



2011/2012

**COMPETITION FUNDING GUIDELINES
AND APPLICATIONS**

Prepared by High Performance Committee
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OVERVIEW

Cross Country Saskatchewan (CCS), is committed to supporting the development of competitive cross-country ski racing in Saskatchewan. To further this, funding has been made available for athletes at the base level and athletes at the developing and elite levels of high performance competition.

Through **Base Level Funding** CCS recognizes the starting point for racing teams of member clubs and their athletes, and provides those teams with assistance to support racing within the province as the team sees fit.

Through **High Performance Elite Development Funding** CCS recognizes and supports that intermediate step when the young athlete has already proven his/her ability at provincially (but not nationally) sanctioned races, and wishes to challenge both him/herself and others, at nationally sanctioned races, such as those beyond the borders of the province. The athlete will strive to acquire a ranking on the Canada Points List (CPL), as established through Cross Country Canada (CCC).

Through **High Performance Elite Funding** CCS recognizes and supports the accomplished athlete who has already proven his/her ability, provincially and nationally.

The CCS Base Level and High Performance Funding programs are available to both able bodied and disabled athletes. Selection criteria for the High Performance Funding programs place emphasis on the athlete's demonstrated ability and results from the previous year's competition.

All applications and required submissions must be returned together, no later than the posted application closing date. **The High Performance Committee (HPC) will be reviewing all submissions.** This will occur shortly after the closing date, to ensure the initial payments are made as soon as possible.

Included in this document is the new form "Athlete/Coach Agreement" that can be used by coaches to enter into ethical agreements with their athletes.

BASE LEVEL COMPETITION

Base Level Funding

The Base Level Funding program is a grassroots CCS initiative to provide the racing teams of member clubs with financial assistance for their young and developing racers. CCS recognizes that many young ski racers need to travel to various races throughout the province. Race exposure for these young athletes is critical for their development to high performance skiing.



Therefore, CCS will provide funding of **\$200 per licensed racer** meeting the established criteria. This funding will be available to each racing team of a member club to assist in the development of their young athletes.

Racing teams may apply for funding on behalf of athletes in their respective clubs who showed commitment to competition and performance development throughout the previous year. A Team that is just beginning and applies for athletes, who qualify according to the criteria below, will not receive funding until the following year.

The Key Criteria are:

1. Athlete must have held a CCS Race License in the previous year and obtain one by December 1st of the current year.
2. Athlete must have attended at least three CCS sanctioned events in the previous ski season that counted towards Sask Cup point standing, with one of those events having been the Provincial Championships.*
3. Athletes awarded High Performance Elite Development or Elite funding are also eligible for Base Level Funding.
4. Athlete must be in the “Under 23” (U23) categories.
5. Base level funding is to support travel expenses for athlete attendance at races.
6. **CCS must receive applications by January 31, 2012**, for Teams to be eligible.

**An athlete that can provide proof of illness (signed letter from a doctor) that prevented his/her participation in the provincial championships or NOT MORE THAN TWO regular Sask Cup race events will still be considered eligible for base level funding*

To receive funding for the current year, each Team must notify CCS to release the funding not earlier than October of this year. CCS will have the correct list of names upon which to base the funding amount. Any discrepancies from your records should be reported to CCS.

To qualify for next year’s funding, each Team must submit an application (as indicated in criteria #6 above) listing all eligible athletes by name, age, and email address (if available). Email addresses will be used solely for communication between CCS, individual athletes and coaches, regarding such things as: race notices, athlete racing license numbers, race results, athlete selection information, and other CCS related information.

The funds will be payable upon acceptance of the application form.

