



Information for Potential Hosts of the 2029 World Police and Fire Games

Organization and Purpose

The California Police Athletic Federation (CPAF), a non-profit corporation, is the parent organization of the World Police and Fire Games (WPFG). CPAF was founded in 1968 and incorporated in 1970 as a Non-profit. Directors of CPAF also serve on the World Police and Fire Games Federation (WPFGF) Board of Directors, along with other firefighters and police officers from throughout the world. All World Police and Fire Games Directors are volunteers.

The Federation's permanent office is in San Diego, California, USA. This office serves as headquarters for the World Police and Fire Games. All World Police and Fire Games entry processing is done through and under the supervision of this office.

A goal of the Federation is to ensure the WPFG is run as professionally and that all competitors, families, and guests have the best experience possible. This means not only must the competition be excellent, but special care must also be taken with the selection of sports venues, officials, housing, transportation, and all other aspects which make the competitors and their guests comfortable and fulfilling. In short, the Federation wants competitors to go home happy with the thought that they have had the best time possible in their competition and spare-time social activities. The Federation also wants each host of the games to experience a successful and profitable sports program for its community and country.

What is Expected from a Host

Every two years, the WPFGF selects a city or organization to host the WPFG in six years. That city or organization is known as the HOST for the 2029 WPFG. In the past, the HOST has been a police or fire employee athletic group or association, and it may consist of members from one agency or several agencies. We have also had potential Hosts involving non-police/fire personnel and organizations convention and visitors' bureaus or organizations. Some of these people/groups

have excellent contacts for potential sponsors and great backgrounds for conducting sporting events. Because of the unique nature of the safety service of police and fire, the Federation insists that a police or fire presence be part of the HOST Organizing Committee.

Currently, there is an approximate split of 70% police and 30% fire competitors at the Games. The competition is keen and the camaraderie excellent. For a multi-sport program, the World Police and Fire Games is among the largest events of this type in the world.

Sports: Key to the success of the Games will be the quality of the sports venues, officiating, and the administration of the sports. Consideration must be given to every sport, and a determination made as to how many athletes can be accommodated based on the number of venues and the logistical support available. Other items of significance are Opening and Closing Ceremonies, social events such as an Athlete's Village, family activities, medical services, and signage.

The total number of sports offered at the Games will range between 55 and 65 and varies depending on the location. This is considerably more than the number hosted by any major sports' programs, including the World Olympics. The HOST is authorized to organize and conduct a minimum of fifty-five (55) but not more than sixty-five (65) sports in the 2029 WPGF. Of the minimum fifty-five sports, the following "Core Sports" must be part:

Angling (Fresh or Salt)	Ice Hockey	Soccer
Archery	Karate	Sporting Clays
Badminton	Motorcycle (Dirt Bike)	Stair Race
Basketball (5 x 5)	Muster	Swimming
Basketball (3 x 3)	Open Water Swim	Table Tennis
Bench Press	Pistol (PPC)	TCA
Biathlon	Pistol (PAP)	Tennis
Bowling	Push-Pull Lifting	Track and Field
Boxing	Rifle – Large Bore	Trap
Cross Country (10Km)	Rifle – Small Bore	Triathlon
Cycling (Street Bikes)	Road Race (Half Marathon)	Ultimate Firefighter
Cycling (Mountain)	Rowing (Indoor)	Volleyball (Beach)
Dodgeball	Rugby (7-Aside)	Volleyball (Indoor)
Golf	Skeet	Wrestling

In addition to the mandatory Core Sports the HOST must offer, it may elect to fulfill the requisite sports from the following list of Elective Sports:

Air Rifle	Handball	Rowing (Outdoor or Crew)
Baseball	Horseshoes	Rugby (Touch)
Body Building	Indoor Hockey	Sailing
Boules	Judo	SCUBA
Canoe	Lawn Bowls	Soccer (Indoor)
Chess	Motorcycle (Street Bikes)	Softball (Slow Pitch)
Cross Country (5Km)	Netball	Squash
Crossfit	Orienteering	Surfing

Curling
Darts
Dragon Boats
Equestrian
Fencing
Field Hockey
Flag Football

Paintball
Pickleball
Pistol (Center Fire)
Pocket Billiards
Police Pentathlon
Police Service Dogs
Racquetball

SWAT
Taekwondo
Team Handball
Tug-of-War
Water Polo
Water Skiing
Wrist Wrestling

Some HOSTs may not wish to or be able to host all of the "Core Sports." With the approval of the FEDERATION, "Core Sports" may be replaced with Elective Sports. Additionally, the HOST may choose to present a maximum of two introductory Sports.

