



## CARDING NOMINATION CRITERIA & PROCEDURES FOR THE SPORT CANADA ATHLETE ASSISTANCE PROGRAM (AAP)

### PARA-SNOWBOARD 2019-2020 Carding Cycle

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#### I. PURPOSE and GENERAL PRACTICES

- 1) The purpose of this document is to describe the criteria that will be used by Canada Snowboard (CS) to nominate athletes for Sport Canada's Athlete Assistance Program (AAP) for the 2019-20 carding cycle. The 2019-20 carding cycle begins July 1, 2019 and ends June 30, 2020.
- 2) The Carding Criteria are developed as prescribed in Sport Canada's AAP Policies and Procedures, "Section 5.5 - Establishing Carding Criteria". Specifically, the process is:
  - a) Nomination Criteria and Procedures are developed by the High Performance Program technical and coaching staff;
  - b) These are reviewed by the CS Athlete's Council and Executive Director and they independently propose recommendations;
  - c) The same draft document is provided to the CS Board of Directors for their review and comment;
  - d) Sport Canada reviews the criteria to ensure they comply with the AAP Policies; and
  - e) Final version of the criteria is approved by the Executive Director, as the Board delegated "NSO decision making body" for submission to Sport Canada.
- 3) This document is renewed on an annual basis, published and communicated normally 8 to 10 months before the beginning of the carding cycle as recommended by Sport Canada. Approved criteria should be published no later than the beginning of the competition cycle for the upcoming carding period. Any changes to the technical aspects of the criteria or procedures will be based on the latest evidence (data) to date for any given discipline.
- 4) Canada Snowboard in and of itself does not make the final decisions regarding the carding of individual athletes but rather nominates eligible athletes for AAP support (carding) to Sport Canada based on the application of the criteria and procedures outlined in this document, and in compliance with Sport Canada's AAP Policies and Procedures.



- 5) The recommendation of nominees for carding is based on a robust process as outlined in “Section V – Decision Making Process” of these Nomination Criteria and Procedures.

## II. SPORT CANADA ATHLETE ASSISTANCE PROGRAM (AAP) OVERVIEW

- 6) The Athlete Assistance Program (AAP) is a sport-funding program that contributes to the pursuit of excellence. AAP support seeks to relieve some of the financial pressures associated with preparing for and participating in international sport and assists high-performance Canadian athletes to combine their sport and academic or working careers while training intensively in pursuit of world-class performances. The AAP is commonly referred to as “Athlete Carding”.
- 7) Sport Canada’s general policies and procedures governing AAP can be referenced online at [http://canada.pch.gc.ca/DAMAssetPub/DAM-PCH2-financement-funding/STAGING/texte-text/athlete\\_assistance\\_program\\_2015\\_1449583292452\\_eng.pdf?WT.contentAuthority=13.0](http://canada.pch.gc.ca/DAMAssetPub/DAM-PCH2-financement-funding/STAGING/texte-text/athlete_assistance_program_2015_1449583292452_eng.pdf?WT.contentAuthority=13.0)
- 8) Athletes approved by Sport Canada for the AAP may be eligible for a living and training allowance, tuition support, deferred tuition support, and supplementary support. Athletes funded by AAP receive a monthly financial stipend for up to 12 months as follows:

Card Type	Monthly Stipend
Senior International Card (SR1/SR2)	\$1,765
Senior National Card (SR)	\$1,765
Senior Probationary Card (C1)*	\$1,060
Development Card (D)	\$1,060

**NOTE:** C1 carded athletes are funded at the Development Card level in the first year if they meet the national criteria for a Senior Card, even if they have previously been carded at the Development (D) level. If, however, the athlete has been previously carded at the SR1 or SR2 level, has been named to the national senior team, and has competed in World Championships before meeting the national criteria for the Senior Card for the first time, then the athlete will be funded at the Senior Card (SR) level rather than at the Development Card level.

## III. ELIGIBILITY REQUIREMENTS

- 9) In order to be **eligible for nomination** by Canada Snowboard to participate in the AAP, that is, to be nominated as a carded athlete, an athlete **must:**
- a) Be named as a team member of the 2019-20 High Performance Program (HPP), which is defined as the National Team or NextGen Program. The HPP selection criteria for all disciplines can be found in the ‘Document Centre’ of the Canada Snowboard Website:  
<https://www.canadasnowboard.ca/en/docs/>;



