

US Gaelic Athletic Association



USGAA Playoff Host Committee Charter: Obligations, Responsibilities and Requirements

As enacted by USGAA Convention:

November 2017

Virginia Beach, VA.



USGAA PLAYOFF HOST CHARTER

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USGAA PLAYOFF HOST CHARTER

Finals Fee:

The USGAA fee for hosting the finals shall be \$14,000:

- \$10,000 payable to the USGAA Treasurer.
- \$4,000 payable to the USGAA Youth Board Treasurer

The fee is payable to USGAA by July 1st.

Insurance Coverage:

If the event is not hosted at a location covered by USGAA Liability Insurance plan, 60 days in advance USGAA must receive for approval a copy of Liability Insurance for the event.

Event Information:

(a) By April 1st, USGAA should be provided with information related to fields, hotel, transport, and ticketing plans. If necessary, USGAA may request an onsite visit to approve the proposals.

(b) By June 1st, this information should be disseminated to Traveling Teams through: i) Divisional Boards and ii) Playoffs Website

(c) A simple plan layout of the fields, tents, facilities, food stations etc., should be available on a USGAA Finals website, and also provided to USGAA before August 1st.



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Fields:

(a) Five co-located all-grass GAA fields in good condition, reserved for up to five days from **Thursday through Monday of Labor Day weekend.**

(b) Each field should measure no less than 143 yards (130meters) X 80 yards (73 meters), with proper field markings, flags, goal-posts, nets, score-boards, etc.

At least one of the fields no less than 150 yards (137 meters) X 80 yards (73 meters) in size and all fields with adequate separation between them.

No Host Division will be required to provide more than 5 co-located fields.

(c) Bleachers or other seating at the fields for at least 1,500 spectators.

(d) 2 changing rooms per field, restrooms for 2,000 attendees, 30 litres of drinking water per game, staffed first-aid center(s).

(e) The ability to restrict and/or erect sponsor signs at the different events as required by USGAA contracts.

(f) A set of nets suitable for hurling and football on all fields.

Tents:

(a) Main tent: 40 X 40 tent for Registration, Referee Administration and other USGAA activities. The Main Tent should include:

- i. Wireless internet access.
- ii. 10 x 8 ft tables, with chairs for at least 12 people.
- iii. Electricity and at least 6 power strips

(b) Enclosed 15 X 15 tent next to Main Tent for Referees Changing Rooms.

(c) 2 of 15 X 15 tents for players at each field where a changing room is not available.

(d) If required, 1 of 15 X 15 enclosed tent for USGAA Sponsors

Signage for tents. All tents must be clearly marked.



USGAA PLAYOFF HOST CHARTER

Field Marshalls, Volunteers and Standby Match Officials:

(a) A team of four substitute games officials available on-call to the USGAA for the entire day on Saturday.

(b) Host Committee should select responsible individuals, who are briefed 1 week in advance as to their responsibilities.

(c) Host Committee is required to designate 1 field marshal per field for the entire weekend. Duties to include, but not limited to:

i. Ensuring the games are on schedule

ii. Ensuring order is maintained at the fields eg. Spectators are outside the perimeter, are not drinking alcohol if it is prohibited etc.

iii. Notifying USGAA if Teams, Referee or Officials are not present 10 minutes prior to Game Start time.

iv. Requesting Medical Assistance in case of serious injury to player;

v. Notifying USGAA of game delays in excess of 5 minutes.

(d) Host Committee will assign one person who is in charge of field marshals, duties of the field marshals will be sent to this person.

(e) There will be a table & chair at each field for the field marshal – this can also be used by the Referee before the game and at halftime.

(f) Field Marshall should have separate color shirt/vest to distinguish.

(g) Host Committee is responsible to supply enough volunteers to support the tournament over the four days.



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Accommodation and Transport:

- (a)** Hotel rooms within a maximum 30-minute drive of the fields, sufficient to provide an average of at least 5 rooms for each traveling team at reasonable rates, and USGAA meeting facilities as required at no charge.
- (b)** Team transportation round-trip from the hotel to the fields for a flat fee of no more than \$15. This cost can be included in the Weekend Ticket Pass, but should not be valued at more than \$15 cost.
- (c)** At no charge, 15 Hotel rooms to the USGAA for officers and USGAA guests for the duration of the Playoffs.
- (d)** At no charge, 25 Games Admission Passes for the USGAA officers and USGAA guests. Admission Passes for Referee's to be determined separately by USGAA.
- (e)** Have personnel available for airport pick-up of USGAA guests, e.g. Dignitaries, Referees from Ireland etc.
- (f)** At no charge, 8 x 2-way Radio to USGAA for each day of the Playoffs.
- (g)** At no charge, 5 Golf Carts available to USGAA for each day of the Playoffs

Buses:

- (a)** Buses should be available from hotels to fields starting at 6:30 am to 7:00 pm each day of the event with an emphasis on the early morning and late day departures.
- (b)** Buses should be arranged for Friday through Sunday, with contingency in place for unforeseen events.
- (c)** Must have bus coordinator at each hotel every morning for the entire weekend
- (d)** Schedule for buses must published on website and social media.
- (e)** If fields are spread out and the distance is longer than ½ mile, a shuttle will need to be provided for attendees at tournament.



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Any deviations from this list of Playoffs Host Minimum Requirements must be approved by USGAA at least 90 days in advance.

Penalty for non-compliance – Possible elimination following due process from all playoff competition.

USGAA Responsibilities:

USGAA will be responsible for the following:

- a. Ensuring that all teams entered into the USGAA playoff draws stay in the host city's designated hotels.
- b. Overseeing the organization of the Tournament games.
- c. Scheduling of games
- d. Ordering of medals
- e. Scheduling referees
- f. All completed referee reports.
- g. Updating online score board at tournament.
- h. Registration/wristbands
- i. Oversight of fields organization
- j. Official club registration sheets
- k. Trophy presentations
- l. All disciplinary matters during the tournament
- m. Submitting Club contacts to Host Committee Secretary
- n. Invitations to all dignitaries

