



Athlete Assistance Program

Authority: Board of Directors

Version Number: 05

Last Date Reviewed: 20 June 2017

Director Responsible for Operation: High Performance

1. Purpose

The purpose of the Athlete Assistance Program (AAP) is to provide funding assistance to improve Saskatchewan's athletes' performance in inter-provincial and national level competitions, thus improving the overall level of play in our province. Monies are to be used for training costs, equipment, travel costs and relative expenses for competition.

Elite Athlete Assistance is provided by SRA at their discretion to active members whose performance standard ranks them at national level or national level potential.

2. Qualifications

Any athlete may apply, but only those deemed to be ELITE athletes shall be selected. Evaluation is based on the following:

- a) Must be a member in good standing of the Association for a minimum of one (1) year.
- b) Must be a Canadian citizen and/or resident/landed immigrant in Saskatchewan for at least one (1) year.
- c) Must hold a valid Saskatchewan health card.
- d) Should have a yearly training plan (YTP) approved by and/or overseen by a provincial coach.
- e) Must be an active member whose performance standards and commitment places them at a national level or makes them potential national level players.

3. Procedure

The High Performance Director or designate of the Association shall post the electronic application form on the provincial website and notify racquetball clubs, coaches, and members within the province by October 15th.

- a) Athletes must submit their applications on or before November 15th.
- b) Following the deadline for applications, the Board will meet and review all applications. Applications will be accepted so long as all qualifications are met.
- c) Upon Board approval, funds will be paid out in two installments. Athletes may submit expense receipts related to their playing cost twice in the season provided the athlete(s) have submitted sufficient expenses to cover their approved funding amount(s).
- d) Funding amount per athlete will be dependent on budget, number of qualified applicants, and level of participation criteria.
- e) This program is administrated in an atmosphere of gender equity where equal consideration will be given to applications by women and men.

4. Criteria

- a) Participate in both Selection Events and compete in the Open or Elite category.
- b) Have and maintain a training and competitive schedule.

5. Conflict of Interest

If any Board member or a member of their immediate family has applied for athlete assistance, that Board member is disqualified from the selection and ranking of applications and may not vote on any question in that regard.

6. Progress and Reporting

The High Performance Director will monitor the progress of those athletes who have applied for assistance to ensure that they comply with the conditions of the program.

The High Performance Director will advise the Board of any problems and will ensure that follow-up reports are completed.

7. Changes

The Board reserves the right to cancel any athlete's assistance or request assistance is returned to the association at any time should they:

- a) Have made any false statements on their application;
- b) Not abide by the conditions of the program;
- c) Breach the SK Code of Conduct.

8. Restrictions

All funds received by an athlete under the AAP must be used for competition costs including travel, accommodations, meals, entry fees, and any other expenses that are directly related to the competition.

If an athlete uses funds for ineligible expenditures then they will be required to reimburse the Association for the amount used for ineligible expenditures.

9. Limitations

The Board recognizes that an athlete may miss a Selection Event due to ¹Extraordinary Circumstances. If an athlete misses a Selection Event due to extraordinary circumstances then the Board will determine what amount, if any, of the athlete's assistance will be withheld by the Association and whether they will be disqualified from receiving any further assistance for the remainder of that fiscal year.

It is the athlete's responsibility to provide the Board with all necessary documentation for missing an event due to extraordinary circumstances as per Provincial Teams Policy Section 7.

10. Review and Approval

This policy was approved by the SRA Board and will be reviewed by the Board on an annual basis.

¹ Extraordinary circumstances include, but are not limited to: injury, illness, death in the immediate family and acts of nature. (Excerpt from Provincial Teams Policy Section 7)

11. Summary of Changes

Section	Change	Date	By
	Reviewed and revised	2007	
	Reviewed and revised	2014	
	Reviewed and revised	January 2017	
	Reviewed and revised	February 2017	
All	New format. Document reviewed by Board.	20 June 2017	DF
Section 1 Purpose	Removed the age restriction and clarified the purpose.	20 June 2017	Board
Section 2 Qualifications	<ul style="list-style-type: none"> Removed the age restriction. Replaced “must” with “should” under point d. Reworded point e. 	20 June 2017	Board
Section 3 Procedure	<ul style="list-style-type: none"> It is now the responsibility of the High Performance Director not the Executive Director to post the electronic application forms and inform the clubs, coaches and members. Changed the date of the notification being sent out by October 15th instead of September 15th. Athletes submission deadline changed from October 31st to November 15th Replaced point (d) with (c) which states, funds will be paid out in two installments based on Athlete’s submitted expenses, instead of at the end of the year. Added point (e) which states the program is administered in an atmosphere of gender equity. 	20 June 2017	Board
Section 4 Criteria	<ul style="list-style-type: none"> Removed the requirement to compete at provincial tournaments. Removed the requirement to compete in at least one Selection Event. Added the requirement to participate in both Selection Events in the Open or Elite category. Added the requirement to have and maintain a training and competitive schedule. 	20 June 2017	Board
Section 9 Limitations	<ul style="list-style-type: none"> Replaced references to provincial tournaments with Selection Events. 	20 June 2017	Board

	<ul style="list-style-type: none"> • Removed point (c). • Defined Extraordinary Circumstances in a footnote. 		
Section 10 Review and Approval	Added section.	20 June 2017	Board
Section 11 Summary of Changes	Added section to track changes.	20 June 2017	Board