

For nominations for the 2018/9 Athlete Assistance Program carding cycle

(Financially supported by Sport Canada)

A. INTRODUCTION

The purpose of this document is to outline the qualification and selection procedures (the “Selection Process”) that will be used by Triathlon Canada to select athletes to be nominated for Sport Canada’s Athlete Assistance Program (AAP).

The objective of the AAP is to identify and support Canadian athletes who have demonstrated the potential to achieve a top sixteen (16) result at the Olympic/Paralympic Games and World Championships. Sport Canada evaluates the number of athletes that will be supported for each sport and issues “cards” under the AAP program. The AAP is commonly referred to as the “carding” program hence the term “carded” for AAP supported athletes.

B. POLICY DETAILS

Sport Canada determines the card quotas for eligible NSOs and sport disciplines. Each eligible sport discipline is allotted a certain number of senior cards with a corresponding monetary amount. The annual allocation for Triathlon Canada is currently 4 senior cards for the Paratriathlon program, the equivalent of \$84,720. Sport Canada regularly reviews its allocation of cards; this quota is therefore subject to change.

Demonstrated performance is the primary requirement of the carding process. International results will be used to evaluate performance and determine eligibility under the carding criteria as collaboratively developed and agreed to by Sport Canada and Triathlon Canada.

DEFINITIONS

“Carding Cycle” refers to the period January 1st to December 31st.

“Current Carding Cycle” refers to the period January 1st of the current year and ending December 31st of the current year.

A ‘card’ is a general term for different types of Cards that exist:

- Senior International card (SR1/SR2)
- Senior Domestic card (SR/C1)*
- Senior Injury card (SRI)
- Development card (D)
- Development Injury card (DI)

* Senior cards awarded to athletes who meet the Senior Domestic criteria for the first time are called C1 Cards and are funded at the Development card level.

TRIATHLON CANADA'S AUTHORITY FOR DECISIONS

All matters relating to the nomination of athletes for AAP are the sole authority of Triathlon Canada. Triathlon Canada makes decisions relating to the approval of AAP nominations on the basis of the approved Triathlon Canada AAP Criteria and requirements. If an athlete does not meet the criteria or requirements set out in the Triathlon Canada AAP Criteria, the athlete will not be eligible for nomination by Triathlon Canada.

SECTION 1: CARDING ALLOCATION

- 1.1 AAP support is only available for results obtained in 2018 in events listed on the 2020 Paralympic Games program.
 - Upon confirmation from the ITU and IPC on the 2020 Paralympic Games classes and program, Triathlon Canada will revise this document accordingly.
- 1.2 The annual carding qualification period is defined by the schedule of ITU points scoring events January 1st to December 31st of the current year.
- 1.3 Cards are allocated based on a priority ranking in the following order:
 - i. Athletes who meet the Senior International Carding criteria – SR1;
 - ii. Athletes who meet the Senior International Carding criteria – SR2;
 - iii. Athletes who were carded in 2018 and meet the injury criteria;
 - iv. Athletes who meet the Development Card criteria
 - v. Guides who meet the Development Card criteria
- 1.4 The Triathlon Canada High Performance Director makes final recommendations, upon review with Triathlon Canada's Selection Committee, on nomination to Sport Canada's AAP, based on Triathlon Canada's carding criteria. The High Performance Director is responsible for the implementation of this policy and all nominations must be ratified by the Board of Directors of Triathlon Canada
- 1.5 Sport Canada's AAP approves recommendations in accordance with AAP policies and the published NSO approved, AAP compliant carding criteria.

SECTION 2: MINIMUM QUALIFICATION REQUIREMENTS

- 2.1 AAP support is subject to the athletes' eligibility to represent Canada in the 2020 Paralympic Games; participation in preparatory and annual training programs; and adherence to their Athlete Agreement
- 2.2 Senior carded athletes will normally have a maximum of 5 years, excluding the year(s) in which SR1/SR2 injury cards are awarded, to achieve International Card status (SR1) from the year they were first Senior carded, as a senior aged athlete. An athlete may be nominated for a 6th year or

Triathlon Canada Paratriathlon AAP Nomination Criteria

beyond at the SR level if the athlete meets the SR Card criteria 4.5 Priority # 1, and/or if in the opinion of Triathlon Canada’s High Performance Director based on a stringent review of past performance, future potential, and demonstrated improvement, it is determined that the athlete has the potential to qualify for a Senior International card (SR1/SR2), and/or assist other targeted athletes; in their role as a team athlete, in achieving SR1/SR2 status.

