunctioning plumbing systems should be on standby.

Storage: Secure storage for all US Youth Soccer supplied equipment, awards, etc., must be provided beginning approximately 7 days prior to the start of the event.

Local Attractions: The Eastern Regional Presidents Cup Program Manager should be provided with a list of activities, events, restaurants, and shopping in the area that can be shared with attending teams.

Alcohol: No alcoholic beverages may be served at any US Youth Soccer Eastern Regional Presidents Cup venue or during any other event attended by players.

Event Marketing

The US Youth Soccer Eastern Regional Presidents Cup will be marketed nationally by US Youth Soccer through its print and electronic media outlets. For increased event recognition, the event will include a webpage, with links to its partners, sponsors, and the host city CVB/Sports Commission.

The Host Organization logo will appear in conjunction with all marketing, advertising, and promotion for the event. US Youth Soccer reserves the right to review and approve all collateral material for the event prior to its production. The Host Organization may use the US Youth Soccer logo in conjunction with its printed information but only with prior approval from US Youth Soccer.

Preparing a Bid to Host

Items to Include in a bid to host:

- An overview of the bid and Host Organization information.
- Competition Venue Information (field map, number of playing fields, playing surface, amenities, etc.).
- On site facilities (concessions, restrooms, parking, logistics, etc.).
- Medical facilities and staffing.
- Housing (including the proposed Hotel Partner, properties under consideration, nightly room rates, amenities, number of rooms, etc.).
- Acknowledgement of Risk Management requirements.
- Estimate of Economic Impact to the community by hosting the competition.
- Acknowledgement of final report requirement and submission deadline.
- Host Organization executed Acceptance of Requirements for all Host Organization responsibilities and expenses as outlined in this RFP, with any variations or items/areas to be negotiated clearly delineated (Appendix A).
- Financial estimate (Appendix B).
- Answers and supporting documentation to Proposal Bid questions (Appendix C).

Bid Process Timeline

All bids will be accepted through Friday February 16, 2024, at 5:00PM CST. After all submitted bids are evaluated, the Eastern Regional Presidents Cup Program Manager and representative(s) from the National Office, as part of the selection process, will conduct site visits to the highest rated venue(s), as needed. Site visits deemed necessary by the US Youth Soccer Eastern Regional Presidents Cup Program Manager will be coordinated with the bidding organization(s) and all direct expenses are to be covered by the bidding organization(s) (e.g., airfare, hotel, per diem, etc.).

Once a selection is made, US Youth Soccer will promptly advise the Host Organization of their winning bid, and countersign the Acceptance of Requirements page, which will serve as the binding Host Agreement between the Host Organization and US Youth Soccer.

Important Information and Bid Submission Date

Please keep in mind that this document is meant as a guideline for US Youth Soccer State Associations interested in preparing a bid proposal. If you feel unable to meet certain criteria as outlined, please contact us as we are always open to alternative and creative ideas, as well as other options.

US Youth Soccer is committed to working with all potential hosts to explore the possibility of bringing the US Youth Soccer Eastern Regional Presidents Cup to the area.

If there are additional questions, please feel free to contact Beth Noss via email at bnoss@usyouthsoccer.org

The deadline to submit your bid proposal is Friday February 16, 2024, at 5:00PM CST. Please submit four (4) copies via US mail and an email copy to:

US Youth Soccer
Attn: Chris Webb
9220 World Cup Way
Frisco, TX 75033
cwebb@usyouthsoccer.org

Terms and Conditions

Force Majeure: No party shall be considered in default in the performance of its obligations under this agreement to the extent that performance of its obligations is prevented or delayed by any cause beyond its reasonable control, including, without limitation, acts of God; acts or omissions of governmental authorities; strikes, lockouts, or other industrial disturbances; acts of public enemy; wars; acts or threatened acts of terrorism; blockades; riots; civil disturbances; epidemics; pandemics; floods; hurricanes; tornadoes; and any other similar events, acts, or omissions beyond the control of the parties.

Governing Law: This agreement shall be governed by, and construed in accordance with the laws of Texas, without reference to its conflict of law provisions and the parties irrevocably submit to the sole and exclusive jurisdiction of the state and federal courts of Collin County, Texas in connection with any dispute arising under or in any way related to this agreement.

Entire Agreement: This agreement constitutes the entire agreement between the parties with respect to the subject matter of the agreement. No statement or inducement with respect to that subject matter by either party or by any agent or representative of either party which is not contained in this agreement shall be valid or binding between the parties.

