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**TO:** All High Performance Athletes  
Club Contacts

**FROM:** B.C. Water Polo Association

**DATE:** October 16, 2008

**RE:** Athlete Assistance Program

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The Board of Directors of the British Columbia Water Polo Association are requesting that all high performance athletes fill in the Athlete Assistance Application Form and all BCWP forms and sign the Athlete Agreement on page 12 (do not fill in the Athlete Selection Criteria Form). Please submit them to the BC Water Polo office by December 19, 2008.

The Selection Committee for the BC Athlete Assistance Program will be meeting to decide on those athletes who are eligible through BC Water Polo for the BC Athlete Assistance Grants. Only those athletes who submit a complete information form will be considered for support. Due to the selection procedure and limited funds not all athletes can be supported through this program.

The office will notify those athletes who are selected.

Included: Evaluation Criteria  
Calendar for Athlete Assistance  
Selection Committee names  
Selection Criteria and Procedure  
Appeal Process



## **BC ATHLETE ASSISTANCE PROGRAM (BC AAP)**

### **2008/2009 SELECTION CRITERIA**

#### **BC ATHLETE ASSISTANCE PROGRAM**

The **BC Athlete Assistance Program** (BC AAP) is an athlete-centred program of financial assistance funded by the Province of British Columbia and administered by the Sport and Recreation Branch of the Ministry of Healthy Living and Sport. The program seeks to recognize high performance athletes who are participating in programs offered through a provincial sport organization (i.e. BC Water Polo) and competing in recognized national and international competitions to relieve some of the pressures associated with training and competition needs.

#### **Program Objectives**

- to focus support to athletes in the “training to compete” and “training to win” stages as identified in Water Polo Canada’s Long Term Athlete Development (LTAD) Guide.
- to contribute to improved performances of Team BC athletes at the Canada Games; and
- to help increase the number of BC athletes reaching federal carding status thus expanding BC representation on national teams and at eligible major international multi-sport Games.

#### **Athlete Eligibility**

Athletes must meet the following minimum standards:

#### **Training and Competition:**

Athletes must be involved in programs and competitions that are within the LTAD stages of “Training to Compete and/or Training to Win” as defined by Water Polo Canada.

Athletes who meet the eligible stages of the LTAD model must be involved in a year round training and competition plan, competing in an appropriate number of national and/or international competitions and regularly working with a Level 3 NCCP Coach.

**Federally Carded Athletes:** Athletes who receive S1/S2 funding through Sport Canada’s Athlete Assistance Program are not eligible to receive BC AAP funding. Athletes below the S1/S2 Sport Canada Athlete Assistance Program funding level may be considered to receive BC AAP funding if the athlete is available to represent the province in competition unless made unavailable due to national program commitments.

This section briefly describes the factors the selection committee will use to select the candidate and the amount of the award.

The Athlete Assistance funds are made up of grants from the BC Government and BCWPA. As the major portion of the money is from the Government we are obliged to follow their guidelines for selecting candidates. Athletes must fit in one of these categories and average a minimum of 10 hours training a week:

1. National Senior Team Member
2. National Development Team
3. National Junior Team
4. Provincial Senior Team
5. Elite Club Athlete competing in a National Championship

To be eligible for an award an athlete must be a resident of BC for at least one year prior to his/her date of nomination. The only exceptions to this are athletes attending university or college in another Province and can demonstrate that they cannot obtain the same education in BC or are attending a National Training Centre Pool.

**In addition, the Government and BCWPA requires that athletes whom receive funds must be available for Provincial team selection and if selected commit to train and represent the Province and the sport in the applicable competition.**

As a Provincial athlete receiving assistance BCWPA expects you to contribute to the development and administration of the sport. This involves assisting as a volunteer when requested by the Provincial coach or a BCWPA Board Member. Your contribution in this area will be a factor in the size of the reward you receive if you are selected.

Other factors the committee will consider in establishing the amount of the award will be the number of National Championships, International Tournaments and National Training Camps attended throughout the previous year.

