



EASTERN PRESIDENTS CUP
REQUEST FOR PROPOSAL

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Introduction

This document outlines a Request for Proposals to host the 2024 US Youth Soccer Eastern Presidents Cup. The host organization or city chosen as a host should place primary emphasis on the safety of the participants and quality of the event while also generating community interest and respectfully representing the US Youth Soccer brand. US Youth Soccer will accept multi-year bids beginning with the 2024 competition.

Background and History

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

With more than 2,000,000 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. The US Youth Soccer Eastern Presidents Cup also adds a 12U age group.

2024 Event Dates and Schedule

Friday, June 14 th	Group Play
Saturday, June 15 th	Group Play
Sunday, June 16 th	Group Play
Monday, June 17 th	Semi Finals
Tuesday, June 18 th	Finals

Event Ownership

US Youth Soccer owns and operates the US Youth Soccer Eastern Presidents Cup, and will serve as the event management, 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 (or a designee if applicable) reserves the right to use a housing service to secure the hotel rooms needed for the event. US Youth Soccer is 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.

Financial Details

US Youth Soccer views hosting the Eastern Presidents Cup as a partnership with the Host Organization. US Youth Soccer is responsible for specific costs associated with hosting the US Youth Soccer Eastern Presidents Cup, and the Host Organization is responsible for all other costs, as outlined in Appendix A.

Within 15 days of notification of its selection as the winning bid, the Host Organization must pay a hosting fee of at least \$15,000.00 to US Youth Soccer. US Youth Soccer will also retain any profits associated with merchandise sales by the Official US Youth Soccer vendor.

If the bidding entity is a US Youth Soccer State Association or Club that is a member in good standing with a US Youth Soccer State Association, then hotel rebates associated with hosting the Event will be included as part of the profit calculations.

Any Host Organization will receive all other profits associated with hosting the event, including but not limited to, parking fees (if applicable), golf cart rentals, state tourism incentives, etc., per the scale below.

<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 must sign all contracts that they are financially responsible for. Any additional items shall be agreed to in writing between the Host Organization and US Youth Soccer and included as an addendum to a signed hosting agreement.

Following the conclusion of the competition, the Host Organization is required to present a final report, including highlights of the 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. Any revenue earned by the Host Organization will not be remitted to the Host Organization until this report is received.

US Youth Soccer will be responsible for all accounting functions associated with the competition, and all revenue associated with hosting the event must be remitted to US Youth Soccer. The final accounting reconciliation will be used as the basis for the Host Organization payment share, per the scale above.

Competition Site Accommodations

It is required that the playing fields be located within a limited access complex no further than a 30-minute travel time from the appropriate 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 competition site must have space for hospitality, college coaches, referees, and volunteers. These areas must be supplied and staffed by the Host Organization, providing adequate meals, snacks, and beverages. Additionally, nutritious and appropriate meals, snacks and beverages must be provided for referees. Hospitality requirements should be coordinated with the Eastern Program Manager and/or designee in the leadup to the event.

The Host Organization must provide fully equipped Event Operations areas at each competition site which include, but are not limited to, equipment, volunteers, office equipment/supplies, and other assorted materials or supplies at each competition site and cover all associated costs.

Award Ceremony

The Host Organization must provide the following at the event site headquarters:

- 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.
- Tables to display awards.
- A covered stage large enough to comfortably accommodate 30 people.
- A sound system including speaker(s) and microphone.
- 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 sponsors.

Medical Facility and Personnel

The Host Organization is required to provide all medical personnel who must be at the site one (1) hour before the first scheduled match and one (1) hour after all scheduled 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 based on the field layout 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. 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 provides an adequate response time, the on-site requirement 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 Marketing

The event will be marketed nationally by US Youth Soccer, which will market the event 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.

Selection Criteria

US Youth Soccer will use the following guidelines in reviewing the proposal and in the selection process.