Termination of Agreement: US Youth Soccer reserves the right at any time to withdraw the US Youth Soccer Eastern Regional Presidents Cup from the selected location if US Youth Soccer determines it is in best interests of the event. US Youth Soccer will provide written notification a minimum of 30 days in advance of any decision to withdraw. If the Host Organization, State Association and/or Venue is unable to promptly resolve the cause of the intent to withdraw, then the US Youth Soccer Eastern Regional Presidents Cup Management Group and/or US Youth Soccer shall have the right to terminate the US Youth Soccer Eastern Regional Presidents Cup by providing formal written notice to the host site/city selected, which shall go into effect immediately upon receipt.

Severability: If any provision of this agreement is found to be void or contrary to law, that provision shall, but only to the extent necessary to bring this agreement within the requirements of law, be deemed to be severable from the other provisions of this agreement, and the remainder of this agreement shall be given effect as if the parties had not included the severed provision in this agreement.

Amendments: No provision of this agreement may be modified, waived, or amended except by a written instrument executed by each of the parties. Any such modification, waiver, or amendment shall not require additional consideration to be effective.

Counterparts: This agreement may be executed in two or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument.

Headings: The headings of the sections of this agreement are inserted for convenience of reference only and shall not control or affect the meaning or construction of any of the terms of this agreement in any manner.

Construction: This agreement has been fully reviewed and negotiated by the parties and the parties have or have had the opportunity to have the agreement reviewed by their attorneys. Accordingly, in interpreting this agreement, no weight shall be placed on which party to this agreement, or its counsel drafted the provision being interpreted.

Appendix A: Acceptance of Requirements

This page must be executed by the Bidding Organization and included as part of the bid submission. This page indicates the Bidding Organization’s acceptance of all requirements as outlined in this Request for Proposal. Any modifications to the requirements as outlined in this Request for Proposal must be clearly delineated as such in the bid submission.

This agreement page is invalid unless and until it is countersigned by an authorized party of US Youth Soccer.

Bidding Organization

United States Youth Soccer Association, Inc.

Signature

Signature

Printed Name

Chris Webb

Printed Name

Title

Director of Competition & Event Operations

Title

Date

Date



Appendix B: Financial Estimates

Please list the anticipated expenses for each of the line items below. This will help us better evaluate the costs associated with hosting the Eastern Regional Presidents Cup in your city.

Item	Notes	Estimated Costs
Fields	A minimum of sixteen (16) playing fields. Backup fields as per the submitted backup plan.	
Benches	Two (2) benches per team, enough for 25 players and coaches	
Practice Fields	A minimum of five (5) practice fields must be offered to teams the night before games begin	
Fields - Tables & Chairs	Three (3) chairs and one (1) table per field at midfield	
Medical – Doctor, EMTs and Trainers	One (1) Doctor on site for concussion clearances, two (2) EMTs for the Event and a minimum of one (1) Athletic Trainer per 2 fields	
Hospitality Area Tents - Volunteers, College Coaches and VIPs	One (1) air-conditioned tent with min size of 40' x 40' or suitable other structure to comfortably seat 50 people	
USYS Headquarters	One (1) air-conditioned trailer or a sufficiently sized permanent structure with min size of 20' x 20'	
Headquarters Tables & Chairs	Sufficient tables and chairs to seat 10 people	
Referee Area Building or Tent	One (1) tent with min size of 40' x 40' or 30' x 30' with 12 pop up tents; Minimum of 12 electrical outlets	
Referee Area - Tables & Chairs	Sufficient tables and chairs to seat 200 referees, referee coaches and mentors	
Team Benches - Ice & Water	Ice & water to supplement one (1) cooler per team	
Athletic Trainers	A minimum of one (1) Athletic Trainer for every two (2) fields or based on field layout	
Golf Cart (6 passenger)	Three (3) - Referees	
Golf Cart (4 passenger)	Five (5) – PCup Staff, Four (4) – Referees, TBD – Medical, TBD – Host Organization, Two (2) – VIP	
Golf Cart (2 passenger)	One (1) – Media	
Golf Cart (Gator/Flatbed)	Two (2) – USYS Operations	
Referee/Hospitality Meals	Appropriate lunch & snacks for approx. 250 people each day	
Awards Stage / Sound System	Minimum of a 20' wide by 24' deep covered stage; Must fit 8' tall by 15' wide backdrop; Tables and chairs onstage and in staging area	
Security	Overnight for each day	
Waste Management	Trash emptied as necessary	
Sanitation	Any portable toilets must be serviced at least once per day, with emergency service if necessary	
Miscellaneous		

In your proposal, please note any grants, sponsorships, value in kind or other funding that might financially enhance your bid.