HOST Organization: It is expected that the HOST entity will select a person to be the overall Games Coordinator or Director. We strongly recommend that the Games Director be a police or fire representative or a manager that will be able to administer the Games programs, giving due consideration to the needs and desires of the police and fire clientele. Since the Games Director will be the day-to-day contact between the Federation and the HOST, we recommend that the HOST consult with the Federation before making a final selection. Police and fire personnel should be heavily involved in conducting the Games. The final authority should rest with one person, the Games Coordinator or Director, who would ultimately be responsible to the group.

The HOST entity must assign individuals to the following areas:

Budget/Finance	Opening/Closing Ceremonies	Promotions
Sales	Logistical Support	Sponsors/Advertising
Hotel/Transportation	Registration/Results	Social Activities
Sports (Venues & Officials)	Media/Public Relations	Security
Volunteers	Medals Management	Medical
Social Media	Information Technology	

The HOST entity must plan the Games, arrange for funding, and obtain event sites and officials. The HOST must plan merchandise sales and promotion of the Games with past participants, as well as Fire and Police agencies and foreign contacts.

Budget and financial planning is a critical area to be considered all along the way with a trusted, capable person in charge. To accomplish this, the Host must send the appropriate personnel to all meetings between future WPFG hosts and the full Federation Board of Directors, including 2025 and 2027 WPFGs. There will be one to two of these meetings each year leading up to the time when the 2029 city is the next host of the Games. It is also mandatory for the 2029 Host to make a presentation at each of these meetings, giving an update on their planning progress.

What the Host can Expect from the Federation

The WPFG Federation takes special care to ensure each WPFG is a resounding success. To that end, the Federation's commitment to the host does not stop at their selection. Partnerships and relationships last many decades. The WPFG Federation will work closely with the selected host to ensure a smooth and successful event. The WPFG Federation also does the following:

- A. Consults with the host on venue selection and approvals.
- B. Maintains the WPFPG Rulebook, which is constantly updated. The Rulebook outlines the sporting and general rules for the Games, including age-skill categories, eligibility, combining of teams, entering events, etc. The International Guiding Body for each sport is named and its address listed. The WPFPG Federation rules supersede all other rules. Rules of play will follow the rules of the Guiding Body except when a conflict occurs, or exceptional circumstances call for the WPFPG Federation rules to apply.
- C. Assists with promotional mailings to previous entries and other available listings. Also oversees the use and security of mailing lists.
- D. In cooperation with the WPFPGF, the HOST will create the Entry/Registration Booklet portion pertaining to travel, housing, social events, etc. This information will be provided to the WPFPGF for inclusion in an automated Entry/Registration system. The WPFPGF will provide sections pertaining to rules and sports.
- E. Will process the Entries and provide the HOST with a means to view entrants for bracketing and reports of all entrants in all sports and events. Our financial records will always be open to the HOST, and we will provide a thorough accounting of all monies received and paid out.
- F. Develop computer systems to handle the registration of athletes when they arrive at the Games. It will be required that every HOST has computer capabilities that are compatible with the WPFPG Federation system for sports entries. Suppose the HOST intends to computerize their travel, housing, merchandising, etc. In that case, they must allow the competitor to enter the Games on the WPFPG Federation system and then direct the entrant to the HOSTS own system. Any HOST-initiated automation/computerization of the current Federation Games system must be done with the close cooperation of the Federation's IT specialist.
- G. The World Police and Fire Games Federation Directors will:
 - 1. Meet with the HOST organization to help plan the WPFPG.
 - 2. Train HOST personnel and be available for consultation on sports, entry forms, rules, bracketing, eligibility, or any problems.
 - 3. Meet with your coordinators before the Games to provide support and assistance as needed.
 - 4. Attend the Games to handle protests and problems and help.
 - 5. Screen and process all entries up to an agreed-upon time, fielding questions and inquiries from the athletes and HOST.
 - 6. Receive competition results from all events from the HOST and create the Official Results on the Federation's website.

This is by no means an exhaustive list of the support provided by the WPFG Federation to the HOST.

A legal Agreement

The successful bidder must contract with the CPAF to host the WPFG. The Terms of the Agreement cover the financial arrangements between the HOST and the CPAF. The fee for the rights to host the 2029 WPFG is \$1,250,000.00 (US). The contract outlines a payment schedule in the following manner: The amount of \$215,000 (US) at the time the Bid is awarded, followed by five equal annual installments (\$200,000) of the balance. This plan will allow the HOST to budget for this expense over six years. All income from the competitors would, in turn, be income for the HOST.

The contract between the Host and CPAF also covers many other items such as financial responsibility for sports, medals, vendors, TV contracts, sponsors, accounting, medical coverage, insurance, reporting, travel, and lodging for WPFGF Directors, etc.