- b) Be a Canadian citizen or Permanent Resident of Canada and have been a legal resident in Canada (student status, refugee status, work visa or permanent resident) for a minimum period of one year before the beginning of the carding cycle. The athlete would normally be expected to have participated in Canada Snowboard sanctioned programs during that time period;
- c) Compete in snowboard events on the 2022 Paralympic program (Snowboardcross and Banked Slalom);
- d) Achieve competition results as detailed in section, "VII. Carding Criteria" between July 1, 2018 and June 30, 2019. It is important to note that International Senior Cards SR2, are allocated based on the results from the 2018 Paralympic Winter Games (PWG);
- e) The athlete, under the Snowboard eligibility requirements of the International Paralympic Committee (IPC), must currently be eligible to represent Canada at major international competitions, including World Championships at the beginning of the carding cycle for which the athlete is being nominated; and
- f) Be in good standing with Canada Snowboard. For example, all outstanding fees and invoices have been paid.

**NOTE:** Canada Snowboard recommends that all athletes with an annual income after sport expenses of \$50,000 or more, decline AAP financial support. Funds declined in this way are reallocated to other athletes in the same sport whose income is below the voluntary income guideline.

#### IV. PRIORITIZATION OF NOMINATIONS

The quota for Canada Snowboard is the equivalent of 4 senior cards (\$84,720). Sport Canada normally reviews its carding allocations for all sports after each Paralympic/Olympic Games; therefore this number is subject to change.

- g) There will be up to three (3) Senior Cards (SR1, SR2, SR, C1 and SRinj) allocated to eligible athletes based on priority order of the discipline for a total of 3 Senior Cards (up to \$63,540).
  - h) There will be one (1) Development Card (D) allocated to the first ranked eligible athlete for a total of one (1) Development Card (up to \$12,720).
  - i) Any unused carding from the above in addition to the \$8,460 that remains will be allocated to the next eligible athlete in the carding priority order of Senior International (SR1/SR2), Senior National (SR/C1), then Development (D) until there is no longer eligible athletes or no longer any available funding to allocate.
- 10) Eligible athletes will be nominated for AAP until there is no remaining quota or no remaining athletes meeting the criteria set out in section VII. Athletes will be nominated in the following order of nominations:

Athletes that meet:

- o The International Senior Carding Criteria (SR1/SR2)\*;



- The National Senior Carding Criteria (SR, C1) including Injury Cards (SRinj)\*; then
  - The Development Carding criteria (D)\*.
- \*as defined in section VII. Carding Criteria

In order to be nominated, there must be a minimum of 4 months of carding support available.

## V. DECISION-MAKING PROCESS

11) The Selection Committee will consist of the Sport & High Performance Director (HPD), High Performance Managers (HPM) and Para High Performance Sr Coordinator (HPC) in consultation with the Para National Team Coach(es) or appointed technical coach. The Selection Committee will evaluate all eligible athletes based on Canada Snowboard's published criteria and then recommend a prioritized list of athletes to be nominated for carding support. The prioritized list is submitted to Canada Snowboard's Executive Director for approval based on the recommendations of the HPP Selection Committee.

12) This prioritized list will be posted on the Canada Snowboard website and sent to all members of Canada Snowboard (athletes and coaches) via Canada Snowboard Newsletter (email) of the provisional nominations. Athletes will have a period of seven (7) days following the notification to appeal their provisional status of not being nominated or their ineligibility for carding. Any appeal launched by an athlete will be expedited in accordance with the 'Canada Snowboard Appeal Policy' at: <http://www.canadasnowboard.ca/files/AppealsProtocol.pdf>

\*It is important to note that the email used for your CS membership account will be the one used for the newsletter unless you have opted out of receiving notifications. To sign up an email there is a newsletter sign up box at the bottom of our webpage.

13) Sport Canada reviews all nominations put forward by Canada Snowboard and has the final approval of the nominations in accordance with the Athlete Assistance Program (AAP) policies and Canada Snowboard approved carding criteria.

## VI. APPLICATION PROCESS

- 14) Athletes whose nominations are approved by Sport Canada **must** do the following to receive their carding support:
- a) Complete an AAP Application Form;
  - b) Sign the Canada Snowboard athlete agreement; and
  - c) Complete the CCES online anti-doping courses for the year in question.



