

**British Universities  
Life Saving Clubs' Association**

**League Competition Application Pack  
2019/2020**





## Preliminary Notes Regarding this Pack

### Why are we using application packs?

At the 2009 AGM, BULSCA had more clubs requesting to host a competition than were feasible to stage, either financially or within the calendar. We feel asking clubs to submit an application to stage a competition will allow us to ensure hosts are selected in the best interest of the membership.

### What do you need to do?

1. Complete the form in this document with as much accurate detail as you can. We appreciate you might not have all the information required, so if you don't know the answer then say so and explain why not.
2. Complete the finance pack as indicated in the notes below.
3. Email a completed copy of both to [agm@bulsca.co.uk](mailto:agm@bulsca.co.uk) no later than **Tuesday 16<sup>th</sup> April 2019**

### What will the committee do?

1. Review all the applications, and distribute the applications to voting members.

### Important!

Do **not** make unrealistic estimates for your event, since BULSCA will expect you to adhere to your predictions, particularly the financial ones. While we strongly urge clubs to check the availability of venues, we would remind you to refrain from making financial commitments until your competition is confirmed at the AGM.

### Notes for Financial Planning

The budgeting and planning of league competitions is at the discretion of the host club's management committee. We recommend no more than £40 a club.

The financial pack is principally for clubs to show what they will be charging at the event and budget in advance, so that no competition runs at a loss. For those competitions wishing to charge more in entry fees, the spreadsheet should help you substantiate why this should be the case.

While we do not require a full breakdown of costs or income from students' unions, the committee may reject any bid which is not financially competitive. Those rejected will be required to substantiate their costs and the committee may decide to reject bids where the expected profits exceed £100.

As per recent proposals should your competition make more than £100 you will be required to redistribute your profits proportionally to the clubs that attended your competition.



**Competitor Supplements** – Revenues from individual tickets for food, social or accommodation should be used to pay for just those things, not to subsidise the cost of competition.

**Judges & Helpers** – BULSCA relies heavily on the people who donate their time and effort to the league. As such we ask that host clubs do not charge these individuals for food or social. The financial planning spreadsheet is set up so as to provide for 28 helpers. It is set up for you to provide free Social, and food to Judges and then allows you make the choice for other helpers.



## Competition Application Procedures

### 1. Competition proposals:

- 1.0. All competition proposals shall contain:
  - 1.0.1 A completed Competition Application Pack – available online
  - 1.0.2 A completed Financial Planning Guide – available online
- 1.1. All proposals shall be submitted by the deadline given by the BULSCA committee.

### 2. BULSCA committee decisions:

- 2.0. The BULSCA committee shall review the proposals submitted, proposals will be rejected at the discretion of the committee on the following grounds:
  - 2.0.1 Late submission of proposals;
  - 2.0.2 Incomplete or unintelligible submissions; or
  - 2.0.3 Any proposal where the host club is expecting to make a profit in excess of £100
- 2.1. Clubs whose proposals have been rejected shall be informed immediately, and with the exception of 2.0.1 given ten (10) days in which to resubmit amended proposals.
  - 2.1.1 Clubs may only resubmit proposals once.

### 3. Announcement of successful proposals:

- 3.0. The BULSCA committee will announce a list of approved proposals, and make the proposal details available on the BULSCA website.



### Proposed Competition Details

<b>Your Details</b>						
Name of Club	University of Warwick					
<b>Facilities for Competition</b>						
Proposed Location	Warwick Sports & Wellness Hub. University of Warwick. Coventry CV4 7AL					
Was this location used previously?			No (Newly built sports centre)			
Pool length	25m	Number of Lanes	8 (Possibly more)	Blocks?	Yes	
Electronic Timing?	Possible	Plinth	Deck Level	Capacity # teams	36	
Detail of viewing area	Poolside viewing area and poolside seating.					
Hours of pool time	Flexible and as required (7:00am – 8:00pm)					
<b>Timetable</b>						
Dates on which competition can be held. Please supply at least 3	8/02/20 - Preference 15/02/20 01/02/20					
Applying for freshers' competition?			<b>Yes/No</b>	Fresher's Events	<b>Man/Obs/Med</b>	
Registration time	10:30		Competition End	19:00		
Meal time	20:00		Social Start/End	19:00-02:00		
<b>Food &amp; Social</b>						
Location for food	Copper Rooms 2 Warwick Students' Union University of Warwick Coventry CV4 7AL					
Distance from pool	10min walk					
Travel arrangements	Walking from pool to Student's Union					
Planned Food	Pizza (half a pizza each)					
Are these arrangements similar to previous year(s)?				Yes		
Social Location	Same as the venue for food					



Distance from food	0m	Private party?	Yes
Travel arrangements Food to social	N/A		
Are these arrangements similar to previous year(s)?		Yes	
<b>Accommodation</b>			
Type of Accommodation	Community Centre		
Location	Canley Community Centre Prior Deram Walk Canley CV4 8FT		
Distance from Social	1.8 miles		
Kick out time in morning	09:00		
Arrangements for taking kit to accommodation	Drivers from universities to take their kit to the accommodation with a member of Warwick organising. They will then be driven back in a minibus/car		
Arrangements for returning from social	Free minibus shuttle back to the accommodation when wanted. Also the option of taking a taxi for roughly £5 a cab.		
<b>Additional Information</b>			
<p>This is the first for the competition to be held at Warwick's new sport hub. The Pool dimensions are 25m x 25m so a large wet SERC is possible. The sport hub uses a boom within this pool so that the public can swim too, so the booking may just be limited to 6 lanes for the Speeds session to save money or if the sport hub doesn't allow the full pool booking.</p> <p>The sport hub will only be open two weeks as of the 2019 BULSCA AGM, so there will be some unknown details. Apologies for this.</p>			