Competition Venue: The playing field site must contain quality fields that can adequately host approximately 140 teams, coaches, families and friends, volunteers, and administration. Additionally, the playing field site must be located within a limited-access complex. US Youth Soccer must have exclusive rights to the complex during the event. No other competitions, camps, leagues, or other events may be held during the Eastern Presidents Cup without prior approval from US Youth Soccer. The site must contain a medical room or similar area, adequate space for spectator viewing, parking, and sufficient bathrooms (fixed or portable). The venue should also have an area set aside for merchandise sales and an awards stage. The Host Organization is responsible for all usage and/or any other fees associated with use of the field complex for the event.

Hotels: Should be able to service 2,400 players plus coaches, staff, friends, and families. Home stays, campgrounds or dorms are not alternative housing options. Attempts should be made to minimize the cost of the hotel room rates. Hotels must be able to guarantee non-smoking Double/Double rooms to all teams and be a full-service hotel or higher end limited-service hotel property providing a hot breakfast, pool, and a workout area. Sleeper sofas may not be counted as double occupancy options.

US Youth Soccer (or a designee if applicable) will solicit and coordinate the accommodations and enter into agreements with the properties. US Youth Soccer (or a designee if applicable) is responsible for blocking rooms for teams, referees, the US Youth Soccer Board of Directors, National Staff, the Eastern Presidents Cup Management Group, and other VIPs. These rooms are non-commissionable and tax exempt where applicable. US Youth Soccer or its designee will also arrange for hospitality and/or meeting rooms, including technology needs at those hotels as needed. Eight (8) complimentary staff rooms must be provided at the host hotel for the duration of the event.

Competition Fields: All fields intended for use during the US Youth Soccer Eastern 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. A minimum of eighteen (18) fields must be secured, six (6) of which must be lit. If your city is geographically located so that playing games 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. Training fields are permitted to be located off site.

All fields must meet the requirements of IFAB Laws of the Game and US Youth Soccer policies and rules regarding the dimensions, markings, and equipment. The playing fields for 12U matches must be at least 50 yards wide and 70 yards long. Full size fields must be at least 68 yards wide by 110 yards long. All fields must be surfaced in natural grass or synthetic turf and level. Grass type must be consistent by age group throughout group play stages.

The fields must be properly maintained to the satisfaction of the US Youth Soccer Eastern Presidents Cup Management Group and US Youth Soccer, including, but not limited to, the cleanliness of the fields and surrounding areas, general turf maintenance, fencing, goals, nets, team benches, and field painting, with the Host Organization responsible for the expense and execution of these activities. US Youth Soccer will provide corner flags, team tents, and water coolers, which must be utilized.

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 is the responsibility of the Host Organization for the duration of the event.

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

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.

Practice Fields: A minimum of five (5) practice fields must be offered to the teams the night before the competition between 5:00PM and 8:00PM. 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 complex. The Host Organization is responsible for any associated costs. These practice fields must be surfaced with natural grass of a similar nature and quality as the playing fields, must be in playing condition and be equipped with soccer goals. The practice fields should be in close proximity to the teams' lodging facilities.

Soccer Goals: 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.

Team Benches: Team benches with seating for 25 people must be provided in each technical area. One (1) table and three (3) chairs for the Fourth Official and other authorized individuals must be located between the two (2) 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. Tents will be provided by US Youth Soccer.

Weather: Moderate and reliable (minimal threats of hurricanes, wildfires, etc.)

Water and Ice: 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.

Risk Management

All trainers, medical personnel, field marshals and other event volunteers, vendors, and any other individuals that could be in direct contact with teams at the US Youth Soccer Eastern Presidents Cup must comply with the current US Youth Soccer Risk Management policy, which is available [here](#), in addition to any other state or local requirements. The process must be complete no less than 3 days before the start of the Event.

Insurance and Indemnification

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 all employees and contractors utilized during the event.

Force Majeure

US Youth Soccer nor the Host Organization, State Association, LOC and/or Venue 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 (accept those involving employees or agents of the party seeking the protection of this clause), lockouts, or other industrial disturbances; acts of public enemy; wars; acts or threatened acts of terrorism; blockades; riots; civil disturbances; floods; hurricanes; tornadoes; earthquakes; plague, epidemic, pandemic, outbreaks of infectious disease or any other public health crisis, including quarantine or other employee restrictions and any other similar events, acts, or omissions beyond the control of the parties.

