



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.

Please note that all information shared within the application process is considered confidential between the club, Nordiq Canada and NWSDA selection committee.

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 in Canada at the club level.

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 includes, but not limited to, the NCCP education pathway, education at the National Coaching Institute (NCI) or other career enhancing opportunities.
3. Supporting Clubs demonstrating a sustainable structure and a pathway to sustainable programming.
4. 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. FUNDING ASSISTANCE DISBURSEMENT FRAMEWORK

Current year applications will be scrutinized qualitatively (see proposal submission details below).

The allocation of funds in the 2022-2023 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 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 programming;
- iv. The quality of the application itself.

3. CLUB ELIGIBILITY

- i. A Nordiq Canada affiliated cross-country ski club with a full-time coach or hiring a new 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. Demonstrate a commitment and investment in continued professional and quality development of all club programming and personnel.

4. APPLICATION PROCESS FOR FUNDING ASSISTANCE

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%)

- i. 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:

- i. Complete APPENDIX A.

C. ORGANIZATION (5%):

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:

- i. 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.
- ii. 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 programs and target the needs of development athletes aspiring to achieve excellence in the sport at the international level.

In view of sustainable athlete development, please provide insight into the following:

- I. For recipients of the 2021-22 NWSDA program, please describe how further funding will build upon recent accomplishments and advancements.
- II. For first time applications, or for clubs not having received support during the 2021-22 fiscal year, please describe the identified gaps targeted through NWSDA support.
- III. For all applicants, describe how will your proposed programming and efforts will feed into and 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 coach's job description and work plan;
- II. The coaches' education objectives and learning plan (if a previous recipient of the fund, please provide proof of the ability to follow through on the previous year's coach education plan);
- III. Description of coach salaries, benefits packages and how these align with local costs of living.

F. PROVINCIAL AND NATIONAL COLLABORATION (15%)

Briefly detail how your club aligns and collaborates within your Provincial and National structures (i.e.: participation at: training camps, provincial race circuit, AGM, Canada Cup, National Championships, committees, etc.).

G. CLUB PERFORMANCE ACHIEVEMENTS (10%)

- I. List the Club's most significant achievements over the past year. i.e.: National's Club Overall ranking; 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, coach placements on international tours, etc.
- II. Please describe how the club monitors athlete progression.



H. OPERATIONAL BUDGET (10%)

Submit an estimated budget for the club's 2022-23 program, specifying the club's financial sources, membership, 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.

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.

5. PROPOSAL SUBMISSION DETAILS

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

Closing Date: **June 30, 2022**

- All applications will be reviewed by a Selection Committee designated by Nordiq Canada
- The Selection Committee will determine a short list of candidates to be sent 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, Tel: (819) 321-9460 for questions or concerns.

Clubs are highly encouraged to contact Nordiq Canada for clarification and assistance in preparing their application.

Notification of selections: **July 15th, 2022**

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



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. _____