



## IBSA Football Major Tournament Handbook 2022 - 2024



# Introduction

This document has been created to support organisations submitting bids for major tournaments from 2022 to 2024, in the lead up to the Paris 2024 Paralympic Games. As more countries from around the world participate, and the growth of the sport of blind football, it is imperative that a clear and transparent process is outlined for all tournaments that will determine which countries will host these tournaments as well as ensuring these tournaments meet the expected standards of IBSA and the Football Subcommittee.

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# Transparency

To ensure transparency, the following steps will be followed:

- The IBSA Football 2022-2024 Major Tournament Handbook is publicly available
- Once submissions are received and reviewed by the IBSA Football Subcommittee the submissions will be voted on by the committee members\*
- The final decision by the IBSA Football Subcommittee is the result of an open voting process. In other words, the blind football community knows what it takes to be chosen as the host of a major tournament, and why a choice has been made.
- IBSA Football Chairman to notify the IBSA Executive of the IBSA Football Subcommittee's decision.

\* Any members of the IBSA Football Subcommittee that are involved in the bidding process on behalf of a member association are required to abstain from the voting process, therefore ensuring the integrity and ethics of the voting process

## Evaluation process

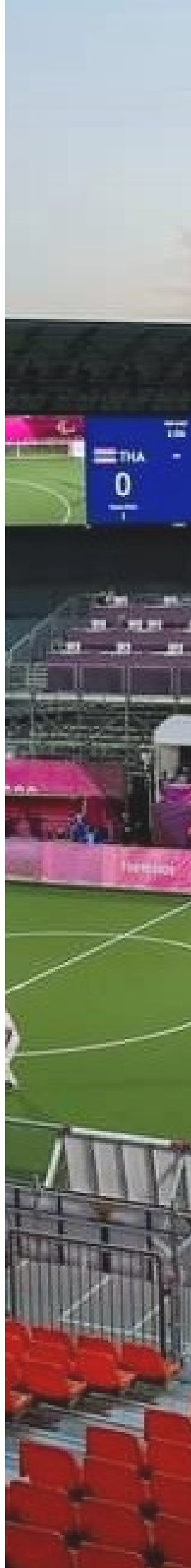
An assessment will be undertaken of bids as to the level of compliance against the requirements of the bidding process, which includes completion of IBSA bid document.

## IBSA bid

Information to be included in the IBSA bid is as follows:

- General information
- Stadium location
- Accommodation & IBSA HQ
- Airports
- Transport infrastructure & general mobility

The IBSA Football Subcommittee may approach countries to submit a bid to be evaluated if there are a lack of bids or the submitted bids don't meet expected standards.



# Major Tournaments

This process will apply to the following IBSA tournaments:

- IBSA World Championships
- IBSA Regional tournaments (Asia, Europe, Africa, Americas)
- IBSA Sub regional tournaments (Europe Division 2, Central America, North America)
- IBSA Women's tournaments
- IBSA Youth tournaments
- World Grand Prix

## Technical Delegate

The IBSA Football Subcommittee will appoint a Technical Delegate for each major tournament and they will be responsible for providing a technical assessment of the tournament, with the resultant report to be reviewed at a IBSA Football Subcommittee meeting. Recommendations made by the IBSA Football Subcommittee will be actioned by the Technical Delegate for follow ups with the Local Organising Committee, Tournament Manager/Tournament Director and IBSA Referee Coordinator as required. The Technical Delegate will be responsible for ensuring open communication between all parties prior to the lead up to the tournament taking place.

# Timeline

The below process will commence approximately 18 months prior to the commencement of the of any IBSA Major Tournaments (refer to Major tournaments list on page 2).

### Step 1

IBSA dispatches bidding agreement, hosting agreement and further bidding and hosting documents to member associations and on the IBSA website.

### Step 2

Deadline for the submission of the completed bidding registration documents to express their interest in hosting a tournament.

### Step 3

IBSA Football Subcommittee meets to discuss bids.

### Step 4

IBSA Football Subcommittee votes on bids.

### Step 5

IBSA Football President notifies IBSA Executive Board of winning bid and the winning bid is posted to the IBSA website.

### Step 6

IBSA Executive Board contacts LOC of winning bid to organise contracts.

### Step 7

IBSA Football Subcommittee forwards this handbook, and related checklist to LOC of winning bid and appoints Technical Delegate.

### Step 8

LOC completes checklist and sends to Technical Delegate.

### Step 9

Technical Delegate completes an assessment and then meets with LOC (remote or in-person) and discusses checklist and any areas of concern.

### Step 10

Technical Delegate provides regular updates at monthly IBSA Football Subcommittee meetings prior to the commencement of the tournament.

