

2025 TRIATHLON CANADA PARA TRIATHLON AAP NOMINATION CRITERIA

For nominations for the 2025 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 five (5) result at the 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 Para Triathlon 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 National Card (SR)
- Senior Health-Related Circumstances Card (SRI)
- Development Card (D)
- Development Health-Related Circumstances Card (DI)

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 2024 in events listed on the 2024 Paralympic Games program.
- 1.2 The annual carding qualification period is defined by the schedule of World Triathlon points scoring events from January 1st to December 31st of the current year.
- 1.3 Cards are allocated based on a priority ranking in the following order:
 - a. Athletes who meet the Senior International Carding criteria – SR1;
 - b. Athletes who meet the Senior International Carding criteria – SR2;
 - c. Athletes who meet the Senior National Carding criteria – SR;
 - d. Athletes who were Senior carded in 2024 and meet the health-related circumstances criteria – SRI;
 - e. Athletes who meet the Development Card criteria – D.
 - f. Athletes who were Development carded in 2024 and meet the health-related circumstances criteria – DI;

Note: Guides are considered as achieving the same criteria as the athlete they guide but prioritize below said athlete (see Section 3). For example, if an athlete achieves an SR1 card, their guide will receive the same level of card (subject to available cards/funding). To be considered for nomination, a guide must be approved by the High-Performance Director as the official guide of the athlete.

- 1.4 The Triathlon Canada High-Performance Director makes final recommendations 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.
- 1.5 Sport Canada is responsible for approving recommendations in accordance with AAP policies and the published Triathlon Canada approved AAP compliant carding criteria.

SECTION 2: MINIMUM QUALIFICATION REQUIREMENTS

- 2.1 AAP support is subject to athletes' availability to represent Canada in major international competitions including World Championships and the Paralympic Games; participation in preparatory and annual training programs; and adherence to their Athlete/Triathlon Canada Agreement.
- 2.2 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 shall have been a legal resident in Canada (student status, refugee status, work visa or permanent resident) for a minimum period of one year before being considered for AAP support. The athlete would normally be expected to have participated in Triathlon Canada-sanctioned programs during that time period.
- 2.3 The athlete, under the eligibility requirements of World Triathlon, **as it pertains to citizenship or residency status**, must currently be eligible to represent Canada at major international events, including World Championships.
- 2.4 The athlete must be classified in their World Triathlon Para Triathlon classification for the entire year of AAP support.

2.5 The athlete must be in a Triathlon Canada approved training environment. Approval must be received from Triathlon Canada’s High-Performance Director prior to February 1st of the nomination year. A Triathlon Canada approved training environment is one that includes or is considered, but is not exclusive to, the following:

- A Triathlon Canada National Performance Centre or associated program (ie. Academy)
- A Triathlon Canada endorsed Provincial High-Performance Program
- Full-time direct coaching (not online) in a consistent manner
- A High-Performance programming and competition focus (not age group or long-distance)
- Alignment with Triathlon Canada’s Podium Pathway

2.6 The athlete must adhere to an approved competition schedule that reflects the strategic direction of Triathlon Canada’s High-Performance Program. Approval must be received from Triathlon Canada’s High-Performance Director prior to February 1st of the nomination year. Adjustments and direction of the competition schedule are under the guidance of the High-Performance Director and are guided by the following principles:

- Appropriate level of racing for the athlete
- Criteria achieved as communicated in Triathlon Canada’s Event Selection Policy
- Proven evidence of ability to maximize World Triathlon Individual Ranking Points
- Race profile (course, Quality of Field, Depth of Field etc.)
- Strategic initiatives (ie. World Triathlon quota acquisition, start list access, etc.) and prioritization of Triathlon Canada’s High-Performance strategies

SECTION 3: VISUALLY IMPAIRED GUIDES

Subject to available cards, Guides will be considered to have met the same criteria as the athlete which they guide; with priority given to the athlete which they guide. To be eligible as a guide, the guide must meet all criteria as defined in Triathlon Canada’s Para Triathlon Guide Policy (Appendix B) and sign the guide agreement within that policy. Additionally, the High-Performance Director will officially endorse and approve only ONE official guide for AAP eligibility.

SECTION 4: 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.

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

Paralympic Year	
2024 Paralympic Games	Top-3 and Top-Half of their classification category.

Prioritization:

- If there are fewer cards than athletes meeting the Senior International criteria, the athlete with the closest % to the winning time in their class at the 2024 Paralympic Games will be ranked higher.

SECTION 5: SENIOR NATIONAL CARD CRITERIA (SR)

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

Senior Priority #1 - Top 5, 2024 World Triathlon Para Series

Athletes that have achieved two (2) Top 5 performances and Top ½ of the field in a 2024 World Triathlon Para Series Event or 2024 World Triathlon Para Championships Final.

