

Request for Proposals:

Host Tribal College(s) for the 2019 AIHEC National Basketball Tournament

RFP Publication: January 27, 2016

Due Date: May 1, 2016

Period Covered Under RFP:

This RFP covers one year/tournament: 2019.

Eligible Applicants:

Individual Tribal Colleges and Universities; Partnerships of a "Lead TCU" and one or more other TCUs, other institutions, and/or private sector partners.

**Application Content
and Length:**

Applications should be no more than 10 written pages, double spaced, and must address the 12 points listed below. Applications must include:

- Draft Budget (not included in page limit)
- Statement authorizing the proposal, which must contain the **YEAR (2019)** for which the proposal is submitted, signed by the president of the (lead) institution
- Letter of Commitment/Partnership from each partnering TCU, other institution, and entity, if applicable (*not included in page limit*)

Applications may include maps, photographs, and lists or descriptions of local businesses (for example, (lodging and food establishments). These items may be included within the body of the proposal or attached as appendices.

Submission:

Proposals may be submitted electronically, by U.S. Mail, or by UPS to the AIHEC Central Office, which will transmit them to members of the AIHEC Athletic Commission for consideration.

Electronic submissions should be addressed to:

agrandon@aihec.org.

Proposals submitted by mail or delivery service should be addressed to:

AIHEC National Basketball Tournament Solicitation
American Indian Higher Education Consortium
121 Oronoco Street
Alexandria, VA 22314

Application Elements:

1. **Authorization:** The proposal must be authorized and signed by president of the lead tribal college and the president(s) of other partnering colleges or entities.
2. **Statement of Interest and Intent** (4 points)
Brief narrative description of your institution's interest in hosting the tournament, including such things as the impact of the tournament on your institution and community. The statement must include potential dates for the tournament and the proposed tournament location.
3. **Gymnasium Space** (10 points)
Institution must document that it has access to at least two college and university regulation courts and that both the courts and gymnasium meet NCAA/NAIA/NJCAA specifications for collegiate basketball, including:
 - a. If a dropdown net is involved, at least five feet of separation from sideline to sideline
 - b. Each court must have two operational shot clocks and one game/score clock
 - c. Lighting must be sufficient to provide a safe playing environment (i.e. incandescent cans)
 - d. Floor surface must be intact and provide a safe playing surface (i.e. no surface breaks, non-slip, etc.)
 - e. Courts must be of proper collegiate size and length and must include required collegiate basketball markings (e.g. 3-point lines and restricted arcs)
 - f. Points will be awarded in part based on the proximity of the facilities and courts to one another.
4. **Supportive Space** (3 points)
Locker rooms –at least two quality locker rooms; four or more preferred.
5. **Support Personnel** (4 points)
 - a. **Officials** –at least master level National Federation of High School (NFHS) certified, preferably with some college experience
 - b. **Athletic Trainers** – at least one Athletic Trainer Certified (ATC) per court
 - c. **Game day management staff** – sufficient staff to run the score clock, shot clock, official scorebook, facility security, ticket booth, etc.
 - d. **Community Volunteers** – to help with general tournament management
6. **Host Basketball Committee** (2 points)

Committee must include at least four members (2 per gym space)

7. Centralized Location (5 points)

An important goal of the annual tournament is to achieve maximum participation by TCUs by ensuring that the tournament is accessible and affordable. Team travel costs, as well as the length of travel required, are important considerations. Points will be awarded on a sliding scale based on the proximity of the proposed tournament site to the maximum number of TCUs. The more accessible the proposed tournament site is, based on the judgment of Commissioners, the more points the proposal will receive for this criterion.

8. Lodging (5 points)

Accommodations must be sufficient for at least six sleeping rooms per team and points will be awarded based on the proximity of lodging to the tournament site(s), as follows:

- Lodging within 5 miles: 5 points
- Lodging within 10 miles: 3 points
- Lodging within 15 miles: 2 points

9. Restaurants and other eateries (3 points)

Variety of food establishments to accommodate approximately 20 teams, TCU staff, and fans.

10. Sponsorship and Partnership (4 points)

Demonstrated ability to solicit sponsors and partnerships (including other TCUs or other institutions of higher education) to minimize or share tournament costs

11. General Services (4 points)

- a. Coaches clinic
- b. Player development camp
- c. Hospitality room
- d. Miscellaneous

12. Budget (5 points)

Draft budget for the tournament: a collective goal for each tournament is to return a profit and allocate portion of the profit to a scholarship fund for TCU Scholar Athletes.