Appendix C: Proposal Bid Questions

Answers to the following questions and other supporting information should be included within your bid proposal.

1. The year(s) that the bid submitted by the Host Organization covers. Please note bids may cover multiple years, either consecutively or independently.
2. Introduction
 - a. Please include information as to why the event should be hosted by your organization, including any qualities that make your site unique.
 - b. Describe other events hosted or supported by your organization, which demonstrates your ability to successfully host this event.
 - c. How will you attempt to get the community to embrace this event?
3. Venue
 - a. Describe the complex – including the number and size of fields, the number of fields with lights, headquarters facilities, referee headquarters, awards area space, parking, bathrooms, security, etc.
 - b. Please include a complex map and a detailed schematic of the facility, including proposed locations for Competition Headquarters, Referee Headquarters, Medical, Awards, with photos if possible.
 - c. Please include any Severe Weather and/or Emergency Plan for the complex.
 - d. Backup field plan in the event of weather delays or other unforeseen circumstances.
 - e. Questions to be answered:
 - i. Does the field complex allow scaffolding for match streaming?
 - ii. Is there reliable, robust Wi-Fi capability for match streaming?
 - iii. Do you allow tent and signage staking? If not, it is a requirement of the Host Organization to provide a minimum of 30 sandbags per field for tents and signage.
 - iv. Do you have any vendor protocols or other restrictions?
 - v. Where are golf carts allowed within the complex?
4. Availability of Certified USSF Referees: Working in conjunction with the US Youth Soccer State Association and State Referee Committee, please include an estimation of how many **qualified** referees reside within a 2-hour driving radius.
5. Accommodations
 - a. Details of the hotels within a 30-mile radius, including:
 - i. Proposed Hotel Partner
 - ii. Number of rooms with two beds, **excluding** king beds with a sleeper sofa as an option
 - iii. Room rates for all hotels under consideration for use, including proposed rebate
 - iv. Hotel Class by Star Rating
 - v. Amenities of the property (Restaurant hours, Swimming Pool/Workout facilities, etc.)
 - vi. Meeting rooms and square footage
 - vii. Parking fees, if applicable
 - viii. Availability of Electric Vehicle charging stations
 - ix. Distance from complex, primary airport, local restaurants, etc.
 - b. Highlight the hotels that fulfill the required needs of the US Youth Soccer Host Hotel and Referee Hotel and/or dorm options.
 - i. Host Hotel
 1. Hotel Accommodations for staff, VIPs, and state representatives.
 - ii. Referee Hotel and/or dorm options
 1. Accommodations for a minimum of 200 referees, referee coaches and mentors, in double occupancy rooms, **excluding** king beds with sleeper sofa as an option.
 2. One (1) meeting space that can accommodate a minimum of 200 people, classroom style, for the duration of the event, including AV and sound system. This is negotiated and paid for by the Host Organization.

6. Financial

Please confirm your ability to accept the Host Organization requirements by submitting:

- a. An estimate of projected major costs. See Appendix B.
- b. An estimated economic impact projection to the community.
- c. Outline how the Host Organization will fulfill the investment obligations for this event.
- d. Entities that may provide financial support to the event.

7. Transportation

- a. Primary Airport and airlines serving it.
- b. Airport shuttle services.
- c. What rental car companies service the airport? Do you have any relationships with them?
- d. Is there any rail service?

8. Local Support

- a. What Government, CVB, or other support can be expected?
- b. What local businesses might support the event and in what fashion?
- c. Will local soccer clubs support the event by volunteering?

9. Promotions/Media Exposure

- a. How does your organization plan to promote the event?
- b. What local media might cover the event? What is your relationship with each?

10. Letters of Support, Intent and/or Commitment

- a. Please provide an acknowledgement from the US Youth Soccer State Association that you are placing a bid to host.
- b. Please provide the following letters of commitment:
 - i. Mayor/City Council
 - ii. Other Governmental agencies/offices
 - iii. Police, Fire/Rescue, Medical
 - iv. Local Sports Commission/CVB
- c. Letter of Intent – Signature by President/CEO/Executive Director of the bidding organization