## VII. CARDING CRITERIA

### 15) International Senior Card (SR1/SR2):

- a) **Only** athletes named to the Canada Snowboard 2019-20 High Performance Program may be eligible for an International Senior Card (SR1/SR2).
- b) Athletes who meet the criteria are eligible to be nominated for carding for two consecutive years (SR1=1<sup>st</sup> year, SR2=2<sup>nd</sup> year).
- c) The second year of International Senior Carding (SR2) is contingent on the athlete remaining in the Canada Snowboard High Performance Program, being re-nominated by Canada Snowboard and maintaining a training and competitive program approved by both Canada Snowboard and Sport Canada. The athlete must also:
  - o Complete an AAP Application Form;
  - o Sign the Canada Snowboard athlete agreement; and
  - o Complete the CCES online anti-doping courses for the year in question.
- d) Sport Canada sets the criteria for International Senior Cards:

### INTERNATIONAL SENIOR CARDS (SR1/SR2) PARA

International Senior Cards (SR1, SR2) are awarded to athletes named to the 2019-20 High Performance Program, and who achieve the following priority:

**Priority 1:** An eligible athlete qualifies for an SR1 Card if they placed in the top eight (8) and top half (1/2) of the field at the 2019 WPSB World Championships (WCH). Results are based on a maximum of three athletes per nation.

**Priority 2:** An eligible athlete qualifies for an SR2 Card if they placed in the top eight (8) and top half (1/2) of the field at the 2018 Paralympic Winter Games (PWG) and were carded at the SR1 level for the 2018-19 carding cycle.

- Eligible athletes for SR1 senior international cards will be ranked based on their results at the WCHs. Eligible athletes for SR2 senior international cards will be ranked based on the nomination order for the 2018/19 carding cycle. Ties for SR1 will be broken by field placing at the WPSB World Championships (result / field size x 100). If there is a further tie it will be broken by the most recent WPSB world ranking list that breaks the tie.

### 16) National Senior Card (SR/C1) Criteria:

- a) **Only** athletes named to the Canada Snowboard 2019-20 High Performance Program may be eligible for a Senior Card (SR).



- b) SR/C1 cards support athletes with the potential to reach International Senior Card status. Senior Cards are awarded to members of the High Performance Program on the basis of WPSB World Cup Event results.
- c) For the first year an athlete meets the Senior National Criteria he or she will receive a C1 Senior Card, which is funded at the Development card level. If, however, the athlete has been previously carded at the SR1 or SR2 level, has been named to the national senior team, has competed in the Paralympic Winter Games before meeting the national criteria for the Senior Card for the first time, the athlete will be funded at the Senior Card (SR) level rather than at the Development Card level.
- d) An athlete is expected to progress in their results in order to maintain Senior card (SR) status. Normally five (5) years is the maximum that an athlete will be carded at the senior (SR & C1) level based on national criteria (SR1/SR2/SRinj will not count towards the 5 years). After such time, HPP Selection Committee will conduct a comprehensive review of the athlete's performance over the past five years in order to demonstrate progress towards meeting the International Senior carding criteria and justify the nomination for an additional year. To do so the committee will analysis a variety of elements including but not limited to: the Athlete results and skill progression compared to the top 8 performers in the discipline, the HPP Selection Gold Medal Profile and Podium Pathway data.
- e) Athletes that have reached this maximum number of years as per point d) above will be informed by Canada Snowboard the minimum standards they must meet to be eligible for an additional year of AAP support.

NATIONAL SENIOR CARDS (SR/C1) PARA
<p><b>Priority 1:</b> Athletes placing on the podium and top half of the field in an WPSB World Cup during the 2018-19 season.</p> <p><b>Priority 2:</b> Athletes who meet the "Health Related Curtailment of Activities" criteria (as described in section 20) point a) and were carded the previous year at the Senior level (SR2/SR/C1). Prioritization will be based on the athletes ranking for nomination the previous year.</p> <p>Prioritization:</p> <ol style="list-style-type: none"><li>1. If there are fewer cards than athletes meeting the Senior National criteria, the athletes with the highest placing at a 2018-19 WPSB World Cup, will be ranked higher.</li><li>2. Ties shall be broken using the athletes' best percentage of field placing calculated as follows: Athletes placing divided by the total number of athletes multiplied by 100 in their best WC competition during the 2018-19 season.</li></ol>

#### 17) Development Card (D):



- a) Only athletes named to the 2019-20 Canada Snowboard High Performance Program may be eligible for a Development Card (D)
- b) 'D' cards are intended to support the developing athletes who clearly demonstrate the potential to achieve the Senior International criteria but are not yet able to meet the Senior criteria.
- c) 'D' cards are awarded on the basis of WPSB World Cup results.
- d) Athletes will be nominated based on the following priorities and as per the nomination process outlined in section VI.
- e) Development Card Restrictions:
  - 1. Athletes previously carded at a Senior level (SR1, SR2, SR, SRInj, C1) for two (2) or more years are not eligible for nominations under the Development card criteria, unless they were at the FIS Junior age category or in another discipline/sport when they achieved these levels.

