

**BC WHEELCHAIR SPORTS
ASSOCIATION**

**2005/2006
ATHLETE ASSISTANCE
PROGRAM (AAP)**



*BC Wheelchair Sports Association
#224 - 1367 West Broadway, Vancouver, BC V6H 4A9
Ph 604-737-3090 Fax 604-737-6043
Toll Free 1 877 737-3090
info@bcwheelchairsports.com
www.bcwheelchairsports.com*

HANDBOOK

2005/2006 ATHLETE ASSISTANCE PROGRAM

What is the AAP?

The Athlete Assistance Program or 'AAP' is a program funded by the Provincial Government, which provides a system of recognition and financial support for BC's high performance athletes. The intent of the program is to provide funding to individual athletes "based on their demonstrated commitment to high performance sport and excellence, and their potential to compete for British Columbia and Canada".

How does it work?

Each year, the Sport Branch of the Ministry of Tourism, Sport and the Arts (Provincial Government) allocates a certain amount of AAP funding to each Provincial Sport Organization (PSO). Along with the funding are guidelines regarding minimum funding criteria that the PSO must follow when allocating funds to the athletes. These are including on the following pages.

In addition to these guidelines, the PSO (BC Wheelchair Sports) is responsible for forming a Selection Committee that establishes criteria to further select athletes for the program.

How much funding is available?

The government determines the amount each organization receives on a yearly basis. The total amount of funding received by BC Wheelchair Sports for the 2005/2006 Athlete Assistance Program is \$5790.00. The government recommends that the minimum grant per athlete be no less than \$500.00 each, which means that the maximum number of athletes funded this year would be eleven. This is the same level of funding as in 2004/2005.

How will the committee decide who receives funding?

An application form will be sent to all athletes who meet the minimum funding criteria set out by the provincial government and BC Wheelchair Sports. Along with the form will be a questionnaire that the athlete must complete and submit for review by the committee.

Athletes must fill in the questionnaire as fully as possible – the selection committee will not search for additional information when such information is missing.

Each question is evaluated on a scale of 0 - 5 as to how well the athlete meets an 'ideal'. The questions are equally weighted so that for example, commitment and dedication to sport is equally as important as national ranking. Athletes may not meet the 'ideal' in each criterion, but their total points across all of the questions will rank them fairly with other athletes.

Hopefully, this system will not only identify the appropriate athletes for funding, but also give athletes goals to strive for.

What are the selection criteria?

In addition to government guidelines, BC Wheelchair Sports has set the following criteria for selection to the AAP:

Minimum Eligibility Criteria

At a minimum, the athlete must:

- *Participate in a recognized BC Wheelchair Sport, and be a current member of BCWSA*
- *Be a Provincial Team Member or Canada Games training pool athlete in his/her sport*
- *Not already be receiving national carding funds or provincial AAP funding through college or university affiliation*
- *Be a Canadian citizen or have landed immigrant status, and have resided in British Columbia for the past 12 months*
- *Participate in BCWSA programs, clinics & workshops*

** For information regarding whether or not an athlete qualifies as a 'Provincial Team Athlete' please refer to Appendix B of this handbook.*

Rated Selection Criteria (0-5 pts)

The athlete will be evaluated with regards to how well he/she meets the following criteria:

1. *Is involved in a year round training program*
2. *Follows a yearly training plan, regularly monitored by a coach*
3. *Is coached by an NCCP Certified Coach*
4. *Provincial ranking*
5. *National ranking*
6. *Demonstrates dedication and commitment to his/her sport as evidenced by commitment to training & competition, lifestyle, attendance at training camps, workshops and seminars*
7. *Has the potential to compete for British Columbia and Canada for the next 3 – 5 years.*
8. *Contributes to the development of his/her sport*
9. *Has shown noticeable improvement over the last year*
10. *Frequency & quality of training*

2005/2006 ATHLETE ASSISTANCE PROGRAM

Provincial Government Guidelines

The Sport Secretariat of the Ministry of Small Business and Economic Development (Provincial Government) has set out the following guidelines for athlete eligibility in the Athlete Assistance Program. Athlete 'levels' refer to the current level of performance of the athlete.