# Major Tournament Requirements

Once an LOC has been awarded a major tournament (see list on page 2) the IBSA Football Subcommittee has developed a checklist of additional requirements to ensure the LOC meets the required standards for hosting a major IBSA Football tournament. The LOC is required to read the requirements below and complete the Major Tournament Checklist and send to the appointed IBSA Football Technical Delegate for discussion and feedback. Information to be included in the checklist is as follows:

## General

- Eye shades
- Match balls
- Sideboards
- Goal posts
- Tournament schedule

## Budget

- Tournament fee and budget
- Tournament fee confirmation
- Process for confirmation of entrants

## Facilities

- Venue facilities
- Main Pitch features
- Training facilities

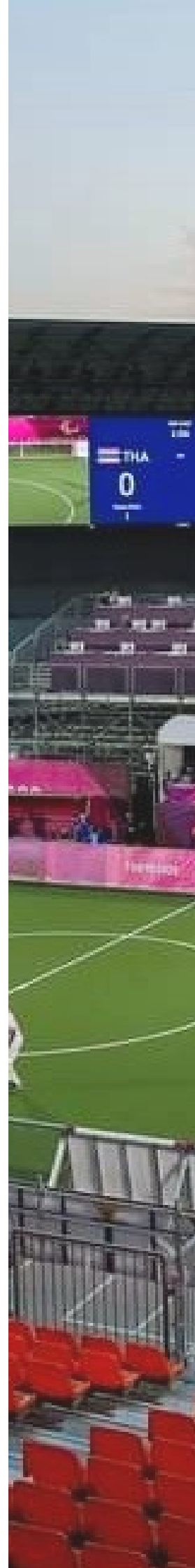
## External factors

- Weather conditions
- Noise pollution
- Safety & security

## Media, promotion and volunteers

- Broadcasting
- Communications, marketing and event promotion
- Volunteers
- Competition-related events – fan zone, activations, etc

**It is a requirement for all LOCs of IBSA Football Major Tournaments (see page 3 for list) to complete the Major Tournament Checklist that is attached to this handbook.**



# Requirements

The IBSA Football Subcommittee believes the requirements listed will result in the successful hosting of a major IBSA Football tournament by an LOC. They are as follows:

## Eye shades

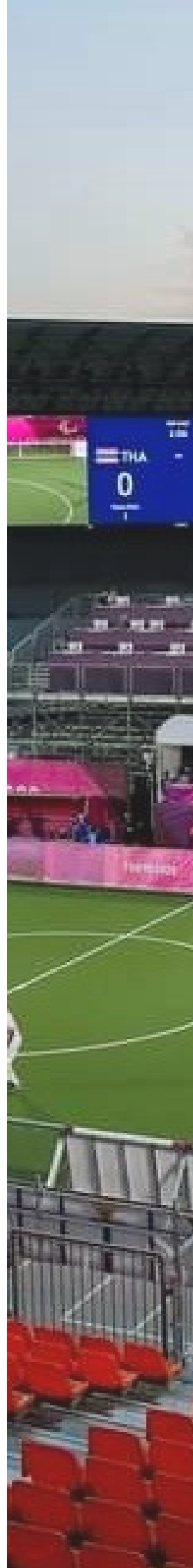
- Only IBSA sanctioned eye shades can be used. Refer to the IBSA Blind Football Approved Equipment list at <https://blindfootball.sport/about-football/rules-and-downloads/> for approved eye shades. Every individual/team is responsible for bringing their own approved eye shades to every major tournament.
- The LOC is responsible for supplying replacement foam.
- The LOC should communicate this to all participating countries a minimum six (6) months prior to the commencement of the tournament.
- The LOC should purchase a small quantity of eye shades in case any team/individual is unable to bring their own eye shades.

## Match balls

- The match ball should be an IBSA sanctioned match ball. Refer to the IBSA Blind Football Approved Equipment list at <https://blindfootball.sport/about-football/rules-and-downloads/> for approved balls.
- If the LOC wishes to use a ball that isn't currently sanctioned, a request must be sent to the committee no less than 12 months prior to the commencement of the tournament.

## Sideboards

Sideboards should meet the standards set out in the IBSA rulebook and supporting IBSA sideboard specifications sheet. The LOC should organise for the Technical Delegate to view the sideboards a minimum of one (1) month before the commencement of the tournament.





# Requirements (cont.):

## Goal posts

Goal posts must be made of rounded aluminium and must be anchored securely to the ground.

## Tournament schedule

- The LOC must ensure each participating country has a maximum of two (2) game days in a row throughout the competition before having a rest day.
- A proposed schedule must be sent to the IBSA Football Subcommittee with the tournament bid submission. A finalised schedule will need to be sent a minimum of one (1) month before the competition commences for approval by the committee.

- The LOC should aim to consider classification days in the schedule to minimise tournament days required depending on the countries participation and the potential classifications required.