Send completed applications to:
Cross Country Saskatchewan
1860 Lorne Street
Regina, Saskatchewan S4P2L7

Inquiries can be forwarded to: ccs@sasktel.net



HIGH PERFORMANCE COMPETITION

1. High Performance Elite Development Funding

CCS, through Elite Development Funding, will assist provincially ranked athletes who have enjoyed success at the Sask Cup level and have demonstrated both the ability and desire to strive towards the elite level. CCS will provide funding ranging from **\$250 to \$750 to each racer** meeting the established criteria. *This level of funding is provided to assist the developing athlete in attending out of province CCC sanctioned events and high level training camps. Other race events, subject to approval by the High Performance Committee (HPC), may qualify for additional units of funding.*

To be eligible for **High Performance Elite Development Funding**, and to be recognized as an Elite Development Skier, the following criteria must be met:

1. Athlete must race at a Juvenile level or higher and in the U23 categories.
2. Athlete must have demonstrated results from the previous year's race season.
3. Athlete must hold a CCS Race License for the current year.
4. Athlete must hold a CCC Race License, for the current year.
5. Athlete must be coached by a new NCCP - ICC and CC or equivalent (old Level 1) coach, or higher.
6. Events must be CCC sanctioned races, and high level training camps or other events approved by the HPC.
7. Athlete may identify up to three events. Additional events may be considered later in the season, but must be approved by the HPC.
8. **CCS must receive applications by January 31, 2012** with each planned event listed on the application, for athletes to be eligible.
9. **Athletes are strongly recommended to attend 2 Sask Cup races and must attend the provincials (unless there is demonstrated conflict with a CCC event) in order to receive funding.**
10. **Preference will be given in order of priority, 1. To athletes that placed first in Sask Cup Points, in their category the previous year; 2. To athletes that placed second in Sask Cup Points, in their category the previous year; 3. To athletes that placed third ... etc.**

Each qualifying athlete will be eligible for up to three \$250 units of funding, for the upcoming season. Funds must be requested on an event-by-event basis. For example, when the athlete is ready to plan for event A, he/she must request of CCS to release the funds. Funds for event B may be requested upon proof by the athlete's coach that he/she already participated in event A (email to CCS). Funds for event C may be requested upon proof of participation in Event B.



Funds for additional events will only be considered by the HPC, after CCS receives proof of participation in the three listed events. Receipts need not be submitted but should be kept in case CCS requests them later.

During the season, an athlete may select an event or events not listed on his/her application to substitute for one or more listed events that he/she was not able to attend. This must be approved by the HPC, and substitute events must meet the criteria for acceptable events. To initiate this request, the athlete should contact CCS.

Any funding units not applied to the designated events (as defined above) must be returned in the same year in which they were issued. Failure to do so will result in the athlete not receiving any funding in subsequent years until the unused funding units are returned. At the end of the season CCS will complete a follow-up report and submit to the HPC.

Send completed applications to:
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1860 Lorne Street
Regina, Saskatchewan S4P2L7

Inquiries can be forwarded to: ccs@sasktel.net

2. High Performance Elite Funding

CCS through High Performance Elite Funding will assist provincially ranked athletes who have enjoyed success at both the Sask Cup level and nationally, and demonstrated results. CCS will provide funding ranging from **\$500 to \$1500 to each racer** meeting the established criteria. *This level of funding is provided to assist the elite athlete in attending out of province CCC sanctioned events as well as high level training camps. Other race events, subject to approval by the High Performance Committee, may qualify for additional units of funding.*

To be eligible for **High Performance Elite Funding**, the following criteria must be met:

1. Athlete must race at a Juvenile level or higher and be within the U23 categories.
2. Athlete must have demonstrated strong results* from the previous year's race season, in both Sask Cup and National level races.
3. Athlete must hold a CCS race license for the current year.
4. Athlete must hold a CCC Race License, or equivalent, for the current year.
5. Athlete must be coached by a new NCCP - ICC and CC or equivalent (old Level 1) coach or higher.
6. Events must be CCC sanctioned races, and high level training camps or other events approved by the HPC.



