



LOWER MAINLAND RINGETTE LEAGUE

Call for proposals — U12 Competition Introduction Program

August 23, 2021

Lower Mainland Ringette League (LMRL) is seeking a contractor to deliver the **Ringette BC U12 Competition Introduction Program** for the 2020-21 season.

Interested individuals or businesses are welcomed to submit a proposal to undertake work that meets the statement of work (SOW) below. Please include your pricing, cover letter, background and qualifications in your proposal and email to the LMRL Director of Athlete Development Edina Beeby (edina.beeby@lmrl.ca) before midnight on **September 13, 2021**.

Title: Contractor, U12 Competition Introduction Program

Objective: To administer and deliver the *Ringette BC U12 Competition Introduction Program* on behalf of the LMRL for the 2021-22 ringette season, following the guidelines as set out in the [Ringette BC U12 Competition Introduction Program Guidelines](#) and as outlined by the LMRL in this SOW.

Background: As part of its 2019-2023 strategic plan, Ringette BC published guidelines for a program open to all U12 aged athletes meant to bridge the gap between U12 recreational (club) and competitive (zone) play at the U14 level. The *Ringette BC U12 Competition Introduction Program Guidelines* states that leagues are to oversee administration and delivery of the program.

LMRL has administered and delivered a similar U12 program in the past according to the availability of resources and volunteers. The new *Ringette BC U12 Competition Introduction Program* now sets out guidelines and curricula for leagues to follow.

LMRL does not currently have the internal capacity to deliver the *Ringette BC U12 Competition Introduction Program* and is outsourcing its administration and delivery.

The estimated start date of the U12 CI program is October 15, 2021, and the end of the program is February 28, 2022.

Scope: The LMRL has ten member Associations from a geographic area covering all communities in the Lower Mainland stretching from Chilliwack to North Vancouver, representing approximately 1200-1300 athletes, coaches and officials. There are approximately 15-17 teams in the U12 division in any given year. This represents a pool of approximately 200-250 U12-aged athletes.

Tasks:

- Producing a program timeline and schedule covering a period of 14 weeks between October 15, 2021 and February 28, 2022;
- Communicating program activities and schedules with the league and participants;
- Delivering on-ice skill ringette development sessions and off-ice training opportunities following the [Ringette BC U12 Competition Introduction Program Guidelines](#);
- Hiring and overseeing instructors and certified coaches for the program delivery following the [Ringette BC Coach and Team Selection Policy and Volunteer Screening](#);
- Purchasing and distributing participant jerseys;
- Forming teams for the team-play portion of the program following the [Ringette BC U12 Competition Introduction Program Guidelines](#);
- Organizing a program final event; and
- Liaising with the LMRL Director of Athlete Development regarding the program delivery, providing regular updates.

Constraints:

- The program must not conflict with the LMRL U12 league game schedule.
- The program should be accessible to U12 athletes from within LMRL's geographic region wherever possible.

Meetings: The Contractor will meet monthly with the LMRL Director of Athlete Development through the duration of the program in order to provide progress updates.

Deliverables:

- A 14-week U12 development program following the [Ringette BC U12 Competition Introduction Program Guidelines](#) delivered between October 15, 2021 to February 28, 2022.