### CALENDAR FOR ATHLETE ASSISTANCE

- December 19, 2008 All athlete assistance forms due to BCPWA office.
- January 19, 2009 List of nominated athletes will be publicized.
- January 23, 2009 Athlete appeals submitted to BCWPA office
- February 13, 2009 BCWPA reply to athletes, based on appeal outcome.
- March 13, 2009 Final approved list released.

### SELECTION COMMITTEE NAMES 2008/09

Director of High Performance Athletes	Jane Vanjoff
Director of Development Programs-LMWPL	Karen Schaeffer
Director of Development Programs-Regions	Rob Barton
Director of Coaches	Ian Mitchell

*(BCWPA Board may appoint additional members to fill the vacant positions)*

# ATHLETE ASSISTANCE APPLICATION FORM

NAME: \_\_\_\_\_

1. Where you a resident of BC during the past year? Yes/No
2. If you answered "No" then did you attend a National Training Centre or University in another Province? Yes/No

University/College or Training Centre Location: \_\_\_\_\_

3. Indicate the National Tournaments attended in 2008.

Cadets \_\_\_\_\_  
Juvenile \_\_\_\_\_  
Junior \_\_\_\_\_  
Senior \_\_\_\_\_

2. Indicate which High Performance training camps or National team trips you participated in, and where they were in the 2007- 2008 season.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

3. Indicate the average number of hours "in water" practice time you participated in on a regular basis each week from September 01/07 to August 31/08: \_\_\_\_\_Hours
4. Are you currently attending an educational institute full time? Yes /No
5. Are you currently employed full time? Yes /No
6. Were you involved in coaching/officiating role with Water Polo? Please indicate the organization you are involved in.

Coaching  
BCSSA \_\_\_\_\_  
Lower Mainland League \_\_\_\_\_  
Other Level \_\_\_\_\_

Officiating (indicate tournaments)  
Lower Mainland League \_\_\_\_\_  
Other Tournaments \_\_\_\_\_

6. I have contributed in the 2007-2008 season by participating in the following BCWP events:

	<u>Hours</u>
1. Talks at school	_____
2. Work as a helper or minor official at BCWP meets:	_____
3. Work as a helper or minor official at National Tournaments	_____
4. Write one article for the newsletter per year	_____
5. Assist with projects at BCWP office	_____
6. Assist with fund raising	_____
7. Other	_____
Describe: _____	

**COMMITMENT OF BCWPA AND PROGRAMS**

If selected to receive funding through the BC Athlete Assistance, athletes must be prepared to accept the following conditions from BCWPA:

- a) I am committed to train and represent only the Province of BC and BC Water Polo (if selected) in all applicable competitions for the 2008-2009 season.
- b) I will contribute in a minimum of two activities from the following:
  - 1. Talks at schools
  - 2. Work as a helper or minor official at BCWPA or Water Polo Canada sanctioned meets.
  - 3. Write one article for the newsletter per year.
  - 4. Assist with projects at BCWPS office.
  - 5. Assist with fund raising.
- c) Athlete must sign Athlete Agreement.

# ATHLETE SELECTION CRITERIA

(to be completed by coaches)

**Athletes Name:** \_\_\_\_\_

**Age:** \_\_\_\_\_

## A. COMMITMENT CRITERIA

1. Attendance at National Tournaments and High Performance Training Camps.

a) Number of Nationals Attended - Senior, Junior, Juvenile, Cadet \_\_\_\_\_

b) Number of trips out of province for National tournaments and high performance training camps. \_\_\_\_\_

2. Attendance at regular pool workouts during the September - May competitive season.

Regularly attend \_\_\_\_\_ hours per week.

## B. TALENT ASSESSMENT CRITERIA

The talent assessment is based on the Provincial Coach or Club Head Coache's evaluation of the athlete in three components of performance. Each athlete is given point rankings from 0 - 8 in each area.