Termination of Agreement

US Youth Soccer reserves the right at any time to withdraw the US Youth Soccer Eastern 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 Presidents Cup Management Group and/or US Youth Soccer shall have the right to terminate the US Youth Soccer Eastern Presidents Cup by providing formal written notice to the host site/city selected, which shall go into effect immediately upon receipt.

Bid Process Timeline

All bids will be accepted through Tuesday January 31st, 2023, at 5:00PM CST. No later than Wednesday, March 15th, 2023, the Eastern Presidents Cup Program Manager and representative(s) from the National Office, as part of the selection process, will conduct site visits to the highest scoring venue(s), as needed. Site visits deemed necessary by the US Youth Soccer Eastern Presidents Cup Program Manager are to 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.).

Based on the proposal(s) submitted and site visit(s) conducted, the announcement of the site selected to host the US Youth Soccer Eastern Presidents Cup is expected to be on Wednesday, March 22nd, 2023. If needed, adjustments to this timeline may be made, at the discretion of US Youth Soccer.

US Youth Soccer will advise the Host Organization of their winning bid. The Host Organization that is awarded the US Youth Soccer Eastern Presidents Cup will be required to enter into a formal agreement outlining the responsibilities of the Host Organization, the US Youth Soccer State Association (if applicable), any appointed Local Organizing or Host Committee (if applicable), and US Youth Soccer.

Host Organization Benefits

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

- 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 to 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

Economic Impact Projections

Previous Eastern 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.

Proposal Bid Questions

The following items 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. Please include a facility map with photos.
 - b. Please include your Severe Weather and/or Emergency Plan.
 - c. Backup field plan in the event of weather delays or other unforeseen circumstances.
 - d. 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. Accommodations
 - a. Details of the hotels within a 30-mile radius, including:
 - i. Number of rooms with two beds, **excluding** king beds with a sleeper sofa as an option
 - ii. Room rates for all hotels under consideration for use, including proposed rebate
 - iii. Hotel Class by Star Rating
 - iv. Amenities of the property
 - v. Restaurant hours
 - vi. Swimming Pool/Workout Facilities
 - vii. Meeting rooms and square footage
 - viii. Parking fees, if applicable
 - ix. Distance from complex, primary airport, local restaurants
 - 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 180 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 180 people, classroom style, for the duration of the event, including AV and sound system. This is negotiated and paid for by the Host Organization.



5. Financial

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

- a. An estimate of projected major costs. See Appendix C.
- 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.

6. 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?

7. 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?

8. 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?

9. 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

Contact Information

Please keep in mind that this document is meant as a guideline for cities/venues interested in preparing a bid proposal. If you feel your city/venue is unable to meet certain criteria as outlined on the previous pages, please contact us as we are always open to alternative and creative ideas, as well as other options. We are committed to working with each, and every, potential host city/venue to explore the possibility of bringing US Youth Soccer Eastern Presidents Cup to the area.

If there are any additional questions, please feel free to contact Shaun Fleming via email at sfleming@usyouthsoccer.org

The deadline to submit your bid proposal is Tuesday January 31st, 2023, at 5:00PM CST. Please submit four (4) copies via US mail and an email copy to the following contact:

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

Appendix A: Financial Responsibilities

US Youth Soccer Investment

- Travel costs for US Youth Soccer staff and referees
- Field equipment including, but not limited to, team sideline 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

