



## **The Hartford Nationals conducted by Move United Bid Application**

The following application is for the purpose of obtaining information about prospective sites for The Hartford Nationals conducted by Move United. The information received in this bid application will be used to evaluate whether a location is suitable for hosting The Hartford Nationals. Move United is looking for a progressive partner focused on diversity, equity, and inclusion with access to sophisticated and accessible venues, hotel properties with experience in event management. We are looking for a partner with experience in sport event management, local community support, the ability to develop, lead, and manage a Local Organizing Committee, and the ability to generate local event sponsorships, resources, and media opportunities. The criteria will be reviewed by members of the Move United staff and the Move United Competition Committee.

### **Questions or comments:**

If you should have any questions or comments, please contact Jessica Cloy, Move United Competition Manager, at [jcloy@moveunitedsport.org](mailto:jcloy@moveunitedsport.org) or 240.268.5380.

### **Nationals Cycles and Bid Deadline:**

The Hartford Nationals operates on a 2-year cycle for the host city and LOC. It is our goal to move the event around the country every 2 years.

Bids for 2025-2026 will be accepted through October 15, 2023. Bids for 2027-2028 and beyond will be accepted with no deadline in place at this time. If Move United receives a strong bid prior to the deadline, we reserve the right to move forward awarding the bid at an earlier date.



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Have you viewed The Hartford Nationals Request for Proposal?  Yes  No

Years applying to host:  2025-2026  2027-2028  Other \_\_\_\_\_

### HOST CITY INFORMATION:

|  |  |
|--|--|
| Host city and state:                                       |  |
| Population:  |  |
| Metro Area:  |  |
| Local Media:   |  |
| Major airport(s) serving the host city/metro area:         |  |
| Average temperature during the month of July (High / Low): |  |

### HOST ORGANIZATION INFORMATION:

Local Host Organization Legal Name: \_\_\_\_\_

Type of organization (Move United Member Organization, nonprofit, corporate, CVB, Sports Commission, City Government, etc.): \_\_\_\_\_

|                       |  |
|-----------------------|--|
| Street Address 1:     |  |
| Street Address 2:     |  |
| City:                 |  |
| State:                |  |
| Postal Code:          |  |
| Website:              |  |
| Social Media Handles: |  |

Year organization established: \_\_\_\_\_

Primary funding source(s): \_\_\_\_\_

Name and year of sporting events previously hosted as well as the scale of the event (Local, National, or International): \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



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Level of volunteer and community support (Low, Medium, High): \_\_\_\_\_

Event specific supporting organizations (Name of organization(s) and role(s)): \_\_\_\_\_

Ongoing local partners and collaborations: \_\_\_\_\_

Ongoing national partners and collaborations: \_\_\_\_\_

### **LOCAL ORGANIZING COMMITTEE INFORMATION:**

|                                     |  |
|-------------------------------------|--|
| Local Event Lead Name:              |  |
| Local Event Lead Work Phone Number: |  |
| Local Event Lead Cell Phone Number: |  |
| Local Event Lead Email:             |  |

Local Event Lead Background and Experience as related to the bid: \_\_\_\_\_



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Please list information regarding individuals to oversee the main subcommittee areas of the event alongside Move United. (Title may vary). These are interested individuals you have in mind at the current time. Leaving areas blank is not favorable.

| Role  | Coordinator Name & Contact Information (Cell Phone Number & Email Address) | Background/Experience (adaptive sports specific, if relevant to role) |
|---|--|---|
| Administration /<br>Registration / Awards<br>Coordinator                      |  |   |
| Audio / Visual<br>Information<br>Technology<br>Coordinator                    |  |   |
| Education Sessions &<br>Clinics   |  |   |
| Hospitality<br>Coordinator<br>(Socials, Meal Plan,<br>and Local<br>Resources) |  |   |
| Host Hotel & Venues<br>Coordinator  |  |   |



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| Role  | Coordinator Name & Contact Information (Cell Phone Number & Email Address) | Background/Experience (adaptive sports specific, if relevant to role) |
|---|--|---|
| Logistics and Transportation Coordinator  |  |   |
| Marketing & Communications / Outreach Coordinator                                   |  |   |
| Revenue Development (Vendors, Sponsors, In-Kind)                                    |  |   |
| Risk Management (Medical, Weather, Security)  |  |   |
| Special Events & Production Coordinator<br>(Welcome Ceremony / Closing Celebration) |  |   |
| Volunteers & Human Resources Coordinator  |  |   |



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| Role  | Coordinator Name & Contact Information (Cell Phone Number & Email Address) | Background/Experience (adaptive sports specific, if relevant to role) |
|---|--|---|
| Archery Coordinator<br>To serve as liaison for local officials and with national sport leads              |  |   |
| Para Powerlifting Coordinator<br>To serve as liaison for local officials and with national sport leads    |  |   |
| Paratriathlon Coordinator<br>To serve as liaison for local officials and with national sport leads        |  |   |
| Shooting (Air Rifles) Coordinator<br>To serve as liaison for local officials and with national sport lead |  |   |
| Swimming Coordinator<br>To serve as liaison for local officials and with national sport leads             |  |   |
| Track & Field Coordinator<br>To serve as liaison for local officials and with national sport leads        |  |   |



**NATIONALS**

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|  |  |  |
|--|--|--|
| Wheelchair Tennis Coordinator<br>To serve as liaison for local officials and with national sport leads |  |  |
|--|--|--|

**Do all of the suggested leads listed above have the time to commit and are fully aware of their specific roles and responsibilities?**

Yes       No



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## **EVENT INFORMATION:**

Requested dates in July. \*\*Preferred weeks listed below.

