

2026
Canada Basketball Masters
National Championships



CANADA
BASKETBALL

Request for Proposal
Prepared January 2026

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01. Introduction

The **Canada Basketball Masters National Championships** is a national championship event that brings together adult athletes from across Canada in age-based Masters categories. The event celebrates lifelong participation, competitive excellence, and community engagement, while providing a high-quality, inclusive national championship experience aligned with Canada Basketball's values of Safe Sport, equity, diversity, and inclusion.

The event brings together Masters teams from across the country, competing in multiple age categories and divisions for national titles. The Championships are designed to balance high-quality competition with a festival-style atmosphere, emphasizing social connection, inclusion, and destination-based experiences.

Canada Basketball invites qualified Provincial/Territorial Sport Organizations (PTSOs), municipalities, tourism partners, and local organizing committees to submit proposals to host and support the delivery of a professionally run Canada Basketball Masters National Championships, to be held in October 2026.

02. Championship Objectives

The objectives of the Canada Basketball Masters National Championships are to:

- Provide a first-class national championship experience for adult and Masters athletes.
- Promote lifelong participation in basketball across Canada.
- Deliver a high-quality competitive environment appropriate to adult sport.
- Provide a safe, inclusive, welcoming, and social event experience.
- Support host communities through sport tourism and economic impact.
- Strengthen collaboration between Canada Basketball, PTSOs, host communities, and local partners.

03. Hosting Opportunity Overview

3.1 Event Scope

The 2026 Canada Basketball Masters Open Championship is expected to include:

- Multiple age categories (e.g., 40+, 50+, 60+ etc.)
- Men's and Women's divisions
- Approximately 40–60 teams, depending on host capacity and format
- Minimum 4-6 full-size FIBA basketball courts

Canada Basketball may adjust final divisions and team numbers based on registration demand and venue capacity.

3.2 Proposed Event Dates

- Preferred Competition Window: October 2026:
 - Option 1: October 21-25
 - Option 2: October 14-18
 - Wednesday to Sunday (5 days of competition)
 - Venue access required:
 - Up to 2 days prior to competition (setup / accreditation)
 - 1 day post-competition (teardown)
- Canada Basketball recommends that facilities to be placed on hold at the time of submission of the RFP.

3.3 General Hosting Information

- The Host will work in close collaboration with Canada Basketball in the planning and event execution, following Canada Basketball standards.
- Canada Basketball will provide national oversight, technical standards, branding, and event systems.
- Regular planning meetings will be held between the Host and Canada Basketball.

04. Host City Benefits

Hosting the Canada Basketball Masters National Championships provides significant benefits, including:

- Sport tourism impact from adult participants who typically travel with partners, friends, or families.
- Multi-night hotel stays and increased restaurant, retail, and entertainment spending.
- Engagement of local volunteers, officials, and basketball communities.
- National exposure through Canada Basketball digital and social platforms.

Masters participants historically demonstrate strong discretionary spending and tourism engagement, making this event particularly attractive to host destinations.

05. Bid Timelines

Date	Requirements
Friday, February 27 th , 2026	Letter of intent must be received by Canada Basketball
Monday, March 30 th , 2026	Full bid packages must be received by Canada Basketball
Wednesday, April 15 th , 2026	Evaluation of bids and site visit completed
Thursday, April 30 th , 2026	Host selected
May, 2026	Canada Basketball will announce the successful hosts

06. Bid Submission Requirements

Canada Basketball requires the following bid documents to be submitted in accordance with the timelines listed above.

6.1 Letter of Intent

The Letter of Intent must include the following information and should be submitted to show your interest and capacity to host the Canada Basketball Masters National Championship event. (Must be submitted by 17:00 EDT on February 27th, 2026)

- Introduction to Host and key partners
- Proposed host city information
- Proposed Competition Venue
 - Location and Number of Courts Available (Competition & Practice)
- Primary contact person

6.2 Bid Package

The Bid Package must include the following information. (Must be submitted by March 30th, 2026)

Please note that your bid submission must provide information in the following order:

6.2.1 Host City/Event Profile

The Bid Package must include the following information about the host city:

- Competition Venue(s) & Practice Venue(s)
 - Location and Map
 - Court Layout (Courts, Free Space, CAD Drawing, photos, etc.)
 - Other Rooms (Changerooms, Meeting Rooms, etc.)
- Parking Availability & Costs
- Vendor/merchandise areas
- Catering and Food/Beverage Options
- Sponsor/branding restrictions
- Transportation Plan
- Host Organizing Committee Structure & Volunteer Plan
 - Other Human Resources support - Local basketball clubs, sport volunteers, event hosting staff

6.2.2 Letters of Support

The Bid Package may include letters of support from the following organizations:

- Provincial or Municipal Government
- Venue operator
- Tourism or destination marketing organization
- Provincial/Territorial Sport Organization

6.2.3 Funding

The following Host funding requirements must be clearly outlined in the bid submission:

- A list of available funding opportunities, including any municipal, provincial, and third-party grants that could be applied for.
- Any additional Municipal or tourism financial contributions
- In-kind support (venue discounts, services, staffing, etc.)

07. Hosting Requirements

This section reviews the hosting requirements for the Canada Basketball Masters National Championships. Please be sure to reference this information when building your bid package.

7.1 Dates

The venue will be required for five (5) competition days and will also be needed up to two (2) days prior to the first competition day for set-up and check-in and up to one (1) day after the last day of competition for tear-down.