1. Physical - the physical component is an assessment of the athlete's size, strength, speed, power, endurance, overall level of fitness, and physical potential to play at the National and International level.

2. Technical - the technical component is an assessment of the athlete's ability to perform the basic skills necessary for quality performance.

passing and shooting techniques \_\_\_\_\_

lateral movement in the water \_\_\_\_\_

horizontal movement in the water \_\_\_\_\_

individual offensive skill \_\_\_\_\_

individual defensive skill \_\_\_\_\_

positional play \_\_\_\_\_

technical potential to play at the \_\_\_\_\_

National and International level \_\_\_\_\_

3. Tactical - the tactical component is an assessment of the athlete's ability to comprehend and perform advance tactics in waterpolo. It includes:

the ability to carry out offensive strategies \_\_\_\_\_

the ability to carry out defensive strategies \_\_\_\_\_

power play offence and defensive strategies \_\_\_\_\_

execution of the transition game \_\_\_\_\_  
demonstrates creativity, discipline, and  
composure in all game situations \_\_\_\_\_  
tactical potential to play at the National  
and International level. \_\_\_\_\_

4. Athlete's ranking as a player in his/her peer group ie: Juvenile, Junior or Senior (as decided by a committee of BC Senior Coaches)

Age Group \_\_\_\_\_ Ranking \_\_\_\_\_

Age Group \_\_\_\_\_ Ranking \_\_\_\_\_

Age Group \_\_\_\_\_ Ranking \_\_\_\_\_

**POINTS AWARDED AS PER SELECTION CRITERIA**

1. PERFORMANCE

Attendance of National Tournaments and High Performance Training Camps. (September 1, 2007 - August 31, 2008)

- a) Number of National Championships attended as an athlete. (Cadet, Juvenile, Junior, Senior) 2 points each \_\_\_\_\_
- b) Number of National Team Training Camps attended as an athlete - 2 points each \_\_\_\_\_
- c) Number of Out-of-Province Tournaments attended as an athlete - 1 point each \_\_\_\_\_ (maximum 4 points)

2. CLASSIFICATION

- a) Member of National or Provincial Team (select only one)
  - Senior National Team - 8 points
  - Junior National Team - 8 points
  - National Development Team 8 points
  - Provincial Age Group Team- 2 points \_\_\_\_\_

3. Commitment or Contribution to BCWP Events

- a) Commitment to Sport Development
  - Refereeing min. 10 hours per year - 1 point \_\_\_\_\_
  - Coaching (LML, BCSSA, Juvenile Junior, Senior) - 2 points \_\_\_\_\_

**Section II - To be completed by the High Performance Centre Coach.**

1. Commitment

- a) Attendance at regular pool workouts September 1, 2007 - May 31, 2008  
(competitive season - weekly average)

6 or more hours per week - 2 points  
8 or more hours per week - 4 points  
10 or more hours per week - 10 points \_\_\_\_\_

2. Performance

- a) Athlete's ranking as a player as determined by BCWPA performance charts in his/her peer group Juvenile, Junior, Senior, (Cadets ranked as Juveniles)

Ranked 1 - 7 - 10 points  
Ranked 8 - 14 - 7 points  
Ranked 15 - 21 - 3 points

\*Athletes ranked in top 7 in two categories - 1 point \_\_\_\_\_

3. Talent Assessment

The Talent assessment is based on the High Performance Coach's evaluation of the athlete in three components of performance. Each athlete is given a point ranking from 0-8 points in each category.

