**Request for Club Proposals: National Winter Sports Association**

**A Financial Assistance Opportunity aimed at supporting the development of internationally competitive Canadian athletes in cross-country skiing.**

Feb 18, 2014

**1. OVERVIEW**

The “National Winter Sports Association” (NWSA) 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 NWSA has a Board of Directors which decides on the direction and allocation of the NWSA grants. Cross Country Canada manages and administrates the annual funding allocations of the NWSA 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 Cross Country 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**

There will be a limited amount of money available for disbursement by NWSA in the 2014-15 season. The allocation of funds to clubs will be based on NWSA’s priorities in alignment with the following guidelines:

1. The quality of the club’s proposed program and the organizational support systems to deliver the program;
2. Funding assistance for career coaching development and education at the club and NDC level based on the coach development plans.
3. 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**

1. **Club Eligibility**
2. Any nationally affiliated cross-country ski club with a full time coach or designated candidate as a full time coach;
3. The club must demonstrate a commitment to a minimum amount of 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;
4. The minimum salary expectation for the full-time club coach is $40,000 based on a 12-month contract;
5. The major part of the club subsidies will be oriented towards established clubs, however developing clubs that can demonstrate potential to establish long term quality development programs will also be considered.
6. **Club Application Process**
7. Eligible Clubs must complete the NWSA Application Form (REFER TO Appendix A).
8. The following information should also be included in the application:
9. 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. A club organizational chart, list of programs (Learning to Train through Training to Compete stages of LTAD) and number of athletes and coaches in the programs should be submitted;
10. A program description and an operational plan including how the club will enhance the current program and target the needs of development athletes who have aspirations to achieve excellence in the sport at the international level;
11. Submission of a financial operational budget estimate for the club’s 2013-14 program, specifying the club’s financial sources, the amount requested from NWSA and what those funds would be used to support;
12. Submission of a comprehensive coaching plan outlining professional development and a career path for the club coach and/or assistant coach. This should include the level of responsibility of the coach and coach education objectives such as advancing their education at the National Coaching Institute (NCI) and other career enhancing opportunities;
13. Brief list of club performance achievements over the last two years.

**PROPOSAL SUBMISSION DETAILS**

Submit to:         Thomas Holland, CCC Director of High Performance ([tholland@cccski.com](mailto:tholland@cccski.com))

Closing Date:    April 25th, 2013

Selection Process:

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

Questions

Please contact: Lisa Patterson, CCC High Performance Development Coordinator [lpatterson@cccski.com](mailto:%20JCunningham@cccski.com) for questions or concerns.

Notification of selections: estimated to be May 16, 2013 *(to be confirmed by the NWSA Board)*

***Electronic submissions required.***