7. Athlete may identify up to three events. Additional events may be considered later in the season, but must be approved by the HPC.
8. **CCS must receive applications by January 31, 2012** with each planned event listed on the application, for athletes to be eligible.
9. **It is strongly recommended that the athlete participate in both races of the provincials.**

*Criteria for Elite Funding differ from that of Elite Development. **The skier will be training and racing to achieve as high a national ranking as possible.** The skier will have CPL standing from the previous year, and have demonstrated high performance abilities in both their ski racing and training history. The Competition Committee will be reviewing applications based on current CPL standings (previous year's complete ski season, i.e. July 1, 2010 – June 30, 2011) and **will give precedence to standings that are within 20 points or less of the top-ranked Canadian athlete in the respective age category.**

Each qualifying athlete will be eligible for up to three \$500 units of funding, for the upcoming season. Funds must be requested on an event-by-event basis. For example, when the athlete is ready to plan for event A, he/she must request of CCS to release the funds. Funds for event B may be requested upon proof by the athlete's coach that he/she already participated in event A (email to CCS). Funds for event C may be requested upon proof of participation in Event B. Funds for additional events will only be considered by the HPC, after CCS receives proof of participation in the three listed events. Receipts need not be submitted but should be kept in case CCS requests them later.

During the season, an athlete may select an event or events not listed on his/her application to substitute for one or more listed events that he/she was not able to attend. This must be approved by the HPC, and substitute events must meet the criteria for acceptable events. To initiate this request, the athlete should contact CCS.

Any funding units not applied to designated events (as defined above) must be returned in the same year in which they were issued. Failure to do so will result in the athlete not receiving any funding in subsequent years until the unused funding units are returned.

At the end of the season CCS will complete a follow-up report for each qualifying athlete based on the 'proof of participation' notices provided by the athlete's coach throughout the season. The follow-up report will be submitted to the HPC.

Send completed forms to:

Cross Country Saskatchewan

1860 Lorne Street

Regina, Saskatchewan S4P2L7

Inquiries can be forwarded to: ccs@sasktel.net



COACHING

Base Level and High Performance Coaching Support

For our athletes to train and race towards achieving best ever performances for both themselves and the province, the involvement of volunteer coaches is critical. Each racing team of a member club is recommended to have at least one certified coach to assist in the development of the team's base level and high performance program. Having a coach develop training plans, coordinate training sessions and travel with the athletes to races requires both a time and financial commitment on the part of the coach. For this reason, *CCS will provide a grant to each applying coach*, to assist in offsetting some of the costs associated with coaching base level and high performance athletes.

The criteria for this grant are as follows:

1. Each applying coach must base their application on one team coach supporting a competitive development program consisting of CCS licensed athletes in the U23 age categories.
2. Licensed athletes, under the guidance of the coach, must also qualify for one or more of the CCS Competition Funding programs: Base Level, High Performance Development, or High Performance Elite.
3. If the coach can demonstrate that the athlete numbers and the existing high performance program warrant inclusion of a second coach, a second coach application may be submitted, and at the discretion of the HPC, be approved.
4. The coach must be certified completely, at the level for which they apply. (i.e., if the coach will be attaining their L2T level mid way through the season, the application will be based on the existing CC level standing.
5. The coach must submit a document outlining the High Performance Program in place for the club. This would include, but not be limited to, planned training sessions, race schedule, etc.
6. **CCS must receive applications by January 31, 2012** to be eligible.

Available grant funds will be based on full level attained as on December 31, 2011

New NCCP – ICC and CC and old Level 1 upgrades through ICC and CC - **\$250**

New NCCP L2T and T2T and old Level 2 upgrades through ICC/CC- **\$500**

New NCCP Level L2C or higher, or old NCCP Level 3 or higher - **\$750**

Please note that these guidelines will likely be updated before next year and eventually old NCCP status (Level 1, 2, etc.) will no longer qualify for funding. Coaches are encouraged to seek recognition under the new system (ICC, CC, L2T, etc. as soon as possible).



Examples of how the coach can utilize this funding: 1) Honorarium for coach's time spent working with athletes, 2) travel assistance for coach and athletes to attend local races, 3) general coaching supplies, stationary, etc.

The coaching support grant is designed to assist the existing coach in their function as a team coach. This grant is **NOT INTENDED** for coaching development, but to support the coach as they work with the team and individual athletes.



