

## Welcome to LifeCycle 2023

Thank you for your interest, as a cyclist and back-up, in participating in this excellent adventure. The LifeCycle(Malta) Foundation has this year organised once more a challenging route of approximately 2000Km as in previous years. The sponsorships raised will go towards the needs of the patients at the Renal Unit and Research. We are aiming to collect in excess of €200,000 to aid these patients, and we are of course enlisting you in this cause.

LifeCycle involves you in the following set of commitments:

- Training
- Hours/ Fundraising Commitment.

The application form will guide you with respect to the implications of the above commitments. You are also requested to fill in the medical form which will be vetted by the Foundation's medical team.

## Training

The training will begin on Sunday 30 July and will build up gradually over a 17 week span to help prepare the participants for the physical requirements of the trip. The commitment will initially start out with a reasonably light load of training which will eventually ramp up to quite a heavy weekly workload of cycling. Please feel free to speak to Mr Alan Curry (79903961, [lifecycleoffice@gmail.com](mailto:lifecycleoffice@gmail.com)), our challenge organiser, personal trainer and cycling coach, regarding any questions you may have about your training commitment.

## Hours Commitment

1. Each participant will be required to contribute a fixed tally of hours to the LifeCycle Challenge. Persons wishing to take part, either as a cyclist or as backup support, need to satisfy certain criteria for which they will be assigned 'hours'. Regardless of this tally, there is no guarantee of participation for anyone, as persons can be dropped at the Foundation's discretion.
2. Prior to the commencement of training, there will be a meeting with each participant in order to monitor attitude, dedication and fitness level and ensure that all participants are up to the demands of the challenge. A second meeting will be held at the discretion of LifeCycle if deemed necessary. Any other tests will be carried out at the Chic Physique studio (Alan Curry's studio). Cyclists need to contact Alan on 79903961 or [lifecycleoffice@gmail.com](mailto:lifecycleoffice@gmail.com). Failure to reach the required standard may result in failure to make the challenge. These meetings will be assigned a time value of 1 hour.
3. There will be a total of 7 official LifeCycle meetings. It is strongly advised to attend all these meetings. The time value for these meetings is 1 hour/meeting.
4. During the training period, **cyclists and back-up team members** meet weekly for Sunday rides. This is a mixture of outdoor and indoor sessions. You are expected to attend for a minimum of 2 hours to gain a credit. Any less is not acceptable. The indoor sessions are

held at Chic Physique Studio, Hilltop Gardens, Naxxar. Late arrival, or failure to dress in LifeCycle attire will not be accepted. Helmets are compulsory. There will be 17 official Sunday rides of which 8 are mandatory, organized from Chic Physique Studio. The time value for these rides and training sessions is 4 hours minimum.

5. Cyclists and back-up will be able to work for their hours commitment by taking part in events (as designated by the Foundation) promoting LifeCycle and the patients of the Renal Unit. Participants in these events will be rewarded according to the amount of time they dedicate to participation in these events. (1 hour / hour of participation). The Foundation will have the final say over which events may be used in favour of a cyclist's and back-up's hour commitment.
6. Cyclists and back-ups are encouraged to visit the Renal Unit at least once. Up to 3x 1 hour visits can count against the cyclist's hour commitment.
7. Each cyclist and back-up will be expected to raise a total of €3000 be it sponsorships, donations or personal resources. In total each participant has to forward €3,000 to LifeCycle (Malta) Foundation so as to participate in the LifeCycle Challenge 2023. All collected money/funds must reach the Foundation by the last week before departure.
8. Each cyclist's and back-up total hours commitment must reach 40 hours dedicated to the Challenge, however, this in no way will guarantee going on the trip.
9. Each application must be accompanied by the submission of:
  - A properly filled application form on-line by the 15 June 2023. There are limited vacancies due to accommodation.
  - This will then be approved by LifeCycle (Malta) Foundation before payment of the registration fee is possible.
  - Payment may be made on line by means of internet banking (details to be given when participant's application is accepted), Revolut or by cheque at ChicPhysique Studio, Hilltop Gardens, Triq L-Inkwina, Naxxar.
  - The registration fee, after acceptance, is €300 for cyclists and for back-up team. The registration fee will include use of indoor bikes within ChicPhysique studio, cycling tops for cyclists, T-shirts and accommodation. The fee is non-refundable if applicant, both backup and cyclist drops out after one month from registration.
10. If applicant drops out, any donations previously presented by applicant to the Foundation will be retained by LifeCycle (Malta) Foundation.
11. If applicants drop out before one month from approval of registration the cost for the tops given will be deducted from the registration fee at 15 Euro per t-shirt and 45 Euro per cycling top.

### **Engaging Sponsors – VERY IMPORTANT TO READ AND ABIDE BY**

1. Register a proposal to approach a company on the "Sponsor" section of the website, or approach a nominated LifeCycle official.
2. Wait for approval from the LifeCycle (Malta) Foundation Official or a notification on the website that you can go ahead.
3. You will receive the sponsorship pack from the LifeCycle (Malta) Foundation Official as a PDF emailed document. The participant can pursue the company he/she approaches as a sponsor for a stipulated period of one month. Each participant needs to find ways of

raising money to aid the LifeCycle cause and, at the same time, sponsor his/her Challenge participation in line with the targets above.