Host Organization Investment

- Usage fees and/or any other costs associated with use of both match and practice field complex(es)
- Any required permits and all costs associated with the process
- EMTs, Athletic Trainers, Medical Doctor/Staff, equipment, and supplies
- Hospitality for US Youth Soccer Staff, Event Staff, Medical Staff, Volunteers, VIPs, and College Coaches (snacks, bottled water, lunch, etc.)
- Hospitality for Referees (snacks/fruit, bottled water, lunch (more nutritious choices than above))
- Golf cart rental for US Youth Soccer Staff, Medical Staff, Eastern Presidents Cup Management Group, Referee Transport, Host Organization, and Event Staff
- Ice for hydration and other uses as required
- Air-conditioned spaces to for event headquarters, US Youth Soccer staff, referee staff, hospitality areas, etc.
- Stage and sound system for awards ceremony
- Rental of radio communication equipment
- Police for traffic control, security, etc.
- Adequate bathroom facilities, either fixed or portable
- Field/complex/bathroom maintenance and upkeep for the duration of the event
- If the complex does not allow tent/signage staking, it is a requirement of the Host Organization to provide a minimum of 30 sandbags per field for tents and signage
- Waste management (trash and recycling costs)
- Volunteer support for the event to operate under the supervision of the US Youth Soccer Operations team
- Meeting rooms for registration, state meetings, board meetings, storage, etc. as required
- Temporary storage shed on complex grounds to house US Youth Soccer equipment and crates if no permanent structure is available
- Site visit expenses for a maximum of three (3) US Youth Soccer representatives

Appendix B: Event Operations Requirements

- US Youth Soccer
 - Adequate free parking for US Youth Soccer Staff, Referees, State Representatives, VIPs, and other guests.
 - Air-conditioned space for 10 people to work out of with sufficient electrical outlets and reliable and secure high-speed Wi-Fi internet service, and a color laser printer/copier. A layout map must be provided to US Youth Soccer after the field location has been finalized.
 - The room must lock or be made private from non-event staff
 - Secure storage area for gear, balls, and awards
- Referees/Referee Coaches
 - A **color laser printer/copier** at the Referee hotel.
 - A secure, air-conditioned tent or room for referee check-in, with the ability to fit up to three (3) tables, 10 chairs and other equipment. Access to reliable and secure high-speed Wi-Fi internet service for the duration of the event. Adequate power supply for printers and laptop computers.
 - Large room for referee hospitality/meals (40' x 40' or 30' x 30' with a minimum of 12 pop up tents)
 - Easy access to secure, non-public restrooms
 - Sufficient tables and chairs to accommodate approximately 200 individuals
 - Adequate nutritious meals, snacks, hydration, ice, and fresh fruit, with options for individuals with dietary restrictions, in consultation with the Eastern Program Manager and/or designee.
- Medical Facility/Personnel
 - Room, tent, or other areas for medical personnel to assist with treatments, injuries, pregame wraps, etc.
- Sponsors
 - Large room/common area for sponsors to set up headquarters
 - Area must have electrical outlets
- VIPs/State Representatives/College Coaches
 - Air-conditioned hospitality room or tent for VIPs and State Representatives to check in, eat, mingle, etc. (Minimum size of 30' x 30')
 - Sufficient tables and chairs to accommodate approximately 50 people
- Volunteer and Staff Requirements
 - Host Organization area for volunteer and staff check in, other uses, etc.
 - At least four (4) volunteers to assist US Youth Soccer Operations with complex setup at least one (1) day before the start of the event
 - Security must be provided at all times for the duration of the event. This includes rapid availability 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.
 - A minimum one person for every two (2) fields to serve as Field Marshals on all game days.
- If storage space is available on site, the Host Organization shall provide that space to US Youth Soccer without cost. If storage space is not available on site, an area within the park must be made available so that the Host Organization can obtain one or more storage containers at its expense to be located on site for US Youth Soccer equipment and crates.
- A list of activities, events, area restaurants and shopping areas in the general area of the Eastern Presidents Cup that are scheduled or available during the event.
- No alcoholic beverages may be served at any US Youth Soccer Eastern Presidents Cup venue or during any events attended by players.

The Host Organization must provide all of the above facilities, accommodations, supplies, equipment, and volunteers at each competition site, and cover all associated costs.

Appendix C: 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 Presidents Cup in your city.

Item	Notes	Estimated Costs
Fields	A minimum of eighteen (18) 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	
Bicycles	Four (4) for Referee staff or as requested	
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)	One (1) – 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 or funding that might financially enhance your bid.