CANADIAN NATIONAL CHAMPIONSHIPS FUNDING

***BEING REVISED.
A SEPARATE APPLICATION PROCEDURE
WILL BE IN PLACE FOR 2012.***

Send all correspondence to:
**Cross Country Saskatchewan
1860 Lorne Street
Regina, Saskatchewan S4P2L7**

Inquiries can be forwarded to: ccs@sasktel.net



WESTERN CANADIAN CHAMPIONSHIPS FUNDING

The Western Canadian Championships is a national level event tailored to developing skiers approaching, or advancing through, elite development. CCS may treat this event separately from the other CCC sanctioned events that an athlete participates in. All athletes are eligible to attend and participate at the Western Canadian Championships. 'Special westerns funding' may be available to support attendance by CCS athletes. Their respective coaches will choose athletes, and a list be developed. Available funding may be applied to support group travel, or some combination of individual and group expenses. Upper limits on the number of athletes supported may be determined on the 'first come – first served' rule, and will depend on the amount of funding available. *The HPC will also consider allowing athletes with High Performance Elite Development or High Performance Elite funding to apply such to the event, in addition to the 'special westerns funding'. This will depend on there being costs to attend that significantly exceed the 'special westerns funding'.*

***BEING REVISED.
EXPRESSIONS OF INTEREST WERE
INVITED THROUGH THE CCS WEBSITE
AND EMAIL TO COACHES AND
ATHLETES.***

Send all correspondence to:
**Cross Country Saskatchewan
1860 Lorne Street
Regina, Saskatchewan S4P2L7**

Inquiries can be forwarded to: ccs@sasktel.net

APPLICATION FORMS



CROSS COUNTRY SASKATCHEWAN

2. Application for High Performance Elite Development Funding 2011-12

NOTE: Application must be received by January 31, 2012

Applicant Information *(to be completed by Athlete)*

Name _____ Male _____ Female _____
Address _____ Age _____ (as of Dec 31st, 2011)
City _____ Postal Code _____ Birthday _____
Email Address _____ *Number Years Competitive Skiing* _____
Home Ski Club _____ *Team Name* _____
CCS Race License # _____ *CCC Race License #* _____

Please list location and dates of Out of Province and other CCC-Sanctioned events

1. Event _____ Date: _____
2. Event _____ Date: _____
3. Event _____ Date: _____

Coach Information *(to be completed by coach)*

Name _____ Address _____
City _____ Postal Code _____
Email Address _____ NCCP Certification # _____
Home Ski Club _____ *Team Name* _____

Required Signatures

Signature of Applicant _____ Date _____
Signature of Coach _____ Date _____
Signature of Parent or Guardian _____ Date _____
(if applicant under 18)



CROSS COUNTRY SASKATCHEWAN

3. Application for High Performance Elite Funding 2011-12

NOTE: Application must be received by January 31, 2012

Applicant Information *(to be completed by Athlete)*

Name _____ Male _____ Female _____
Address _____ Age _____ (as of Dec 31st, 2011)
City _____ Postal Code _____ Birthday _____
Email Address _____ *Number Years Competitive Skiing* _____
Home Ski Club _____ *Team Name* _____
CCS Race License # _____ CCC Race License # _____

Please list location and dates of Out of Province and other CCC-Sanctioned events

1. Event _____ Date: _____
2. Event _____ Date: _____
3. Event _____ Date: _____

Coach Information *(to be completed by coach)*

Name _____ Address _____
City _____ Postal Code _____
Email Address _____ NCCP Certification # _____
Home Ski Club _____ *Team Name* _____

Required Signatures

Signature of Applicant _____ Date _____
Signature of Coach _____ Date _____
Signature of Parent or Guardian _____ Date _____
(if applicant under 18)



CROSS COUNTRY SASKATCHEWAN

4. Application for High Performance Coaching Support 2010-11

NOTE: Application must be received by January 31, 2012

Coach Information

Name _____ Address _____

City _____ Postal Code _____

Email Address _____

NCCP Level _____ Certification # _____

Home Ski Club _____ *Team Name* _____

Required Signatures

Signature of Coach _____ Date _____

Signature of Club Representative _____ Date _____

Please attach the following information with this application:

Summary of club training and competition program for the upcoming season

Names and number of athletes involved.