In short, the contract thoroughly explains the rights and responsibilities of the HOST and the WPFG Federation. We are happy to discuss this contract with potential bidders upon request.

How the Selection Process Works

The Directors of the World Police and Fire Games Federation would like to establish the site for the World Police and Fire Games six years in advance of the Games' date being sought. Selection for the 2029 Games will occur during the Fall meetings (November 2023) of the 2025 World Police and Fire Games in Birmingham, Alabama, USA.

The first step for a prospective HOST is to submit a letter of interest to host the GAMES to the WPFG Federation. Since there may be many inquiries from interested cities worldwide, the next step is submitting a letter of intent along with a completed "Questionnaire for Potential Hosts" accompanied by a \$5,000 (US) bid fee. If a potential host is selected to go forward with presenting a bid, the \$5,000.00 fee becomes non-refundable. When the bidding city/organization presents its bid and is selected as HOST for 2029, the \$5,000 shall automatically be applied to the first full payment due to the WPFG Federation. Your proposed dates for hosting the Games should be included in your letter. **The WPFG Federation must receive this package no later than November 30, 2022.**

During the period between November 30, 2022, and November 2023, those bidders the WPFGF have been deemed to be "viable" will have time to prepare a bid as well as allow for WPFGF directors to conduct a site inspection to look at potential venues and discuss a potential host's preliminary plans. This site inspection should be held during months with favorable weather conditions.

A considerable amount of work is necessary to prepare a Bid for the World Police and Fire Games. This includes establishing a working organization, obtaining department and governmental support and financial sponsors, reviewing Agreements, obtaining sports venues and officials, preparing for a Site Inspection, and creating a Bid Book. This may sound simple, but it involves considerable time and becomes the heart of the Bid.

Our Site Inspection team plays an essential role in selecting future HOSTs. Based on the information we receive regarding the make-up of a potential HOST's organization and the support provided by the City/County/State or appropriate governmental agency, the Site Inspection team determines whether a Site Inspection is in order.

For those potential HOSTs selected by the Site Inspection team as viable candidates to conduct the Games, the team will inspect the sports venues proposed by each HOST candidate. It will report to the full Board of Directors of the WPFG Federation. The Site Inspections will be made by mutual agreement before a Bid Presentation in Birmingham, Alabama, USA. Site Inspections should be conducted after February 1, 2023, and no later than six (6) months before the bid presentation when generally favorable weather conditions occur. Bidding cities in the Southern Hemisphere may require adjusted Site Inspection dates. The potential HOST must reimburse the Federation for round-trip airfare and housing for the four-to-five-person team from their city of residence to the potential HOST site. If the total travel time for any Director is greater than 5 hours, the airfare shall be business class or higher.

Thirty (30) days before the Bid Presentation (Fall 2023, dates to be determined immediately following Winnipeg 2023), each potential HOST shall post a \$30,000 (U.S.) advance deposit with the WPFGF San Diego office, to be added to the \$5,000 already paid as part of the first required payment if selected as the 2029 HOST. The HOST may also elect to pay the [(\$90,000 (U.S.))] remainder of the first payment upon being awarded the bid or within 90 days of receiving the hosting rights. If the potential Host bidder is unsuccessful, the entire \$30,000 advance deposit will be returned to the potential Host.

The WPFG Federation will invite no more than four potential HOST Organizations to attend the 2029 Bid Presentation. This will be an "in-person" presentation to the WPFG Federation Board of Directors, followed by a question-and-answer period. Each potential HOST will be allowed to make its presentation with no more than six persons representing the HOST Organization speaking. Typically, this would include the Chief Executive Officer of the political entity primarily involved with the Bid; Chief Administrators (Police & Fire) of the HOST Organization; persons representing such groups as tourism, sports authorities, other governmental groups (provincial/state or national governments); and private industry (sponsors) representatives. Additional representatives may be present.

Following these presentations, the WPFG Federation will select the HOST entity as expeditiously as possible. This selection is predicated on the HOST entity's willingness to sign the contract with the CPAF and meet the stated financial obligations. The contract documents will be provided to all potential Hosts wishing to make a bid presentation in ample time for their legal and administrative review.

Essentials for a Successful Bid

Addressing the following areas and sources of support will significantly improve the chance of a successful bid. Bidding the games becomes a community effort and requires a community commitment. Things to gather are:

Support from City/County/Governmental Officials: Full city commitment must be obtained. A potential bidder should review the potential revenue with the relevant public officials to gain support.

A governmental agency may provide the initial funding required to obtain the Games. (Many municipalities have tourism organizations financed for this purpose.) A commitment to a city's sports facilities is frequently provided as well, accompanied by a showing of support from other city/government departments. Governmental support from the Chief Executive Officer will give a department head the boost needed to back this program. The Games should be considered a community project.