**DEVELOPMENT CARDS (D)  
PARA**

Athletes placing in the top eight (8) and top half (1/2) of the field in a WPSB World Cup during the 2018-19 season.

**Prioritization:**

- 1. If there are fewer cards than athletes meeting the Development criteria, the athletes with the highest placing at a 2018-19 WPSB World Cup, will be ranked higher.
- 2. Ties shall be broken using the athletes' best percentage of field placing calculated as follows: Athletes placing divided by the total number of athletes multiplied by 100 in their best WC competition during the 2018-19 season.

If a tie remains it shall be broken on the basis of the athletes' percentage of the field placing at their next best WPSB World Cup competition during the 2018-19 season until the tie is broken.

**18) Athletes Qualifying for Cards in Multiple Disciplines or Both Development And Senior Cards:**

- a) An athlete who is eligible for both a Senior Card (SR) and a Development Card (D) must be nominated for a SR Card and cannot be nominated for a D Card unless no SR Cards remain available.
- b) An athlete can only be nominated for a single card even if they meet criteria for multiple disciplines.

**19) Health Related Curtailment of Activities Card Criteria (SRInj):**

- a) A carded athlete who, for health related reasons documented by a Canada Snowboard approved physician, is unable to participate in training or competitive activities shall continue to be carded for the balance of the cycle, provided the following conditions are met:



1. The athlete does not withdraw from the High Performance Program during that period and provides written confirmation of his or her intention to return to full participation in the HPP at the earliest possible date.
  2. Written evaluation is provided by both the Canada Snowboard coaching staff and a Canada Snowboard approved physician, indicating that the athlete can be expected to return to full participation within the next twelve months.
  3. The athlete undertakes in writing to train and/or rehabilitate under the supervision of Canada Snowboard or its designate at a level that minimizes risk to the athlete's personal health and ensures an optimal return to full training and competition at the earliest possible date. Failure to follow such a program without due cause shall be grounds for the immediate termination of the athlete's carding.
- b) A carded athlete, who at the end of the carding cycle has not achieved the standard required for the renewal of their carding status after missing at least 15% of events that they would have normally been invited (and planned) to attend strictly due to a health related issue (pregnancy/illness/injury) and the issue has been clearly documented by a Canada Snowboard approved physician (or Physio Lead), may be considered for re-nomination for carding at the same level (C1 carded athletes may be recommended for SR) based on the priority of nominations set in the carding criteria (Point #16) and provided that sufficient cards remain available at that level, under the following conditions:
1. The athlete has not started in eight (8) or more events throughout the 2018-19 carding cycle.
    - a. Events that include two back to back starts for the same discipline would count as a single event regardless of competition starts at each location. For example: a 2-start SBX World Cup at a single location would only count as a single event in this case.
  2. The athlete has fulfilled all reasonable Canada Snowboard supervised training and rehabilitation requirements;
  3. A written evaluation to be provided by a Canada Snowboard designated physician (or Para-Medical Lead) indicating that the athlete can be expected to return to full participation during the extended carding period;
  4. A written evaluation to be provided by the Canada Snowboard coaching staff indicating that the athlete can be expected to achieve at least the minimum standards required for future carding during the extended carding period; and
  5. The athlete has demonstrated his or her long-term commitment to the HPP and has stated his or her intention to pursue full high performance training and competition during the extended carding period.





- c) A carded athlete who misses, for health related reasons documented by a Canada Snowboard approved physician, two consecutive seasons of training/competition due to the same health issue (pregnancy/illness/injury), will no longer be eligible for re-nomination for an "injury card".

#### VIII. WITHDRAW TEMPORARILY OR PERMANENTLY

- 20) If an athlete wishes, for other than health related reasons, to withdraw temporarily or permanently from regular athlete training and competition activities, the normal rules for withdrawal from the Athlete Assistance Program shall apply. The athlete will no longer be eligible for monthly training and living support, but may be eligible, if qualified, for Deferred Tuition or Supplementary support.

#### IX. APPEALS

- 21) Appeals of the Snowboard Canada AAP nomination/re-nomination decision or of Snowboard Canada's recommendation to withdraw carding may be pursued only through Snowboard 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](#)).
- 22) Any member in good standing of Canada Snowboard who is materially affected may appeal a decision of Canada Snowboard with respect to a nomination/re-nomination/withdraw of an athlete to the Athlete Assistance Program. Appeals must be conducted in accordance with the Canada Snowboard Appeals Protocol, which is available on the Canada Snowboard website [www.canadasnowboard.ca](http://www.canadasnowboard.ca)
- 23) In the event of an appeal, the affected athletes will have their carding support placed on hold until the appeal is finalized.