### **Sponsor Engagement Rules**

Each participant needs to find ways of raising money to aid the LifeCycle cause and, at the same time sponsor his/her Challenge participation. The LifeCycle Foundation needs to be informed **BEFORE** any Company is approached with a request for sponsorship. This is necessary to avoid situations wherein Sponsors are approached concurrently and separately by multiple participants.

**Sponsors cannot be approached by LifeCycle members before the intention is made known to the LifeCycle (Malta) Foundation. This can be done by completing a nomination on the "Sponsors" section of the website.**

Upon being informed of the intentions to approach a Sponsor, LifeCycle will check whether that sponsor is already being approached by other parties. If not, the member will be presented with a **sponsor engagement package** to assist him/her in the funding request activity, help introduce the Foundation to the potential sponsor and formalise the sponsorship request. If the Company has already been booked for sponsorship, the member is informed and he/she cannot, **directly or indirectly**, approach that Company for sponsorship.

Sponsors are reserved on a **'first-come first-served'** basis. 'First-come' relates to the instant in which participants make their specific sponsor engagement intentions known to the LifeCycle (Malta) Foundation by any of the means described above.

A participant can book up to 5 Companies/Firms at a time for funding requests. If a funding request is refused by a firm, or a funding request has been granted and closed, it is possible for the member to pre-book and approach other Companies.

Each Company/Firm can be 'reserved' by a member only for **1 month**. If the Foundation receives no updates about the progress of the sponsorship engagement process within that timeframe, the member can be stopped from his engagement process and that sponsor can be made available for other members to approach. Special cases to this clause are treated on a **case-by-case** basis and the Foundation can decide to give more time to the member to conclude his funding approach.

Once a sponsor has been reserved by a participant, the former cannot be contacted by another member unless the original member and the LifeCycle (Malta) Foundation are informed **BEFORE** and would have given their consent for this to happen. This applies also to situations wherein Company/entity is willing to sponsor more than one LifeCycle participant.

Sponsorship that is donated in forms other than money needs to be endorsed by LifeCycle (Malta) Foundation responsible ahead of being accepted as a valid sponsorship for the involved member. If the donated goods are not deemed appropriate to support the LifeCycle cause, the member needs to translate that contribution into money for it to be eligible to support his/her sponsorship.

In cases where the LifeCycle (Malta) Foundation is involved to arbitrate or make a decision related to sponsor allocation between members, the Foundation's decision will be final and all members are expected to abide by it.

The whole Sponsor Approach process is closed once the promised money or goods are actually transferred to LifeCycle (Malta) Foundation. The responsibility of this task lies completely with the respective members. These funds/goods will not be included in a member's funding post unless they have been transferred to the LifeCycle (Malta) Foundation. This applies to situations wherein the funding request is approved but the goods are delayed in delivery.

The member is also expected to provide full Sponsor contact details to enable the Foundation to thank and promote the support of such beneficiaries as well as advertise their support/presence in line with the Foundation's PR plan.

Failure to adhere to the above rules and obligations can impact negatively the perception of sponsors on our Foundation and is inadmissible. As a result, participants infringing **any** of the above terms and conditions may be subject to disciplinary action as deemed necessary by the Foundation.

## Other Requirements

Participants are not allowed to use the name or logo of the Foundation and/or organise events of any kind on its behalf in any way prior to informing and getting written approval from the LifeCycle (Malta) Foundation. Approval needs to be sought independently for every such event/instance.

In general, points can be deducted as deemed appropriate by the Foundation if the participant fails to adhere to the Foundation's rules and obligations and/or in any way ill-effect the image or scope of the Foundation. In such cases, the decision of the Foundation will always be final and irrevocable.

The total point/hours allocation process will be open to scrutiny and persons failing to meet the demands of the system will be given a warning before any corresponding action is taken.

## Rules and regulations

1. LifeCycle's Scope and Mission should be paramount in everyone's mind and should overshadow any personal aims. Remember that LifeCycle is run by individuals who give up their spare time to organize this event and put a lot of effort into raising money. We appreciate your effort but you should appreciate theirs too and we should all be working for the same cause.
2. The event is a challenge not a race and therefore completing the distance within the allocated time is **all important**. The allocated time is based on a speed of 20kph

throughout, however this can be altered by Event Organiser due to extreme terrain or weather conditions.