Corporate and Governmental Sponsorships/Grants: The development of a broad-based financial support network, including corporate sponsors and representatives from the government, is critical to the success of the Games, as income from competitor fees will not be sufficient to cover the entire cost of conducting the Games.

Police and Fire Agency Support: Each HOST is typically supported by a Public Service agency or agencies. The amount of commitment received is critical. First, there must be approval by the Chief Administrator for you to host the Games. Generally, this approval is accompanied by a manpower commitment of time-off. This showing of support from an Agency head is essential, as, without such backing, the cost of having key personnel off to organize and conduct the Games would be prohibitive.

Dedicated paid and Volunteer Staff: The exact number of people committed full-time to this project cannot be stated here since each HOST organization approaches the Games with a different philosophy. Most HOSTs approach the Games as a significant community challenge-committing personnel from several police and fire organizations and having either paid or volunteer staff.

The work of securing venues, executing contracts, finding sponsors, organizing volunteers, planning social events, etc., commences immediately upon being awarded the Games. How the HOST organizes these tasks will vary, so rather than guess at time constraints that may not work, it is recommended that this be left open for future determination. Prospective HOSTs may contact past HOSTs for information, and the WPFG Federation will provide guidance on handling these matters and setting reasonable timelines.

A Dedicated Executive Committee: The WPFG Federation requires that each HOST form an Executive Committee, made up of persons from the community who can provide input and recommend contacts for the many activities the HOST will become involved with during Games preparation and the period of the Games.

Influential community people can open many doors when others cannot. This committee will also be able to provide backup for positions within the HOST organization that opens up over time, as people may leave for one reason or another.

Partnerships with the local Convention/Tourist/Visitors' Bureaus: Each organization may have access to associations that promote travel and tourism to their area as a resource. The Games are projected to attract 20,000 competitors and accompanying persons attend the HOST city for a program of this type that lasts for a week or more.

The most successful Bids in recent years have been those in which the potential HOST city's Board of Tourism/Convention & Visitors' Bureau has become heavily involved with the HOST organization. The contacts and resources of these Bureaus have been beneficial, providing expertise to individuals that become a significant part of the bidding organization.

Support from College or University: The Games are usually held during the off-season for student activity. Most often, school athletic facilities are available for use in the Games. In addition, dormitories may be available for housing.

Community Support: Community interest and support is essential to have a successful Games. Support comes in many ways, sports sites, officials, services, transportation, purchase of ads for programs, sponsors for events, and most importantly, volunteers.

Games Organization: The following are essential elements of a bid to host the "Games":

1. Sports sites: The WPFG Federation's primary concern is the quality of the Games. We demand the best venues available. Most of the athletes that attend the Games are concerned that the level of competition, the facilities, and officiating be of top-caliber.
2. Officials: Most larger cities have a cadre of officials for many sports. In some sports, we have officials we have learned to rely upon for their expertise because of the level of competence required by officials for the sport. Safety of the athletes is also an issue in some sports requiring the use of certain officials.
3. Registration/Accreditation Area: Ideally, a well-planned & organized Registration - Accreditation area at a qualified "host" hotel or convention center is best, although other arrangements have been made in the past that have worked.
4. A sales area in or immediately adjacent to the Registration area for vendors is an essential requirement. You will want to sell souvenirs such as T-shirts, caps, mugs, belt buckles, or whatever you believe is saleable. (We can provide some insight for you in this area.) This activity will create a significant portion of your net income, and booth space should be sold to other vendors.
5. A "host" hotel adjacent to a convention center where these activities will take place can also become the focal point of much activity. The more involved the hotel staff becomes with the HOST, the more successful it will be.

The "host" Hotel must be selected well in advance to assure availability. Before any agreements are made with hotels and travel agents, we recommend future bidders discuss the issues with the WPFG Federation.

6. The HOST is required to form an independent not-for-profit/non-profit organization, or an equivalent host country organization, to oversee the planning, operations, and delivery of the 2029 WPFG. The WPFGF strongly recommends this organization be formed prior the execution of this agreement, but no later than 180 days after execution of this agreement. If the organization is formed after execution of this agreement, an amendment to this agreement will be required to transfer the rights and responsibilities to the successor organization.

2029 WPFG Bid Timeline

The following are the important dates for the 2029 World Police and Fire Games bidding process:

November 30, 2022	Deadline for Letter of Intent and Bid Fee
February 1, 2023, thru six (6) months Before the bid presentation	Site Inspections
Fall 2023	Bid Presentation in Birmingham, Alabama, US

For additional information or clarification, or to arrange a meeting with WPFG Federation representatives, contact our Executive Director at:

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We look forward to working with you and stand ready to answer any questions you may have or provide you with additional information.