- 2.3 The athlete must be a Canadian citizen or permanent resident of Canada, on the date of the beginning of the carding cycle, and the athlete must have been a legal resident in Canada (student status, refugee status, work visa or permanent resident) for a minimum period of one (1) year before being considered for AAP support. The athlete is expected to have participated in Triathlon Canada-sanctioned programs during the one year time period.
- 2.4 The athlete, under the eligibility requirements of the ITU, as it pertains to citizenship or residency status, must currently be eligible to represent Canada at major international events, including World.
- 2.5 The athlete must have a dedicated daily training/performance environment, a yearly training plan, committed coaching to oversee their individualized program and a high performance commitment to paratriathlon in keeping with the demands of the Athlete Agreement.

SECTION 3: SENIOR INTERNATIONAL CARDING CRITERIA (SR1/SR2)

Athletes who meet the Senior International Carding criteria may be eligible to be nominated by Triathlon Canada for two consecutive years, with the card for the first year referred to as SR1 and the card for the second year referred to as SR2. The second year of carding is contingent on the athlete being re-nominated by Triathlon Canada and a training and competitive program approved by Triathlon Canada and Sport Canada being maintained.

Where any qualifying criterion is based on time, ties shall be broken to the nearest second.

3.1 To be eligible for a senior international card the athlete must meet the following criteria:

Paralympic Years,	
Paralympic Games	Top-3 and Top-Half of their classification category.
Non-Paralympic Years	
ITU Paratriathlon World Championships	Top-3 and Top-Half of their classification category

Prioritization: If there are fewer cards than athletes meeting the Senior International Carding criteria Priority #1, the athlete with the closest % to the winning time in their class at the 2018 ITU Elite Paratriathlon World Championships will be ranked higher.

SECTION 4: SENIOR DOMESTIC CARD CRITERIA (SR/C1)

To be eligible for a senior domestic card the athlete must meet the following criteria:

4.1 Priority #1 - Top 5 ITU Paratriathlon World Championships OR Paralympic Games

Prioritization: If there are fewer cards than athletes meeting the Senior Domestic Carding criteria Priority #1, the athlete with the closest % to the winning time in their class at the 2018 ITU Elite Paratriathlon World Championships will be ranked higher.

4.2 Priority #2 – Top 5 ITU Elite Paratriathlon rankings

Prioritization: If there are fewer cards than athletes meeting the Senior Domestic Carding criteria Priority #2, the athlete with higher ITU Elite Paratriathlon ranking will be ranked higher.

4.3 Priority #3 – SR Injury card

Athletes carded the previous year at SR levels, who meet the Injury carding criteria may be considered for Senior Carding

SECTION 5: DEVELOPMENT CARD CRITERIA (D)

The focus of the Development Card is to assist developing athletes towards achieving international excellence and who demonstrate the potential to achieve first place finishes at ITU Elite Paratriathlon World Championships and the Paralympic Games. Where any qualifying criterion is based on time, ties shall be broken to the nearest second.

To be eligible for a Development Card, an athlete must meet the following criteria:

5.1 Priority 1: 2 x Top 3 and Top ½ @ ITU Elite Paratriathlon Events

Prioritization: If there are fewer cards than athletes meeting the Development Card Priority 1 the athlete with the closest % to the winning time in their respective classification at the 2018 ITU Elite Paratriathlon World Championships or 2020 Paralympic Games will be ranked higher.

5.2 Priority 2: Targeted Talent Transfer Athletes

- Previous Olympic and/or Paralympic Games participation
- HPD and Paratriathlon National Team Head Coach identification upon assessment of benchmark swim/bike/run test performances relative to world class standards.
- Identified and approved by Own The Podium

Prioritization: if there are fewer cards than athletes meeting the Development Card Priority 2, the athlete with the higher ITU Elite Paratriathlon ranking will be prioritized.