- a) Physical - the physical component is an assessment of the athlete's size, strength, speed, power, endurance, overall level of fitness, and physical potential to play at the National and International level. \_\_\_\_\_
- b) Technical - the technical component is an assessment of the athlete's ability to perform the basic skills necessary for quality performance. Passing and shooting technique, lateral and horizontal movement in the water individual offence and defence skill, positional play, and technical potential to play at the National and International level. \_\_\_\_\_
- c) Tactical - the tactical component is an assessment of the athlete's ability to comprehend and perform advanced tactics in Water Polo. It includes the ability to carry out offensive and defensive strategies, power play offence and defence tactics, execution of the transition game, and demonstrate creativity, discipline and composure in all game situations. The assessment also includes an assessment of the athlete's potential to play at the National and International level \_\_\_\_\_

TOTAL POINTS SELECTION CRITERIA \_\_\_\_\_

**BC WATERPOLO ASSOCIATION**

**ATHLETE AGREEMENT BETWEEN:**

**THE BC WATER POLO ASSOCIATION**

having its office at  
227 – 3820 Cessna Drive  
Richmond, BC, V7B 0A2

**Hereinafter referred to as “BCWPA”**

**AND**

**residing at**

**Hereinafter referred to as “Athlete”**

**WHEREAS** the Athlete wishes to be an active competitor in BCWPA sanctioned events with his/her rights and obligations clearly defined;

**WHEREAS** BCWPA recognizes the need to clarify the relationship between BCWPS and the Athlete by establishing their respective rights and obligations;

**NOW THEREFORE** the parties agree to the following:

**1. BCWPA OBLIGATIONS**

The BCWPA shall:

- a) organize, select and operate teams of athletes, coaches and other necessary support staff to represent BC in the sport of water polo throughout Canada;
- b) select members for all Provincial Teams in a manner which conforms to the generally accepted principles of natural justice and procedural fairness;
- c) publish procedure for selection of Athletes to the AAP prior to the commencement of the AAP eligibility cycle (September 1 - August 31);
- d) nominate all eligible Athletes for the AAP and thereafter ensure Athletes receive all the benefits to which they are entitled under the AAP;
- e) allow Athletes to be elected members of the Board of Directors;
- f) organize and host tournaments;
- g) provide general membership and Canadian Athlete insurance program coverage to the athlete for domestic training, training camps and competitions.

## **2. ATHLETE'S OBLIGATIONS**

- a) to follow the annual training and competitive program mutually agreed upon by the Coach and the Athlete, recognizing the responsibilities of the Coach in coaching-related decisions;
- b) to provide the Coach with the contact numbers for the Athlete's strength training, swimming coaches so the Coach is able to monitor the Athlete's training program;
- c) to participate in all monitoring and testing programs and to satisfy the objectives of all tests established for the team;
- d) to notify the Coach verbally or in writing of any injury or other legitimate reason which will prevent the Athlete from participating in an upcoming event;
- e) to provide the required fees;
- f) to avoid any action or conduct which could reasonable be expected to significantly disrupt or interfere with a competition or the preparation of any Athlete for a competition;
- g) to avoid the use of banned substances which are in contravention of the rules of F.I.N.A. and Sport Canada policy of Drug Use in Sport, and submit at competitions and other reasonable times to doping control upon request by BCWPA or Water Polo Canada.
- h) to avoid the possession of anabolic drugs, and neither supply such drugs directly or indirectly to others, nor encourage their use;
- i) to make reasonable ongoing efforts to further personal development whether this be work related or educational.

## **3. WAIVER OF LIABILITY**

It is understood and agreed that BCWPA shall not be liable for injury or loss occasioned to the Athlete howsoever caused, whether such loss or injury is occasioned to the Athlete while travelling or staying with the team or engaged in team training or competition, nor shall BCWPA be responsible for any damages or losses caused by the Athlete during the aforesaid times and the Athlete agrees to indemnity and hold harmless BCWPA from any claims or demands in respect of such loss or damage.

## **4. DEFAULT OF AGREEMENT**

Where one of the parties hereto is of the opinion that the other party has failed to conform to its obligations under this Agreement, it shall forthwith:

- a) notify that party, in writing, of the alleged default,
- b) indicate in such notice the steps to be taken to remedy the situation and a reasonable period of time within such steps shall be taken,

- c) in the case of the Athlete, such notice may be directed to the Director of High Performance Athletes who might act on behalf of the Athlete to remedy the situation.