- 2025 preferred dates: July 12-18 or July 19-25
- 2026 preferred dates: July 11-17 or July 18-24

Start Date Year 1:\_\_\_\_\_

Start Date Year 2:\_\_\_\_\_

End Date Year 1:\_\_\_\_\_

End Date Year 2:\_\_\_\_\_

My dates are flexible: Yes No

### **Host hotel:**

|                              |  |
|------------------------------|--|
| Host Hotel Name:             |  |
| Street:                      |  |
| City, State, Zip Code:       |  |
| Key Contact Name:            |  |
| Key Contact Primary Phone #: |  |
| Key Contact Email:           |  |
| Host Hotel Website:          |  |
| Distance from Airport:       |  |

Total number of rooms available at peak of the event (ADA Rooms/Double Queens/Kings):

2 Queens:\_\_\_\_\_

King:\_\_\_\_\_

Accessible rooms available? Yes No If yes, how many?\_\_\_\_\_

Are there refrigerators in each room: Yes No

Proposed daily rate and additional taxes & fees:\_\_\_\_\_

Is breakfast included with hotel rate? Yes No If no, what is the cost?\_\_\_\_\_

Is parking included with hotel rate? Yes No If no, what is the cost?\_\_\_\_\_

Host hotel shuttle to and from airport? Yes No If yes, what is the cost?\_\_\_\_\_

If yes, is shuttle accessible? Yes No

Are there restaurants within walking distance of host hotel? Yes No





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Is meeting space available?  Yes  No

Link to hotel meeting space map: \_\_\_\_\_

Swimming pool onsite?  Yes  No

Number of elevators to: Guest rooms \_\_\_\_\_ Meeting space \_\_\_\_\_

### Alternative Hotel (if applicable)

|                              |  |
|------------------------------|--|
| Alternative Hotel Name:      |  |
| Street:                      |  |
| City, State, Zip Code:       |  |
| Key Contact Name:            |  |
| Key Contact Primary Phone #: |  |
| Key Contact Email:           |  |
| Alternative Hotel Website:   |  |
| Distance from host hotel:    |  |
| Distance from main venue(s): |  |

### Medical Facilities

|   |  |
|---|--|
| Major Medical Center Name:              |  |
| Street                                  |  |
| City, State, Zip Code                   |  |
| Distance from Host Hotel:               |  |
| Distance from Main Venue(s):            |  |
| Medical Center Website:                 |  |
| Sports Medicine Provider for the Event: |  |



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### Sport and Event Venues:

Please review the Blueprint Appendix in the Request for Proposal for venue requirements before completing the grid below. All venues will be verified by Move United during the site visit, if applicable. Helpful hint: Provide overview maps (google maps) of each proposed venue.

| Sport               | Venue Name & Website | Venue Address & Distance from Host Hotel | Venue Highlights |
|---------------------|----------------------|--|------------------|
| Archery             |                      |  |                  |
| Para Powerlifting   |                      |  |                  |
| Paratriathlon       |                      |  |                  |
| Shooting            |                      |  |                  |
| Swimming            |                      |  |                  |
| Track & Field       |                      |  |                  |
| Wheelchair Tennis   |                      |  |                  |
| Welcome Ceremony    |                      |  |                  |
| Closing Celebration |                      |  |                  |



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## Budget and Sponsorship

How will the Host Organization support the event (grants, sponsorship, cash contributions, value in kind, manpower, etc.)? \_\_\_\_\_  
\_\_\_\_\_

Have sponsors been identified? Yes No

If yes, who? \_\_\_\_\_  
\_\_\_\_\_

If the bid is selected, both parties will work together to create an overall event budget accordingly.

### ADDITIONAL INFORMATION:

Why is your organization a good fit to host The Hartford Nationals?

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

What is the legacy you'd like to see for your city as well as the country around The Hartford Nationals if the bid is selected?

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

What is your culture around diversity, equity, inclusion, and access?

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



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Please include any additional information you feel would be helpful.

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Do you have any questions for Move United at this time?

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|                          |  |
|--------------------------|--|
| Applicant Name:          |  |
| Applicant Phone Number:  |  |
| Applicant Email Address: |  |

Applicant Signature:\_\_\_\_\_

Title:\_\_\_\_\_ Date submitted:\_\_\_\_\_

Bid applications for the 2025-2026 The Hartford Nationals must be received by Move United by October 15, 2023. If Move United receives a strong bid prior to the deadline, we reserve the right to move forward awarding the bid at an earlier date.

Please note: If your bid is selected, a more detailed Event Plan will be requested to include the following areas: budget and sponsorship, final venue list, marketing and outreach goals, and a meal and logistics plan. A Memorandum of Understanding will also be created and signed between the Local Host and Move United.

**All documents should be emailed to:**

Move United  
Jessica Cloy, Competition Manager  
jcloy@moveunitedsport.org