5.3 Priority 3: DEV Injury Card

Athletes carded the previous year at D levels, who meet the Injury carding criteria may be considered for Development Carding

5.4 Priority 4: Guides for Visually Impaired athletes that are eligible to compete in the 2020 Paralympic Games classes.

- Guides must commit fulltime to the guiding role via a signed athlete agreement with Triathlon Canada
- Guides must be in compliance with ITU rules and regulations regarding guides
- Be coached by Triathlon Canada's National Paratriathlon Head Coach

Prioritization: if there are fewer cards than athletes meeting the Development Card Priority 4, the guide associated with the athlete with the better ITU Elite Paratriathlon Ranking will be prioritized.

SECTION 6: INJURY CARD CRITERIA (I)

A Senior International or Development Carded athlete who at the end of the carding cycle has not achieved the standard required for the renewal of carding status because of strictly determined health related reasons may be considered for re-nomination for the upcoming year provided the following conditions are met:

- 6.1 The athlete has fulfilled all reasonable training and rehabilitation requirements aimed at an appropriately timed return to full high performance training and competition during the period of his or her injury, illness or pregnancy or is continuing a rehabilitation program approved by the Triathlon Canada HPD;
- 6.2 In the view of the Triathlon Canada HPD the athlete's failure to attain the applicable carding standards is directly related to the injury, illness or pregnancy;
- 6.3 A qualified Sport Medicine physician, approved by Triathlon Canada, provides a written report to the Triathlon Canada HPD indicating: (i) the scope of the injury, (ii) the rehabilitation required, (iii) the normal recovery term, and (iv) the prognosis of a full recovery by the athlete (i.e. the "Physician's Report"). The Physician's Report must indicate to the Triathlon Canada HPD that the athlete will be ready to compete and achieve equal or superior performances to those achieved by the athlete prior to the athlete's injury by no later than five (5) calendar days after the conclusion of the ITU's Paratriathlon competition schedule. Triathlon Canada's HPD will review the Physician's Report and this individual may obtain a peer-reviewed evaluation of the applicant's information and readiness to return to full-time training and competition.
- 6.4 The athlete has demonstrated, and continues to demonstrate his or her long-term commitment to high performance training and competition goals. As well as his or her intention to pursue full high performance training and competition throughout the carding period for which he or she wishes to be renewed despite not having met the carding criteria;
- 6.5 Triathlon Canada must provide to Sport Canada evidence that the above requirements are being met in order to nominate athletes for carding based on the above provisions.

Prioritization: If there are fewer cards than athletes meeting the Injury carding criteria, the athlete with the closest % to the winning time from the previous ITU Elite Paratriathlon World Championships, is ranked higher.

SECTION 7: ATHLETES TRAINING OUTSIDE OF CANADA

The following shall apply to athletes who meet the carding criteria as noted above and who are training abroad:

- 7.1 All athletes training outside of Canada are required to support the National program as outlined in this document.
- 7.2 Athletes living outside Canada are not normally eligible for AAP support. Any exceptions to this requirement must be approved by Sport Canada. An athlete leaving Canada should be fully

aware that an exception will be made only through special submissions by Triathlon Canada to Sport Canada. Athletes living outside Canada for athletic or academic purposes must demonstrate, to the satisfaction of Sport Canada that appropriate training programs are in place and are being monitored by Triathlon Canada. Athletes who have been living full-time outside Canada for more than two successive years will not normally be considered eligible for AAP benefits. However, if these athletes are competing within the Canadian sport system and representing Canada at international competitions as a member of the Triathlon Canada's National Team, carding may be considered on a case-by-case basis.

SECTION 8: ATHLETES RECEIVING ATHLETIC SCHOLARSHIPS FROM FOREIGN POST-SECONDARY EDUCATIONAL INSTITUTIONS

- 8.1 Sport Canada policy states that athletes attending a foreign post-secondary educational institution and who are receiving an athletic scholarship are not eligible to receive AAP support in the months in which they are attending the foreign post-secondary educational institution.
- 8.2 As per Sport Canada policy (2.5.2), Triathlon Canada will nominate athletes who are attending a foreign post-secondary educational institution and are receiving an athletic scholarship for AAP funding provided that they commit to support the National Team Program activities. These athletes will be nominated by Triathlon Canada for AAP support during the months they are not attending the foreign post-secondary institution.
- 8.3 It is the responsibility of the individual athlete to notify Triathlon Canada of the applicable time period for which they will not be attending the foreign post-secondary educational institution. Once notified, Triathlon Canada will request that Triathlon Canada activate the athletes AAP support for that period. AAP support will only be activated if the athlete has submitted all of the required documentation to Triathlon Canada by the prescribed deadline in the fall of 2016.
- 8.4 It is the responsibility of the athletes who is attending a foreign post-secondary educational institution to notify their institution's compliance department to confirm that they are eligible to receive AAP support. It is also the athlete's responsibility to determine any procedures that they must follow to meet the requirements of the institution's compliance department.