CRITERIA	LEVEL OF PERFORMANCE	TRAINING REQUIREMENTS	COMPETITION REQUIREMENTS	COACHING STANDARDS
LEVEL 1 Athlete	Provincial Age Group Team Member Elite Club Athlete or University or College Athlete	10 hrs/wk (including competition)	Competing towards Provincial, Regional and National Championships	Working with a Level 3 NCCP Coach (minimum)
LEVEL 2 Athlete	Provincial Sr. Team Member or Canada Games Athlete	12 hrs/wk with a coach (including competition) Year round program	Competing at National Championships or in the Canada Games Program	Working with a Level 3 NCCP Coach (minimum)
LEVEL 3 Athlete	National Development Team National Jr. Team National Training Centre Pool	15 hrs/wk with a coach (including competition) Year round program	Competing at National and International Competitions	Working with a Level 3 NCCP Coach (minimum)
LEVEL 4 Athlete	National Senior Team Member	20 hrs/wk with a coach (including competition) Year round program	Competing towards recognized multisport games (Such as Pan Am, Paralympics, Commonwealth)	Working with a Level 4 NCCP Coach (minimum)
LEVEL 5 Athlete	National Senior Team Member	25 hrs/wk with a coach (including competition) Year round program	Top 4 in the world (Team) Top 8 in the world (Individual)	Working with a Level 4 NCCP Coach (minimum)

* AAP grants to the athletes are supposed to increase in amount as performance levels increase. However, due to the large number of eligible athletes within BC Wheelchair Sports and limited funds available, BCWSA is only able to grant the minimum of \$500.00 in most cases

2005/2006 Timeline

22 December, 2005	Distribution of Handbooks & Application Forms to athletes & coaches
20 January, 2006	Deadline for receipt of applications from athletes
10 February, 2006	AAP athletes selected & list 'published'
17 February, 2006	Deadline for receipt of athlete appeals
15 March, 2006	Athlete training reports due from selected athletes (September 2005 – February 2006)
31 March, 2006	Funds distributed to athletes
15 September, 2006	Athlete training reports due (February - August)

Athlete Rights & Responsibilities

- BCWSA athletes are responsible for submitting their AAP Application form (type written) and questionnaire by the established deadline. Applications received after the deadline *will not be considered*.
- Athletes receiving AAP Funding must sign the BCWSA Athlete Agreement & Code of Conduct and submit it along with their application.
- Upon being notified of their selection, BCWSA athletes are responsible for submitting training reports for the period 01 September 2005, to 28 February 2006 by March 15, 2006. Failure to do so will result in removal from the AAP and forfeiture of AAP funding.
Athlete training reports for the period 01 March 2006 to 31 August 2006 are due September 15th, 2006. Failure to submit reports for this period will impact athlete eligibility for 2006/07 AAP funding. *Athletes will not be reminded to submit reports.*
- Athletes have the right to appeal decisions made by the Selection Committee if he/she feels they fit the established criteria and were ranked incorrectly.
Appeals must be received in writing by the deadline indicated and will be addressed within 7 days. Written appeals should include the reasons why an athlete feels he/she has been incorrectly ranked and evidence thereof. Appeals will be processed in accordance with established BCWSA AAP Appeal policy & procedures.
- As required by the provincial government "Any athlete receiving financial assistance from the Province of British Columbia must be available for provincial team selections and if selected, commit to train and represent the Province and the Sport in the applicable competition. Athletes receiving financial assistance will be expected to make themselves available to contribute to athlete

Appendix A: Sample Forms

AAP Questionnaire, Athlete Agreement & Code of Conduct:

**2005/2006 ATHLETE ASSISTANCE PROGRAM (AAP)
ATHLETE QUESTIONNAIRE**

NAME:	
ADDRESS:	POSTAL CODE:
TELEPHONE:	FAX:

In support of your application for Athlete Assistance Program funding, please provide information in the following areas *this information will be used to assist the AAP Selection Committee in their deliberations:*

1. Are you involved in a year round training program?
(you will be required to submit regular training reports if selected)
2. Do you follow a yearly training plan, regularly monitored by a coach?
(Please submit a copy of your plan with your application)
3. Are you coached by an NCCP Certified Coach? What is his/her name & level of certification?
4. Are you, or your team ranked provincially? If so, what is your provincial ranking?
5. Are you, or your team ranked nationally? If so, what is your national ranking?
6. In what ways do you demonstrate a dedication and commitment to your sport?
(ie. commitment to training & competition, lifestyle choices, attendance at training camps, workshops and seminars.)
7. Do you feel you have the potential to compete for British Columbia and/or Canada for the next 3 – 5 years? What are your long-term goals?
8. Do you contribute to the development of your sport? In what way?
9. In what ways have you improved over the last year?
(improved ranking, time, etc)
10. Describe your training program
(include frequency, duration & type of training, with/without a coach)

