



Request for Club Proposals: National Winter Sports Development Association (NWSDA)

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

April XX, 2021

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.

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 Nordiq 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

Note that due to Covid related circumstances, the evaluation of applications is restricted with regards to the objective performance criteria applied in the past selections for support. Current year applications will be scrutinized qualitatively (see proposal submission details below)..

The allocation of funds in the 2021-2022 season will be based on NWSDA’s priorities in alignment with the following guidelines:

- I. The quality of the club’s proposed program and the organizational support system to deliver the program;
- II. Funding assistance for career coaching development and education at the club level based on the coach development plans;
- III. Sustainability of program development;

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IV. The quality of the application itself.

3. CLUB ELIGIBILITY AND APPLICATION PROCESS FOR FUNDING ASSISTANCE

a) Club Eligibility

- I. Any nationally affiliated cross-country ski club with a full-time coach or hiring new a full-time coach;
- II. The club must demonstrate a commitment to a minimum amount of job 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;
- III. 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 (as per criteria *a*) above)

b) Club Application Outline

Submit in one PDF document the following information. Your club's application should use the following headings and in the order listed below. (maximum 10 pages; point form acceptable)

a) Cover Letter (5%): A one page letter **stating the amount requested (in bold)** from the NWSDA and a brief overview of the clubs needs and how those funds would be utilized including the anticipated impacts.

b) NWSDA Application Form: Complete APPENDIX A.

c) Organization (10%): 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. Please provide: a Club Organizational chart and table of programs (Learning to Train through Training to Compete stages of LTAD) which will include the number of athletes and coaches in each of the LTAD stages of the club's program.

Please indicate how your particular organization has evolved and adapted structurally within the Covid environment and what this means to the effectiveness of operations;

Please indicate how receiving grant support contributes to future self-sustainability.

d) Program Description and an Operational Plan (30%): Describe how the club will enhance the current program and target the needs of development athletes aspiring to achieve excellence in the sport at the international level;

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The past year (and more) restrictions have placed a great deal of challenge to the status quo of program delivery and development within clubs and divisions to varying degrees across the country. In view of sustainable athlete development, please provide insight into the following:

- I. What measures has the club put in place to maintain development of athletes and the lessons derived from these practices;
- II. what plans has the club designed/established for a return to normal operations post Covid and how can you promote the viability of such;
- III. What are the current greatest development gaps within your development program and how will grant support contribute to addressing these;
- IV. How will these efforts contribute to the success of the national program?

e) Comprehensive Coaching Plan (25%): Outline the professional development and a career path for the designated club coach grant recipient. This should include:

- I. the level of responsibility of the coach;
- II. the designated coaches' education objectives, such as advancing their education at the National Coaching Institute (NCI) and other career enhancing opportunities (if a previous recipient of the fund, please list your ability to follow through on the previous year's coach education plan)

f) Provincial and National Cooperation (15%): Briefly detail how your club cooperates within your Provincial and National structures (i.e.: participation at; training camps, provincial race circuit, AGM, NorAm circuit, committees, etc.)

g) Club Performance Achievements (10%): List Club's most significant achievements over the last three years. i.e.: National's Club Overall ranking; and National's Club Junior ranking; Provincial ranking and/or results; list of athletes who qualified for Provincial teams, National Teams, National Development Teams; World Junior and U23 Championships and athletes graduated to NST senior programs over the last 8 years.

Please also highlight which measures the club has implemented for retaining and recruiting athletes over the past year and what impacts training and competitive restrictions have had.

h) Operational Budget (10%): Submit an estimated budget for the club's 2021-22 program, specifying the club's financial sources, the amount requested from NWSDA and what those funds would be used to support as well as the percentage of funding represented through the grant and how this amount will be progressively assumed by the club.

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QUALITATIVE EVALUATION All criteria will be assessed using the following 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 tenuous evidence of either need and/or potential success.	Proposal either lacks details and supporting elements and/or comprises conflicting or incongruent arguments.

4. PROPOSAL SUBMISSION DETAILS

Submit to: Stephen Novosad, Manager, Coach & Athlete Development, snovosad@nordiqcanada.ca

Closing Date: **May 19th, 2021**

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

Please contact: Stephen Novosad, snovosad@nordiqcanada.ca for questions or concerns.

Notification of selections: estimated to be June 15th, 2021 (to be confirmed by the NWSDA Board)

Electronic submissions required. Please include the information required in Appendix A.

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ANNEX A – CLUB AND COACH INFORMATION

A) Club Information

1. Club Name : _____
2. Primary Club Contact : _____
3. Telephone : _____
4. Email : _____
5. Mailing Address : _____
6. Requested Amount of Support from NWSDA : _____

B) Coach Information

1. Club coach: _____
2. Club assistant coach (if applicable): _____
3. Coach experience: Please attach a short resume including experience and coach education.
4. Expected salary range of coaching staff: _____
5. Top 3 challenges facing the coaching team for the 2020-21 season:
 - a. _____
 - b. _____
 - c. _____

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