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 will be ranked higher.

Senior Priority #2 – Top 5, 2024 World Triathlon Elite Para Triathlon rankings (on December 1st, 2024)

Athletes that are ranked in the Top 5 of the World Triathlon Elite Paratriathlon Rankings of their category on December 1st, 2024.

Prioritization:

- If there are fewer cards than athletes meeting the Senior Domestic Carding criteria Priority #2, the athlete with higher WT Elite Para Triathlon ranking will be ranked higher.

Senior Priority # 3 – SR1/SR2 Health-Related Circumstances Card

Athletes carded the previous year at SR1/2 levels who meet the health-related circumstances carding criteria may be considered for Senior Carding.

Senior Priority # 4 – SR Health-Related Circumstances Card

Athletes carded the previous year at SR levels, who meet the health-related circumstances carding criteria may be considered for Senior Carding.

SECTION 6: 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 podium finishes at World Triathlon Para Championship Finals 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:

Development Priority# 1 - 2 x Top 5 and Top ½ of their classification at a 2024 World Triathlon Para Series, World Triathlon Para Cup, PATCO Continental Championship Event or 2024 Triathlon Canada identified event.

Athletes that achieve two (2) Top 5 performances and top ½ of their field at a World Triathlon Para Series, World Triathlon Para Cup, PATCO Continental Championship Event or Triathlon Canada identified event.

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 of their best performing event will be ranked higher.

Development Priority # 2 - Targeted Talent Transfer Athletes

Athletes that satisfy all of the following criteria:

- Previous Olympic and/or Paralympic Games participation
- High-Performance Director and Para Triathlon 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 World Triathlon Elite Paratriathlon ranking will be prioritized.

Development Priority #3 - Development Health-Related Circumstances Card

Athletes carded the previous year at Development levels who meet the health-related circumstances carding criteria may be considered for Development Carding.

SECTION 7: HEALTH-RELATED CIRCUMSTANCES CARDING CRITERIA

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:

- 7.1 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 High-Performance Director;
- 7.2 In the view of the Triathlon Canada High-Performance Director the athlete's failure to attain the applicable carding standards is directly related to the injury, illness or pregnancy;
- 7.3 A qualified Sport Medicine physician, approved by Triathlon Canada, provides a written report to the Triathlon Canada High-Performance Director 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 (ie. the "Physician's Report"). The Physician's Report must indicate to the Triathlon Canada High-Performance Director 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 World Triathlon's Para Triathlon competition schedule. Triathlon Canada's High-Performance Director 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.
- 7.4 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;
- 7.5 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 health-related circumstances carding criteria, the

athlete with the closest % to the winning time from the previous World Triathlon Para Championship Final, is ranked higher.

SECTION 8: ATHLETES TRAINING OUTSIDE OF CANADA

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

- 8.1 All athletes training outside of Canada are required to support the National program as outlined in this document.
- 8.2 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 Triathlon Canada's National Team, carding may be considered on a case-by-case basis.

SECTION 9: ATHLETES RECEIVING ATHLETIC SCHOLARSHIPS FROM FOREIGN POST-SECONDARY EDUCATIONAL INSTITUTIONS

- 9.1 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.
- 9.2 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.
- 9.3 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 Sport Canada activate the athlete's 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.
- 9.4 It is the responsibility of the athlete 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 10: CARDING REQUIREMENTS

- 10.1 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 Sport Canada for AAP funding. Funding will not be activated until such time that all required documentation is returned to Triathlon Canada.

- 10.2 All carded athletes shall be expected to attend to an appropriate standard of training suitable to progress their competitive standard
- 10.3 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 31st, 2025. All Triathlon Canada National/Performance Training Centers are to submit training plans.
- 10.4 All carded athletes will be required to complete daily monitoring reports through Smartabase or Training Peaks.
- 10.5 All personal coaches of carded athletes will be required to submit updates on athletes upon request from Triathlon Canada.
- 10.6 All athletes AND personal coaches of carded athletes will be expected to submit testing and monitoring data when requested by Triathlon Canada.
- 10.7 If applicable, all personal coaches of carded athletes will be required to attend Carded Coaches Meetings as determined by the Triathlon Canada High-Performance Director.
- 10.8 If for any reason other than injury and illness (see Section 7) 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.
- 10.9 Triathlon Canada High-Performance Director retains decision making authority in recommendations to withdraw carding to Sport Canada.