BC WHEELCHAIR SPORTS ASSOCIATION ATHLETE AGREEMENT & CODE OF CONDUCT

- 1.0 Athletes are ambassadors of BC Wheelchair Sports and shall maintain high standards of moral and ethical conduct, which includes self-control and responsible behaviour, and consideration for others' physical and emotional well being.
- 2.0 Athletes shall treat others with respect and expect to be treated with respect in return.
- 3.0 Athletes must uphold the standards of Fairplay, and exhibit a high level of sportsmanship and team spirit.
- 4.0 Athletes shall refrain from the use of profane, insulting, harassing or otherwise offensive language
- 5.0 Athletes shall abide by the Policies and Procedures of the BC Wheelchair Sports Association as presented in the association's policy and procedure manual.
- 6.0 Athletes shall dress in the appropriate attire at all times, as directed by the Team Manager, and in keeping with the policies of BC Wheelchair Sports. Athletes shall maintain high personal hygiene standards.
- 7.0 Athletes are required to abide by curfew set by management staff and/or host organizing committee.
- 8.0 Any Athlete committing an act, which is considered an offence under the law, will be dealt with by the appropriate authorities.
- 9.0 All athletes shall agree that:
 - 9.1 They shall not possess or use any illegal drugs, excluding prescribed medical drugs, which shall be registered with the appropriate official prior to the event. The use of performance enhancing drugs is strictly banned.
 - 9.2 Athletes under the age of 19 will not possess or use alcohol or tobacco in any form during the event or at any social activities connected with the event.
 - 9.3 Athletes 19 years and over will not possess or use alcohol in any form within the immediate area of an event, or competition site, and not in excess in the residence. Athletes will not supply alcohol to minors.
 - 9.4 Tobacco smoking for athletes over the age of 19 is strongly discouraged, and will only be allowed in designated smoking areas.
 - 9.5 Any wilful damage to hotel rooms or other property shall be assessed to the account of the athlete(s) involved.
 - 9.6 All team members must recognize that the Team Manager is responsible for the Team and its actions, and they must adhere to guidelines set down by the Team Manager.

A breach of any part of this code of conduct is sufficient grounds for an athlete to be withdrawn from an event and to be sent home at his/her own expense, and/or result in removal from the Financial Assistance Program. Athletes are subject to the disciplinary policies and procedures of the BC Wheelchair Sports Association as presented the association's Policy and Procedures Manual.

I have read and understand the above statements and agree to conduct myself in a manner that demonstrates the standards established in the *Athlete Agreement and Code of Conduct*.

Athlete's Signature

Date

Parent/Guardian (if under the age of 19 yrs)

Date

APPENDIX B: Provincial Team Programs

Sport Specific Provincial Team Selection Criteria

Athletes, who are uncertain as to whether or not they are designated as Provincial Team members in their sport, should refer to the criteria listed below.

BCWSA 2005/2006 Provincial Team Selection Criteria	
<i>Athletics Road Racing</i>	Any athlete achieving a top 3 ranking in their category among BC Athletes for the 10K or Marathon event, and having participated in at least one or more events in the WC Race Series in the past year.
<i>Athletics Track</i>	Any athlete achieving a time of not more than 20% (30% for Junior Athletes) off of the National B Standard times according to their classification level in one or more events and having competed at the BC Summer Games, Western Canada Summer Games, Canada Games, or Canadian Paralympic Championships in the previous 2 yrs.
<i>Target Sports</i>	Any athlete representing British Columbia at a National Championships, or Canada in an international Qualifying, World or Paralympic competition in the previous year
<i>Tennis</i>	For the purposes of the Athlete Assistance Program, the eligibility criteria will extend beyond the top 4 men, top 2 women and top 2 Quadriplegic players to include the top 6 men, top 3 women and top 3 Quadriplegic players from BC on the most recent Tennis Canada rankings.
<i>Rugby</i>	The Provincial Senior and Developmental Rugby Teams representing BC at the National or Regional Championships, as named by the provincial team coach
<i>Basketball</i>	The Provincial Senior Men's and Women's Teams representing BC at the National Championships, as well as the Junior Provincial Team, and Canada Games Team as named by the designated team coach(es)

**Criteria are subject to change on a yearly basis, as each sport grows and develops. Criteria will be established in consultation with the Sport Management Committees of each sport and be published and available at the BCWSA office at the beginning of each sport's season.*

** Please note that these are minimum eligibility criteria that allow an athlete to apply for funding. Athletes are then ranked according to the questionnaire submitted, with up to 11 athletes receiving funding in 2005-2006.*

*If you have questions regarding the **Athlete Assistance Program**, or would like an application package, please contact Gail Hamamoto Doré at:*

BC Wheelchair Sports Association

#224 - 1367 West Broadway Vancouver, BC V6Y 4A9

Phone 604-737-3195 Fax 604-737-6043 Toll Free 1 877 737-3090

Email gail@bcwheelchairsports.com

www.bcwheelchairsports.com