3. Training is the responsibility of the participants but a detailed programme of recommended training can be obtained from the Challenge Organiser, Alan R Curry, a British Cycling Coach/Personal Training Instructor, at specified times which will be advertised during the training period.
4. The participants must supply their own Mountain Bikes and Emergency Equipment. Any serious damage or mechanical problems will be the responsibility of the owners. If mechanical problems are such that the participant or Support Team are unable to remedy the problem and the cyclist is unable to continue and no spare bike is available from a previous drop out then that said person will be disqualified.
5. 'Mountain Bike' means just that. Racing bikes, Gravel bikes or any type of Hybrid is not allowed. Although wheel sizes can be 26", 27.5" or 29", the tyres can be no thinner than 1.5" and gear ratios suspension can be either "Full" or "Hard Tail" and the gearing can be 32T, 34T or 36T "one by" or the traditional "3x". Any alteration which deems to be outside the definition of a "Mountain Bike" will not be allowed.
6. Insurance cover will be provided by LifeCycle for Life Cover, Injury and the bike itself, however personal effects taken on route are the responsibility of the riders and support team themselves.
7. Any use of unauthorized transport or deviation from the route, whether intentionally or otherwise, will result in immediate disqualification. Remember that part of the challenge is to negotiate the route by following the instructions you are given and the highly visible signs that will be put out.
8. To ensure routes are adhered to, check points will be in force; It is recommended that a rest of 5-15 minutes is ample time to allow for a period of recovery and refreshments as well as to account for all the cyclists on route. The support team have the right to move you on from the checkpoint if they feel your presence is affecting the support of the other cyclists.
9. Each day you will be given a starting time and finishing time based on approximately 20km/h depending on the weather conditions and terrain. The cyclists must complete the entire route within this timescale; however they can make up overall time should they fall outside the time limit on particular days. If however you fall outside 2 hours on 2 consecutive days you will be **automatically** disqualified and only allowed to ride the first 2 checkpoints on the remaining days before being forced to retire.
10. During the sections between checkpoints members of the support team may be dropped along the route to give assistance in directions, etc; however these are not official checkpoints and will be used to see how the teams are coping and to carry out body counts on route. Extra checkpoints can be set up by the Support Team if they feel the need arises.
11. The support team can instruct a cyclist to drop out if he or she feels the cyclist is becoming a liability to the rest of the team and is no longer likely to complete the challenge regardless of the cyclists' time, however authorisation must be sought from Challenge Organiser before doing so.
12. All times and penalties will be recorded at the start and finish. Failure to report at a checkpoint will result in **automatic** disqualification.
13. Checkpoints will be located every 40 - 50km. If cyclists clearly see that they have travelled further than this distance then they should make contact with either the checkpoint telephone number, when available or a suitable member of the support team on route.

14. There may be a time gap between each of the cyclists at the start of the day when departing the overnight stop if the support team deem it necessary.
15. Participants will be disqualified if seen pushing their bike at any time; however stops due to fatigue or mechanical problems are acceptable.
16. During the event it is compulsory for all participants to wear helmets and sponsored cycling kit.
17. Cyclists who drop out during the event through injury or exhaustion will be expected to ride again once recovered although it must be understood that they are no longer eligible to complete the challenge. It is not accepted for them to sit in the support vehicles when they could be riding as this causes over-crowding in the vehicles when others more needy have to be picked up. If the Logistics team feel that the cyclist concerned is malingering then they have the right to request that person to return home.
18. **All official cycle shirts are to be worn at all times.** Sponsorship logos are to be clearly visible. During inclement weather it is acceptable to wear rain jackets but only on the authority of Event Organiser.
19. Whilst during the training phase on Sundays, the official LifeCycle t-shirts or cycling tops are to be worn as it is important to give awareness to the cause. Negative points will be given for failing to do so. It is not an excuse to say that the top is damaged or dirty.
20. Due to the nature of the event, a suitable diet will be catered for during the event to meet the requirements of the challenge. The menu will be chosen by Alan; however this cannot be expected to be of gourmet standard. Any special needs within reason may be suggested.
21. Whilst overseas, the participants will not be allowed to leave the overnight accommodation without permission from the logistics co-coordinators as the Foundation feels that this causes disruption to the mental attitude of the entire group and causes unnecessary complications. Remember you will be finishing late in the evening and starting early the following day. Any disruptive or drink-related behaviour will not be tolerated and immediate disqualification will result from such actions. LifeCycle's reputation depends on the conduct of its team members.
22. Alcohol will be banned throughout the challenge for both Cyclists & Support Team members. Persons seen drinking, or if there is evidence to suggest they have been drinking, will be either disqualified from the Challenge or in the case of the Support Team removed from their duties.
23. Remember that LifeCycle is a unique event and cannot be compared to normal sporting challenges where you can concentrate solely on the test of physical capability. This is also a test of your mental strength because you are not only expected to endure days and days of physical hardship but also endure the psychological pressure of living in basic conditions and interacting on a daily basis with a large group of individuals. As we have found in the past many cannot cope with both things at once so be fully prepared for these pressures because you will undoubtedly face them at some time during the event.
24. Participants who the Foundation feels have not fulfilled the moral requirements of LifeCycle will be disqualified from the challenge and arrangements made for their return home.

## **OFFICIAL TRAINING STARTS ON 30 JULY 2023**

### **Meetings for Participants**

Friday, 28 July

Friday, 18 August

Friday, 8 September

Friday, 29 September

Friday, 20 October

Friday, 10 November

Friday, 17 November

### **Sunday Rides** (each ride is valid for 30 points)

July 2023 – 30

August 2023 – 6, 13, 20, 27

September 2023 – 3, 10, 17, 24

October 2023 – 1, 8, 15, 22, 29

November 2023 – 5, 12, 19