Where the party initiating the notice, as referred to in paragraph 5(a) is of the opinion that the other party has not remedied the situation, a grievance may be filed to the BCWPA Board of Directors.

**5. DURATION OF AGREEMENT**

This Agreement comes into force on the \_\_\_\_\_ day of \_\_\_\_\_, 2008 and terminates on the 31<sup>st</sup> day of August, 2009.

**AGREEMENT** made this \_\_\_\_\_ day of \_\_\_\_\_ 2008.

\_\_\_\_\_  
(Witness)

\_\_\_\_\_  
(BCWPA)

\_\_\_\_\_  
(Witness)

\_\_\_\_\_  
(Athlete)

\_\_\_\_\_  
(Witness)

\_\_\_\_\_  
(Parent - if Athlete is under 18)

## GUIDELINES FOR ATHLETE ASSISTANCE APPEAL PROCESS

**Athlete Appeal Process:** It is understood that athletes have an inherent right to submit an appeal regarding the Athletes Assistance Program if they believe that (a) the award level or amount for which they have been nominated does not meet the PSO ranking and selection criteria as published, or (b) the athlete has not been nominated for an award, and they believe that, in accordance with the PSO published criteria for the ranking and selection of athletes, the athlete deserves to be included as a nominated athlete.

A)

1. The Board of Directors shall appoint an Appeal Committee to review and hear the matter under appeal.
2. The Appeal Committee shall be established under the procedure delineated in Appendix "A".
3. The Appeal Committee shall conduct a hearing under the rules delineated in Appendix "B".
4. The facts of the matter under appeal shall be established by the Appeal Committee.
5. The Appeal Committee shall make a decision based on the facts of the matter under appeal and said decisions with the reasons therefore shall be rendered to the party directly involved in the appeal and filed with the President of the Association.
6. The decision of the Appeal Committee hearing on any matter is final and binding and non-appealable and shall be ratified by the Board of Directors. The Association shall ensure the carrying out of the Appeal Committee's decision.

B)

1. In the event a hearing is convened it shall be organized so as to minimize the expense incurred by the BCWPA. The appellant shall be responsible for their personal expenses for attending the hearing. However, if the appeal is supported by the Appeal Committee the BCWPA shall reimburse the appellant for all reasonable expenses incurred in attending the hearing.

## **APPEALS COMMITTEE 2008-2009**

The appeals committee will consist of three BCWPA members, other than those listed in the above committee, as selected by the President of BCWPA and approved by the Board. The athlete also has the right to make representation or be represented at the meeting of the PSO appeals Committee as outlined by the Provincial Government AAP guidelines.

### **APPENDIX “A”**

1. An Appeal Committee shall consist of those persons appointed by the Board of Directors.
2. An appeal Committee shall consist of three persons, and all persons need not be members of the Association, and one of which shall be appointed Chairperson.
3. On appointment of an Appeal Committee, the member of the Board of Directors making the appointment shall ensure the following:
  - a) That no association exists between a party of appeal and any member of the Appeal Committee, either actual or apparent.
  - b) That no Appeal Committee member has been involved in any preliminary stage of the decision or matter under appeal.
  - c) That no Appeal Committee member has a pre-set attitude or apparent interest in the result of the appeal.
  - d) “Apparent” herein is defined as “in appearance” or “reasonable likelihood”.

### **APPENDIX “B”**

1. Any notice for appeal shall be given in writing to the Executive Director, President and Selection Committee and shall include the grounds and/or reasons for appeal.
2. Any notice for request for appeal shall be made within fifteen (15) DAYS OF THE DECISION BEING APPEALED.
3. Within fifteen (15) days of receipt of notice for request for appeal an Appeal Committee shall be appointed; a date shall be set for a hearing which date shall be within fifteen (15) days of appointment of the Appeal Committee; and notice to all parties of such a date. Time and location shall be telephoned or confirmed by mail.