SECTION 9: CARDING REQUIREMENTS

- 9.1 All carded athletes must complete and submit all required documentation by the specified deadline in their carding notification letter. Failure to do so will result in Triathlon Canada delaying or rescinding the athlete's nominations to Triathlon Canada for AAP funding. Funding will not be activated until such time that all required documentation is returned to Triathlon Canada.
- 9.2 All carded athletes shall be expected to attend to an appropriate standard of training suitable to progress their competitive standard.
- 9.3 All carded athletes must register in the Triathlon Canada approved athlete monitoring system (TBD). For details please contact the Triathlon Canada High Performance Director.
- 9.4 All carded athletes AND personal coaches of carded athletes will be required to submit a Triathlon Canada approved training plan to Triathlon Canada by January 1, 2018. All Triathlon Canada National/Performance Training Centres are to submit training plans.
- 9.5 All carded athletes will be required to submit a weekly web-based monitoring report to Triathlon Canada for the entire carding period.

- 9.6 All personal coaches of carded athletes will be required to submit quarterly web-based monitoring reports to Triathlon Canada for the entire carding period. All Triathlon Canada Training/Performance Centres coaches are to submit reports.
- 9.7 All athletes AND personal coaches of carded athletes will be expected to submit testing and monitoring data when requested by Triathlon Canada.
- 9.8 All personal coaches of carded athletes will be required to attend Carded Coaches Meetings as determined by the Triathlon Canada High Performance Director.
- 9.9 Any determination of unsuitable training will be made in concert with the athlete's personal coach.
- 9.10 If for any reason other than injury and illness (see Section 6) an athlete is unable to sustain or otherwise maintain a suitable level of training, their carding status will be reviewed. Should the review provide a negative result, a recommendation for withdrawal of carding will be made to Sport Canada.
- 9.11 Triathlon Canada High Performance Director retains decision making authority in recommendations to withdraw carding to Sport Canada.

SECTION 10: APPEAL PROCESS

Appeals of Triathlon Canada AAP nomination/re-nomination decision or of a Triathlon Canada's recommendation to withdraw carding may be pursued only through Triathlon Canada's review process, which includes an application to the Sport Dispute Resolution Centre of Canada (SDRCC). Appeals of AAP Decision made under Section 6 (Application for and Approval of Cards) or Section 11 (Withdrawal of Carding Status) may be pursued through Section 13 of the AAP Policies, Procedures and Guidelines.

APPENDIX 1 – EXEMPTION REQUEST AND PROCEDURES

As a condition of nomination to the AAP, athletes are required to compete in the Canadian Paratriathlon Championships. Exemptions from the Canadian Paratriathlon Championships may only be requested for exceptional circumstances by the Triathlon Canada HPD.

1. Exceptional circumstances for exemption may include but are not limited to: a death in the immediate family, an injury, an academic conflict, or a calendar conflict with another competition. The Triathlon Canada HPD has the sole authority to determine what an exceptional circumstance is and may require written evidence of an exceptional circumstance.
2. Requests for exemption must be made within 48 hours of awareness of the problem/issue.
3. In the case of an injury, the request must be received by the Triathlon Canada HPD within 48 hours of the injury. Full injury diagnoses must be confirmed ASAP.
4. The request must be made in writing to the Triathlon Canada HPD, submitted electronically by email, copied to the personal coach, stating the circumstances with an electronic scan of necessary supporting evidence attached. Injury requests must include a medical certificate that indicates the type of injury, severity and estimated recovery time. Triathlon Canada has the right to seek a second medical opinion.

The Triathlon Canada HPD will accept or reject all requests and deliver the decision in writing within two weeks of receiving the request.