## IBSA Tournament staff

To ensure tournaments are run efficiently and professionally, the following are the required IBSA Football appointed roles at an IBSA Football Major Tournament:

- Technical Delegate (see page 4)
- Assistant Technical Delegate
- Match Coordinator
- IBSA doctor
- Referee Coordinator



# Requirements (cont.):

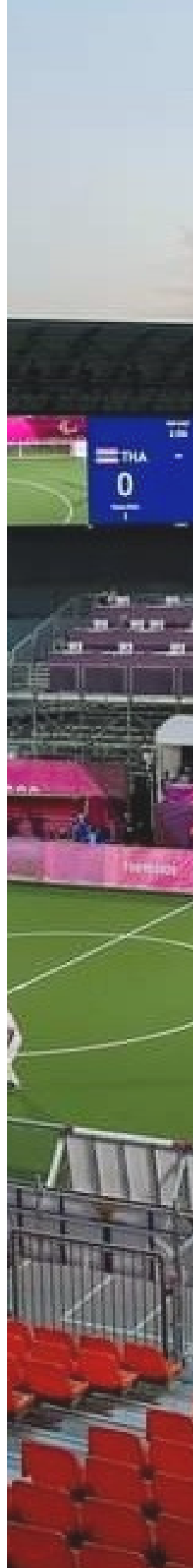
## Tournament fee and budget

- The LOC to provide a breakdown of the overall budget for the tournament. Within this budget the LOC should state the proposed tournament fee and where possible to minimise this fee. Listed below are suggestions to consider that will impact overall costs, and therefore the tournament fee:
- Work with local business and sponsors to raise funds locally to minimise costs to countries attending;
- Work with the IBSA Football Subcommittee to ensure the schedule prioritises a high quality classification process while looking to reduce the number of days for classification and therefore overall number

- The LOC to regularly communicate with the IBSA Referee Coordinator & Technical Delegate to discuss the available pool of referees and whether it is possible to include a higher number of referees from the host country/region.

## Tournament fee confirmation

The LOC to provide a process for payment of entry fees and cut off date for final confirmations from competing countries.





# Requirements (cont.):

## Process for confirmation of entrants

Once the LOC has confirmed the countries attending the tournament a list of competing countries should be sent to the IBSA Football Subcommittee between 12 and 6 months before the commencement of the tournament so the committee is able to send an official letter to each country to confirm their participation in the tournament.

## Venue Facilities

The main venue to have the following:

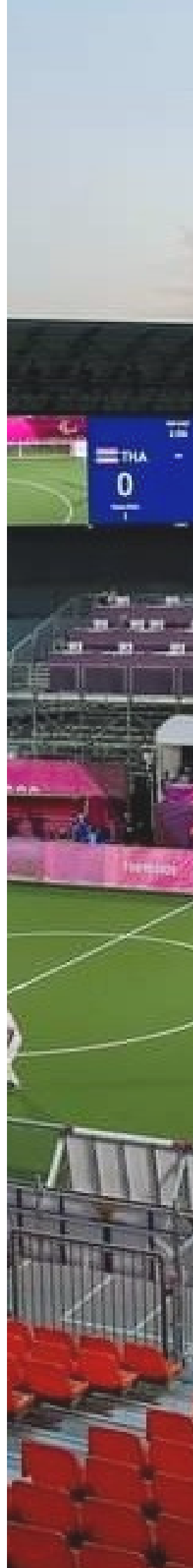
Home and away change rooms, anti-doping rooms, referees rooms, broadcaster room, toilets.

## Training facilities

The LOC to provide information on training facilities for competing countries during the tournament

## Match pitch features

- Artificial grass should be used for all tournaments with the preference of 3G or 4G artificial grass, with the length of grass to be between 20mm and 30mm above the rubber if it's a 3G surface, and must be visited by the Technical Delegate or a IBSA Football Sub Committee Member for approval
- No sand based or water based AstroTurf
- Where possible, the LOC is to provide transparent kickboards on the main pitch.
- Stadium layout: The main pitch must have one side for referee table and team benches, the opposite side of the pitch to have main grandstands, and with additional grandstands behind both ends of the pitch (if possible).



# Requirements (cont.):

## Noise pollution

Location of venue must ensure minimal noise pollution from surrounding environment, for example roads and train lines.

## Weather conditions

The LOC should do their best to ensure they host the tournament in the optimum and most neutral weather conditions for all.

## Safety and security

The LOC to provide information on safety and security measures to be implemented before, during and after the tournament.

The LOC to ensure paramedics and a defibrillator are at the venue during all competition times.

## Broadcasting

LOC to provide information on broadcasting plans for the tournament.

## Communications, marketing and event promotion

LOC to provide information on marketing and promotional plans for the tournament.

## Volunteers

LOC to provide information on organisations and volunteers that may be involved in supporting the coordination of the tournament.

## Competition related events – fan zone, activations, etc

LOC to provide information on any activations, or similar, that the LOC is planning to provide during the tournament.



