

Request for Club Proposals: National Winter Sports Development Association (NWSDA)

A financial assistance opportunity aimed at supporting the development of internationally competitive Canadian athletes in cross-country skiing.

April 5, 2019

1. OVERVIEW

The “National Winter Sports Development Association” (NWSDA) was established through the foresight and donation of the Disbrow family to assist cross-country ski clubs with proven ability to develop competitive skiers and coaches based on long-term development planning. The long-term goal is focused on boosting and sustaining Canada’s performance level and ranking at the international level. The NWSDA has a Board of Directors, which decides on the direction and allocation of the NWSDA grants. Nordiq Canada manages and administrates the annual funding allocations of the NWSDA Board.

The Association’s order of priorities for funding assistance includes:

1. The hiring of **full time** professional coaches to lead year-round athlete development programs. The coach is required to adapt an inclusive approach to Nordiq Canada’s Long-Term Athlete Development (LTAD) Guide, “Cross-Country Skiing – A Sport for Life.”
2. Advancing the education of professional coaches and cross-country ski racers who want to become professional coaches; this may include assisting them in their education at the National Coaching Institute (NCI) or other career enhancing opportunities.
3. Funding assistance for athletes who have the skill and desire to compete, first for their club and provincial team and then at the National Ski Team level.

2. FUNDING ASSISTANCE DISBURSEMENT FRAMEWORK

The allocation of funds in the 2019-20 season will be based on NWSDA’s priorities in alignment with the following guidelines:

- a) The quality of the club’s proposed program and the organizational support systems to deliver the program;
- b) Funding assistance for career coaching development and education at the club level based on the coach development plans.
- c) Funding assistance for individual athletes based on the published eligibility guidelines and consideration of the athlete’s long-term goals and objectives leading towards international success. ***(Note: the athlete subsidy is covered under a separate application process)***

3. CLUB ELIGIBILITY AND APPLICATION PROCESS FOR FUNDING ASSISTANCE

A. Club Eligibility

- a) Any nationally affiliated cross-country ski club with a full-time coach or designated candidate as a full-time coach;
- b) The club must demonstrate a commitment to a minimum amount of job security for the coach being considered for this financial assistance. This includes a minimum two-year commitment, conditional on funding support, with a benefits package that includes a medical and insurance services plan and contribution to an RRSP plan on a matching contribution basis;
- c) The minimum salary expectation for the full-time club coach is \$45,000 based on a 12-month contract;
- d) Club subsidies will be oriented towards established high performance clubs with a recent history of national and international achievements, however developing clubs that can demonstrate potential to establish long-term development programs leading to international excellence will also be considered.

B. Club Application Outline

Submit in one PDF document the following information. Your club's application should use the following headings and in the order listed below. (maximum 10 pages; point form acceptable)

- a) Cover Letter: A one page letter stating the amount requested from the NWSDA and a brief overview of the clubs needs and how those funds would be utilized.
- b) NWSDA Application Form: Complete APPENDIX A.
- c) Organization: The club must be able to demonstrate organizational effectiveness based on a team of volunteers and a healthy and vibrant development system based on the LTAD model.
Provide a:
 - 1) Club Organizational chart
 - 2) Table of programs (Learning to Train through Training to Compete stages of LTAD) which will include the number of athletes and coaches in each of the LTAD stages of the club's program.
- d) Program Description and an Operational Plan: Describe how the club will enhance the current program and target the needs of development athletes aspiring to achieve excellence in the sport at the international level;
- e) Operational Budget: Submit an estimated budget for the club's 2019-20 program, specifying the club's financial sources, the amount requested from NWSDA and what those funds would be used to support;
- f) Comprehensive Coaching Plan: Outline the professional development and a career path for the designated club coach grant recipient. This should include:
 - 1) the level of responsibility of the coach

- 2) the designated coaches' education objectives, such as advancing their education at the National Coaching Institute (NCI) and other career enhancing opportunities (if a previous recipient of the fund, please list your ability to follow through on the previous year's coach education plan)
- g) Club Performance Achievements: List Club's achievements over the last two years. i.e.: National's Club Overall ranking; and National's Club Junior ranking; Provincial ranking and/or results; list of athletes who qualified for Provincial teams, National Teams, National Development Teams; World Junior and U23 Championships and athletes graduated to NST senior programs over the last 8 years.
- h) Provincial and National Cooperation: Briefly detail how your club cooperates within your Provincial and National structures (i.e: participation at; training camps, provincial race circuit, AGM, NorAm circuit, committees, etc.)

PROPOSAL SUBMISSION DETAILS

Questions: Stephane Barrette, Director, Coach & Athlete Development,

sbarrette@cccski.com

Submissions: nwsda@cccski.com

Closing Date: April 30th, 2019

Selection Process:

- All applications will be reviewed by a Selection Committee designated by Cross Country Canada.
- The Selection Committee will determine a short list of candidates.
- The Selection Committee will send the short list of candidates to the NWSDA Board for final selection and approval.
- Successful candidates will be notified by phone and/or e-mail.

Questions

Please contact: Stephane Barrette, sbarrette@cccski.com for questions or concerns.

Notification of selections: estimated to be June 1st, 2019 (*to be confirmed by the NWSDA Board*)

Electronic submissions required. Please include the information required in Appendix A.

APPENDIX A – CLUB AND COACH INFORMATION

A) Club Information

1. Club Name: _____
2. Primary Club contact: _____
3. Telephone: _____
4. Email address: _____
5. Mailing Address: _____
6. Requested amount of support from NWSDA: _____

B) Coach Information

1. Club coach: _____
2. Club assistant coach (if applicable): _____
3. Coach experience: Please attach a short resume including experience and coach education
4. Expected salary range of coaching staff: _____
5. Top 3 challenges facing the coaching team for the 2019-20 season:
 - a. _____
 - b. _____
 - c. _____