Send completed forms to:

Cross Country Saskatchewan

1860 Lorne Street

Regina, Saskatchewan S4P2L7

Inquiries can be forwarded to: ccs@sasktel.net



ATHLETE/COACH AGREEMENT

ATHLETE CODE OF CONDUCT

Athletes will:

- Strive to be positive and support other team members
- Work together with other team members when needed
- Be appreciative of everyone supporting the team
- Respond to reasonable requests for assistance from clubs and to reasonable requests for information from the press

Athletes must:

1. Compete according to the rules of Cross Country Saskatchewan (CCS), Cross Country Canada (CCC) and the International Ski Federation (FIS), where applicable.
2. Maintain respect for officials at all competitions;
3. Be respectful and considerate towards the public, coaches, administrators, volunteers, officials and other athletes;
4. Represent Saskatchewan and the sport in a dignified and responsible manner;
5. Treat with respect all property owned, rented or borrowed by CCS, including team vehicles, rental cars, motels, team clothing, billet's property and team equipment;
6. Not visit the rooms of other athletes after curfew;
7. Confirm with Team Leaders their whereabouts and activities at all times when away from the team accommodations, camp headquarters or race site;
8. Not publicly criticize CCS programs, sponsors, clothing, equipment or personnel/volunteers, (*voice any valid concerns directly through the normal CCS political process*);
9. Never use tobacco or illegal drugs;
10. Never use alcohol while attending a team activity (athletes under the legal age) **without exception**;
11. Never use alcohol while attending a team activity without prior consent of the Head Coach or his/her delegates (athletes at, or over the legal age).

COACH CODE OF CONDUCT

Coaches have influence and control over their athletes. They must be aware of and understand the power they have to affect their athletes' athletic development, their personal lives and even the athletes' families. Coaches must also recognize that their athletes may look to them for a good example. The athlete's behavior is influenced by the coach. Coaches must achieve behavior that is in the best interests of their athletes and the organization.



Coaches have a responsibility to:

- Allow athletes' goals to take precedence over their own
- Recognize and accept when to refer athletes to other coaches or sport specialists
- Direct comments or criticism at the performance rather than the athlete
- Ensure that the activity is suitable for the age, ability and fitness level of the athletes
- Regularly communicate and cooperate with the athletes' parents or legal guardians, involving them in decisions pertaining to their child's development
- Conduct practices and games so as to allow student athletes the best chances for academic success
- educate athletes about contributing to a safe environment
- Communicate and cooperate with doctors in the diagnoses, and treatment of their athletes' medical and psychological problems
- Give top priority to the athletes' future health and well being when making decisions about their ability to continue playing or training
- Display high personal standards and project a favorable image of their sport and coaching
 - a. Refrain from public criticism of fellow coaches; especially when speaking to the media or recruiting athletes
 - b. Abstain from the use of tobacco products while in the presence of athletes and discourage their use by athletes
 - c. Abstain from drinking alcoholic beverages when working with athletes
 - d. Discourage the use of alcohol in conjunction with athletic events or victory celebrations at the playing site
 - e. Refrain from the use of profane, insulting, harassing or otherwise offensive language in the conduct of duties
- Treat everyone fairly, regardless of gender, place of origin, color, sexual orientation, religion, political belief or economic status
- Regularly engage in professional development
- Respect opponents and officials at all times and encourage the same from their athletes
- Encourage athletes to uphold the rules of their sport, and the spirit of such rules

Coaches Must:

1. Ensure the safety of the athletes with whom they work.
2. At no time become intimately and/or sexually involved with their athletes. This includes requests for sexual favors or threat of reprisal for the rejection of such requests.
3. Respect the athlete's dignity; verbal or physical behaviors that constitute harassment or abuse are unacceptable.
4. Never advocate or condone the use of drugs or other banned performance enhancing substances.
5. Never provide under age athletes with alcohol.



AGREEMENT

Athlete: I, _____, by signing this document, indicate that I have read, understood, and agree to follow the Cross Country Saskatchewan Athlete/Coach Agreement.

Date: _____

Athlete signature: _____

Parent signature: _____

Phone number: _____

Address & Postal Code: _____

Coach: I, _____, by signing this document, indicate that I have read, understood, and agree to follow the Cross Country Saskatchewan Athlete/Coach Agreement.

Coach signature: _____

Phone number: _____