



National Winter Sports Development Association (NWSDA)

Request for Club Proposals

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

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 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.

Previous selection for club support strongly considered National competitive performances, as determined by results at the annual Canadian Ski Championships. While still relevant, prioritization has shifted to sustaining quality programs and enhancing the competitive sport development at the club level.

The NWSDA’s order of priorities for funding assistance include:

1. Assisting clubs that promote continued and growing competitive opportunities 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. Advancing the education of coaches; this includes, but is not limited to, the NCCP education pathway, education at the National Coaching Institute (NCI) or other recognized career enhancing opportunities.
3. Assisting in the hiring of full-time professional coaches to lead year-round athlete development programs.

2. FUNDING CRITERIA

The allocation of funds in the 2024-2025 season will be based on NWSDA’s priorities in alignment with the following:

- i. The quality of the club’s proposed programming and the organizational structure and support system to deliver the program;
- ii. The plan for career coaching development and education at the club level;
- iii. A demonstrated plan for financial sustainability of the club;
- iv. The quality of the application itself.



EVALUATION SCALE:

A	B	C	D
Plans are detailed and supported with realistic and progressive performance indicators. Initiatives promote sustainability and are directly related to the four guiding priorities described in the overview.	Plans address real development needs and means for achieving these.	Plans provide little or vague evidence of either need and/or potential success.	Proposal lacks details and supporting elements and/or comprises conflicting or unrelated arguments.

3. CLUB ELIGIBILITY

- i. A Nordiq Canada affiliated cross-country ski club with a full-time coach, and/or hiring a new full-time coach, and/or building towards full-time professionalized coaching;
- ii. Commitment to a making the effort towards coach job security. Key points could include minimum two-year job security for coach, and a benefits package including a medical and insurance services plan;
- iii. Investment in ongoing professional development of club coaches and programming.

5. HOW TO APPLY

1. Read through the entire Application form below.
2. Write your application in advance and then transfer your responses into the online application form (link below).
2. E-mail “Annex A: Club Budget” separately to Krista Robinson, Philanthropy Coordinator, at fund@nordiqcanada.ca.

Application deadline: June 10, 2024.

6. NEED HELP?

Clubs are encouraged to contact Nordiq Canada for clarification and assistance in preparing their application. **Please contact: Julie Beaulieu**, Director of Development, at jbeaulieu@nordiqcanada.ca for questions or concerns.

Successful applicants will be notified by email July 8, 2024.



APPLICATION FORM – Now Online here: <https://forms.office.com/r/H2ApxFK6vB>

We recommend writing your application in advance and then transfer your responses into the online form all at once.

Section 1 - Overview

1. Requested amount (up to a maximum of \$20,000):
2. Briefly explain the club's needs, how the funds would be used and the expected impacts. (250 words max)

Section 2 – Club And Coach Information

1. Club Name:
2. Primary Club Contact:
3. Telephone:
4. Email:
5. Mailing Address:
6. Intended Club Coach's Name:
7. Coach's experience: Describe their experience and education:
8. Expected salary range of coach:

Section 3 - Program Description and Operational Plan

Describe how the club will enhance the current programs and target the needs of development athletes aspiring to achieve excellence. In view of sustainable athlete development and coach retention, please provide insight into the following:

1. Planning

- a. For recipients of NWSDA support last year, please describe how further funding will build upon recent accomplishments and advancements. Please indicate how these plans align with the club's strategic or development plans OR,
- b. For first time applications, or for clubs not having received support last year, please describe the identified gaps targeted through NWSDA support.

2. Comprehensive Coaching Plan

Outline the professional development and a career path for the designated club coach grant recipient. This should include:

- a. The coach's job description and work plan;



- b. The coaches' professional development objectives and learning plan (if a previous recipient of the fund, please provide proof of adherence on the previous year's coach professional development plan);
- c. Description of coach salaries, benefits packages and how these align with local costs of living;

Section 4 - Organizational Effectiveness

The club must be able to demonstrate organizational effectiveness and a healthy and vibrant development system based on the LTAD model and indicate how funding will support the expectations for each.

1. People

- a. Club Organizational chart – please describe:
 - i. The board structure.
 - ii. The support and reporting structure, performance evaluation process and subsequent gap mitigating strategies for coaches.
- b. Include a table of programs (Learning to Train through Training to Compete stages of LTAD) with participants and coach numbers for each.

2. Partnerships

- a. Please indicate how your club collaborates with your Provincial, National, and regional structures (i.e.: participation at Provincial/National training camps, Nordiq Canada Coaching Conference, Provincial race circuit, National Championships, etc.)

3. Performance

- a. List the Club's most significant achievements over the past year. Where applicable demonstrate tracking against an established plan.
- b. List athletes who qualified for Provincial Teams, National Teams, and International Competitions.
- c. List coaches who had placements on International Competitions.
- d. Briefly describe how the club monitors athlete and coach development progression.

Section 5 – Club Budget

Submit an estimated budget for the club's 2024-25 program using Annex A here. (link) Please submit this via e-mail to fund@nordiqcanada.ca

Application Closing Date: June 10, 2024



ANNEX A – CLUB BUDGET

Revenue	
Description	Amount
Total annual revenue 2024-25	
Program Registrations (total)	
Skill Development Programs (U12)	
Competition Programs	
Recreation Programs	
Master’s Programs	
Club Membership	
Sponsorship	
Fundraising (total)	
Please list here and below all fundraising efforts (successful or not)	

Expenses	
Description	Amount
Total annual expenses 2024-25	
Staff (total)	
Full-time coaching staff	
Part-time coaching staff	
Full-time administrative staff	
Part-time administrative staff	
Race Support (total)	
Wax	
Travel	
Other	
Equipment (total)	
Skis and associated	
Grooming	
Transport (including trailers)	
Other	
Club	
Infrastructure	
Trail maintenance	
Other	
Other	



If Applicable	
NWSDA Grant Expenditure Summary for Last Year	
(How was your NWSDA grant spent?)	
Description	Amount
Total NWSDA Grant Received 2023-24 Season	
Expenses:	