SECTION 11: WITHDRAWAL OF CARDING

Triathlon Canada retains the right to recommend the withdrawal of AAP support at any time during the AAP funding cycle if an athlete is found to be in violation of the following;

- Triathlon Canada Athlete Agreement
- Triathlon Canada Code of Conduct
- Universal Code of Conduct to Prevent and Address Maltreatment in Sport
- Sport Canada AAP Agreement
- WADA or CCES (Canadian Centre for Ethics in Sport) requirements
- Training or competition commitments
- Any requirements as defined in this document

Failure to meet agreed upon training or competition commitments may include the following:

- A decision by the carded athlete to live in an environment not conducive to high-performance achievement;
- Any deliberate action by the carded athlete that significantly risks or limits performance;
- An inability to meet the training and competition obligations outlined in the carded athlete's annual training/competition plan or the Triathlon Canada Athlete Agreement for the particular carding cycle.

If there is a change in the carded athlete's coaching, competition and training status/environment, it is the athlete's responsibility to request approval from Triathlon Canada's High-Performance Director within 48 hours of the change. Approval of the changes is at the sole discretion of Triathlon Canada.

Should Triathlon Canada wish to recommend withdrawal of carded status for a failure to meet agreed upon training and competition requirements, Triathlon Canada will first:

- Provide an oral warning to the athlete, including steps and timelines to remedy the situation and the consequences of a failure to heed the warning;
- Follow-up with a written warning to the athlete if the oral warning is not heeded.

If the above steps are not successful in resolving the matter, Triathlon Canada will provide written notice to Sport Canada, with a copy to the athlete, recommending the withdrawal of the athlete's carded status.

SECTION 12: APPEAL PROCESS

Appeals of Triathlon Canada AAP nomination/re-nomination decision or of Triathlon Canada's recommendation to withdraw carding may be pursued only through Triathlon Canada's [Appeal Policy](#).

APPENDIX A EXEMPTION REQUEST AND PROCEDURES

If applicable; as a condition of nomination to the AAP athletes are required to compete in the Canadian Para Triathlon Championships. Exemptions from the Canadian Para Triathlon Championships may only be requested for exceptional circumstances by the Triathlon Canada High Performance Director.

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 that is deemed more appropriate by the Triathlon Canada High Performance Director. The Triathlon Canada High Performance Director has the sole authority to determine what an exceptional circumstance is.
2. Request must be made as soon as the problem/issue is known.
3. In an injury case:
 - a) Unless the injury occurs within 2 weeks of the event, the request must be received at Triathlon Canada's office within 2 weeks of occurrence of the injury;
 - b) When the injury occurs within 2 weeks of the event, the request must be received at the Triathlon Canada office prior to commencement of the event;
 - c) When the injury occurs at the event, the injury must be reported to the Triathlon Canada appointed Chief Medical Officer within a week of the end of the event, who will be responsible to report it to Triathlon Canada's office.
4. Except for 3 (c): the request must be made in writing, and signed by the personal coach, stating the circumstances with supporting evidence faxed or mailed to the Triathlon Canada office. 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.
5. The Triathlon Canada High Performance Director will accept or reject all requests and deliver the decision in writing within two weeks of receiving the request.

APPENDIX B**Triathlon Canada Para Triathlon Guide Policy**

Triathlon Canada is conscious of the commitments required by triathlon guides ('guide') for visually impaired athletes and the need to balance their own individual goals. However, there is a need to prioritize the goals and clearly outline the expectations.

This document outlines the expectations and requirements of a guide and is in addition to the Triathlon Canada Athlete Agreement; and the Sport Canada Athlete Assistance Program Agreements if applicable. By signing this document, the signee is committing to the role of guide and accepts all expectations and responsibilities as outlined in this document.

General Expectations

- Clear, consistent and timely communication to targeted athlete and program coach (Coach Carolyn Murray)
- If relevant, communicate to personal coach that Triathlon Canada's programming is prioritized
- Understand that the targeted athlete is the priority in Triathlon Canada's High-Performance Plans
- Pursue a lifestyle that is conducive to the targeted athlete's performance goals
- Refrain from any activities or decisions that may jeopardize the health of the guide or targeted athlete
- During training sessions/camps and competitions, the targeted athlete will need assistance in relative to their visual impairment
- Be on time for all sessions, meetings, etc.
- Attend to any gaps in performance/lifestyle as communicated by the program coach or assigned staff
- All individual races must be approved by the program coach

Training Expectations

- Be prepared both physically and mentally for each training session
- Commit to the training program as designed by the program coach
- Any adjustments (additions or omissions) to the training program must be approved by the program coach
- All safety precautions must be adhered to when training with the targeted athlete (traffic rules, sighting, verbal cues, etc.)
- Recover and refuel appropriately and as directed by the program coach

Racing Expectations

- Adhere to all World Triathlon (WT) rule and regulations
- Commit to the race physically and mentally at the highest level

Expectations of Triathlon Canada (within available resources)

- Training programming from program coach
- Race calendar and YTP
- Race suits and Triathlon Canada training gear
- Support staff through Canadian Sport Institute Pacific
- Support for races, camps and other Triathlon Canada activities
- Clear and timely communication of policies