



CANADA GAMES COUNCIL
2015 Bid Application Process and Timelines
 (subject to change by the CGC)

STEP	DATE	ACTION
1.	August 11, 2008	Canada Games Council and BC Government meet to review process and timelines in respect of the 2015 Canada Winter Games.
2.	January 8, 2009	BC Government hosts pre-2015 bid launch Information Session , requesting Canada Games Council to present to interested municipalities the process and timelines (still subject to change), as well as key information that will help communities decide for themselves if they can meet the standards to bid for the Games. Council distributes Pre-Bid Launch Kit at this time on understanding that elements may be subject to change.
3.	March 2009	2015 Sport Selection Process is completed by CGC with appropriate approvals by CGC board.
4.	April 2009	Canada Games Council writes to the Premier of BC and Minister Responsible for Sport, with a copy to the Federal Minister for Sport, inviting Bids to Host the 2015 Canada Winter Games in BC; included with the invitation will be the final 2015 Bid Procedures and Hosting Standards document;
5.	June 2009	The Canada Games Council <i>officially</i> launches the 2015 bid process with all interested BC communities and presents the 2015 Bid Procedures and Hosting Standards document.
6.	June 2009	Deadline for submission of written questions to the Canada Games Council by prospective bid communities on materials presented at the official launch of the 2015 process in June, 2009;
7.	July 2009	Responses to questions by prospective bid communities are provided by the Canada Games Council;
8.	August 7, 2009	Deadline for interested bid communities to submit Letter of Intent to Bid , to be accompanied by a <i>non-refundable</i> bidding cheque of \$5000, representing 33% of the bid fee of \$15,000; Communities providing Letters of Intent to Bid become Bid Cities with Bid Committees and they begin to complete the requirements for each phase of the bid process;

9.	October 2, 2009	Phase I : Deadline for Bid Committees to provide Canada Games Council with required Technical Review information (as identified in June, 2009 in the 2015 Bid Procedures and Hosting Standards document); this phase is needed to determine the short-list of Bid Cities if necessary, and to undertake a technical assessment of key hosting standards for sport venues and the Games Village;
10.	October 2009	The Canada Games Council Technical Review Committee will conduct site visits with each of the bid communities;
11.	December 14, 2009	The Canada Games Council Board of Directors and Bid Evaluation Committee confirms short-list of Bid Cities moving forward to Phase II of the 2015 bid process, along with any conditions or areas for improvement; Council will generally short-list the number of communities up to a maximum number based on the following: - If five or more communities submit Letters of Intent to Bid, the Council will create a short-list of up to a maximum of three; - If four communities submit Letters of Intent to Bid, the Council will create a short list of up to a maximum of four; - If three or less communities submit Letters of Intent to Bid, the Council will create a short list of up to a maximum of three;
12.	May 28, 2010	Phase II : Deadline for short-listed Bid Committees to submit Bid Proposals to the Canada Games Council using all standards forms and tools presented in May/June 2009 in the 2015 Bid Procedures and Hosting Standard document, and including a signed Host City/Canada Games Council contract and City Resolution, as well as a <i>non-refundable</i> cheque for \$10,000 representing the balance of the bid fee of \$15,000 owed to Council;
13.	June/July 2010	The Canada Games Bid Evaluation Committee will travel to the short-listed Bid Cities to evaluate all Bid Proposal submissions against pre-determined criteria; Each Bid Committee from the Bid City will present to the Bid Evaluation Committee using standard tools and materials provided; Canada Games Council Bid Evaluation Committee meets to draft final report and recommendation;
14.	September 2010	Bid Evaluation Committee completes final report and recommendation to be made to the Canada Games Council Board of Directors; Canada Games Council Board of Directors meets to consider and approve recommendation of Bid Evaluation Committee; Canada Games Council Chair recommends final decision on award of 2015 Games to the P/T Minister from BC for final consideration;

15.	October 2010	Joint announcement by the Canada Games Council and the P/T Minister from BC announcing award of the Games to the selected Bid City and their Bid Committee; Official signing of Host City Contract between Host City, Canada Games Council and Incorporated Host Society; The selected Host City and their Bid Committee begin to create the 2015 Host Society; A cheque in the amount of \$100,000, representing a deposit of 25% of the \$400,000 Rights Fee for the Games is required before making the final announcement on the award of the Games.
16.	October 2010	2015 Host Society begins to form; Host Society, Council and Funding partner (three levels of Government) begin process of finalizing the Multi-Party Agreement (MPA).
17.	February 2011	2015 Host Society attends 2011 Halifax Games as observers; Selected 2015 Host Society members participate in Mentoring Program that is developed and managed by Canada Games Council;
18.	February 2011	Signing of Canada Games Multi-Party Agreement between all Funding Partners (Federal-Provincial/Territorial/Municipal Governments, Canada Games Council and the 2015 Host Society) at the 2011 Canada Games in Nova Scotia; (Signing of any additional agreements, if necessary, between the Host City, Canada Games Council and 2015 Host Society that will include the Host Society as part of the original Host City/Canada Games Council/Incorporated Host Society contract – see step 15 above;)

* Information and some timelines are subject to change by the Canada Games Council.