7.2 Competition Venue Requirements

The following items outline the competition requirements for hosting Canada Basketball Masters National Championships.

- Minimum of four (4) game courts with accurate FIBA court dimensions and FIBA court markings.
- Competition venue must have full scoreboards and timing system, linked with shot clocks.
- Competition venue must have temperature controls and adequate lighting.
- Recommended that each court have a minimum of 300 spectator seating.
- Preference will be given to host where all competition courts are at the same venue, and are in walking distance to the accommodations.
- There should be 2 separate team changes rooms per court in close proximity of each gym.
- Minimum of 1 practice court (preference will be given to host with 2 practice courts).
- Two (2) securable official's change room (for on-court officials – 1 for male, 1 for female officials) with washroom facilities.
- Access to Ethernet connection (hardwire internet) for live streaming setup.

7.3 Venue Requirements – Rooms & Services

In addition to meeting the venue requirement for the competition, the venues must also have the following spaces available for various ancillary activities.

- Rooms that are required:
 - A committee-only control room
 - Storage for equipment, awards and merchandise
 - Hospitality Room
 - Referee meeting room/lounge
 - Volunteer Lounge

- Medical Headquarters/ First Aid Room
- A common area near the main entrance to be used as the Ticketing Booth and Will Call.
- An adequate number of parking spaces to accommodate the large number of spectators. If there is a cost associated with these parking spaces, please provide details.
- A common area or hall for merchandise sales and vendors/partners

7.4 Accommodations

Requirements included:

- Hotel options across multiple price points
- Proximity to competition venue preferred
- Ability to hold room blocks for teams and officials
- Masters-friendly amenities (walkability, dining, social spaces)

7.5 Other Requirements

In addition to meeting the minimum venue requirements set forth in the sections above, additional requirements should include:

- Access to internet
- Access to water supply (for drinking water and sports drinks)
- Access to scoreboard, shot clock, sound system, stats system.
- Access to audiovisual equipment (projectors, speaker system, microphone, etc)
- Access to tables and chairs for all required meeting rooms, lounges, common area, and vendor hall.
- Access to additional bleachers and chairs for seating around courts
- Access to staging equipment - pipe and drape, awards stage, stanchions, tents, tablecloths, etc.
- Access to office equipment to be used on-site: Photocopiers, printers, laptops, etc.
- Access to local transportation for staff and officials (airport pick-up and drop-off, shuttle buses or vans to transport referees to the venue(s), public transportation passes for referees, etc).
- Access to complimentary parking at the venue(s).
- Access to live-streaming services

7.6 Event Staff and Volunteers

The support of event staff volunteers is a key factor to the success of an event and raises the quality of service in all areas. The host will assist Canada Basketball in the recruitment, training and scheduling of all local event staff and volunteers. These staff members and volunteers will work in a variety of capacities to ensure that the event is planned and executed to the standards of Canada Basketball.

As a national sport organization, Canada Basketball is committed to offering services in both official languages. We recommend that a fluently bilingual staff member or volunteer be on-site at all times to help assure that this commitment can be met.

08. Value-Added Bid Enhancements

Bids may be strengthened through:

- Reduced or waived venue rental fees
- Complimentary meeting rooms
- Transportation support
- Enhanced social events or receptions
- Live-streaming or media support

09. Participant Experience & Legacy

Bids should outline:

- Social events or mixers
- Tours and promotional offers to local destinations
- Partnerships with local attractions or restaurants
- Legacy initiatives (equipment donations, community programming, volunteer development)

10. Bid Evaluation and Selection

In order to evaluate each bid package objectively, Canada Basketball will assemble a Bid Evaluation Committee made up of the following individuals:

- Canada Basketball Senior Domestic Development Staff Member(s)
- Canada Basketball Senior Events & Partnerships Staff Member(s)
- Canada Basketball Technical Director

Any representatives with a perceived conflict of interest will be excused from making a recommendation on behalf of the Bid Evaluation Committee.

The Bid Evaluation Committee will bring forth the recommendation of the final host city selection, to be approved by:

- Canada Basketball President/CEO

10.1 Evaluation Criteria

Upon completion of the bid package, bids will be evaluated based on the following criteria:

- Quality and suitability of venues/facilities
- Proven ability to host large events
- Financial feasibility
- Community support and volunteer engagement
- Overall participant experience vision

10.2 Selection

The selection of successful host will be based upon the most responsive Bidder whose offer will be the most advantageous to Canada Basketball in terms of cost, deliverables, experience in providing similar services.

All submissions in response to this RFP will be incorporated into the final agreement between Canada Basketball and the selected host.

Canada Basketball reserves the right to:

- Reject any or all offers and discontinue this RFP process without obligation or liability to any potential Bidder.
- Award a contract on the basis of initial offers received, without discussions or requests for best and final offers.

Proposals are to be submitted to:

Ron Yeung

Vice President, Domestic Programs & Strategy

Canada Basketball

Email: ryeung@basketball.ca

Proposals are to be submitted via e-mail, in PDF format to the e-mail address listed above.

Proposals will not be accepted after the deadline. All materials submitted in response to the RFP become the property of Canada Basketball and will not be returned. It is the applicant's responsibility to secure proof that his/her proposal has been received by Canada Basketball within the prescribed time limit.

Any questions concerning requirements, contractual terms and conditions or proposal format must be directed to the contact persons listed above.