



Ontario Speed Skating Association Quest for Gold – Ontario Athlete Assistance Program 2016-2017 ATHLETE SELECTION CRITERIA

- 1.0** *Quest for Gold* – Ontario Athlete Assistance Program 2016-2017 (OAAP) is funded by the Government of Ontario, through the Ministry of Tourism, Culture and Sport (MTCS), and operated through the Sport, Recreation & Community Programs Division. The overarching goal of the *Quest for Gold* – OAAP is directly related to the High Performance Sport goal of the *Canadian Sport Policy* – that Canadians are systematically achieving world-class results at the highest levels of international competition – by improving the performance and number of Ontario athletes performing at the national and international level, thereby contributing to the improved performance of Canada at international competitions.

Specific objectives of the program are:

- a) To help athletes continue their pursuit of athletic excellence at the highest levels of national and international competition;
- b) To encourage athletes to stay in Ontario to live and train;
- c) To compensate athletes for earnings lost while training;
- d) To enable athletes to successfully pursue excellence in sport while fulfilling their educational goals;
- e) To increase athlete access to improved high performance coaching; and
- f) To enhance training and competitive opportunities available to athletes.

The intent of the OAAP is to provide funding to individual athletes in the sport's Train to Train and Train to Win categories based on their demonstrated commitment to high performance sport, allowing them to continue to pursue athletic excellence at the highest levels of national and international competition. **Only those athletes that meet the required minimum performance standard detailed in this Selection Criteria will be considered for this program.** Ideally an athlete will first receive a Quest for Gold "Ontario Card" for 1 to 3 years, which will allow them to train towards the goal of a national team position in subsequent years. Once an Ontario athlete reaches the national level and becomes a recipient of Sport Canada's carding program, they become eligible for the Quest for Gold "Canada Card". Athletes who are not planning to train towards this level of competition should not apply for this program.

2.0 How does it work?

In accordance with the OAAP guidelines, Ontario Speed Skating Association develops sport-specific selection criteria and forms a Selection Committee that will apply these criteria. The top-ranked athletes, based on the criteria, will be awarded Ontario Card status in 2016-2017. This Selection Criteria has been approved by the Board of Directors and reviewed by MTCS staff. Nominated athletes will be required to sign and comply with an Athlete Agreement between the athlete and Ontario Speed Skating Association. Carding status will be for one year starting April 1, 2016 ending March 31, 2017.

- 2.1** For 2016-2017, the MTCS has allocated Ontario Speed Skating Association a total of 18 Ontario cards (split evenly as 9 male and 9 female Cards).

Ontario Speed Skating Association has also decided to exercise the option made available by MTCS to split up to 30% of its carding allotment (i.e. issue ½ cards in designated categories).

A minimum of 70% of the Ontario Cards will be allocated to what the MTCS defines as junior-aged athletes (11 to 22 years of age). A maximum of 30% of the Ontario Cards may be allocated to athletes no longer eligible for "junior athlete" status, (athletes 23 and over).

2.2 As a result, the 18 cards issued to Ontario Speed Skating Association will be allocated as follows:

Category	Long Track Male	Long Track Female	Short Track Male	Short Track Female
Full Cards	3 Full Cards	3 Full Cards	3 Full Cards	3 Full Cards
Half Cards	2 Half Cards	2 Half Cards	4 Half Cards	4 Half Cards

An athlete's age will be determined by his/her age on June 30, 2016.

Ontario Speed Skating Association is not obligated to assign all Ontario Cards if there are an insufficient number of athletes who have demonstrated potential to be considered for future National Teams.

2.3 The Selection Committee, as approved by the Ontario Speed Skating Association Board of Directors is comprised of the following members:

Marg Oliveira, VP Sport Development
 Blake Morrison, VP Athlete Development
 Patti Pokol, OSSA President
 Dennis Vogt, Member at Large, Technical Committee
 Sarah Leslie, Manager, Sport Programs

How much funding is available?

The exact level of funding for the 2016-2017 carding year will be determined by the MTCS after the total number of athletes nominated for Ontario Card status has been determined. Funding will be released prior to March 31, 2017.

How will the Ontario Speed Skating Association Selection Committee decide who receives funding?

The Ontario Speed Skating Association Selection Committee will use the Ministry of Tourism, Culture and Sport Eligibility Criteria and the Sport Specific Selection Criteria detailed below to determine which athletes will be nominated for Ontario Card status in 2016-2017:

3.0 Ministry of Tourism, Culture and Sport Eligibility Criteria:

All athletes must meet the Ministry of Tourism, Culture and Sport's minimum athlete eligibility criteria:

- Athlete must be a Canadian citizen or permanent resident (previously known as a Landed Immigrant).
- Athlete must be a permanent resident of Ontario **for one year prior** to his/her nomination for carding status, (and continue to be a permanent resident throughout the term of the agreement).
- Athletes who have achieved Canada Card status (carded by Sport Canada) are not eligible for Ontario Cards.
- Athletes must be living in and continuing to train in Ontario.

3.1 Residency Exceptions:

Exceptions to these criteria, known as a "Residency Exception" will be considered **on a case specific basis by the Ontario Speed Skating Association** Selection Committee provided that the athlete can substantiate in writing that:

- (a) He/She cannot receive the required level of training in Ontario and is out of the province **temporarily** during the year (i.e. due to lack of facilities, coaching, competitions);
- (b) He/She must attend a post-secondary institution out-of-province either because the course of study is not offered by an Ontario institution; or
- (c) It is more financially feasible to attend a post-secondary institution out-of-province, or other extenuating circumstances that require the athlete to be out of the province.

Any change in an athlete's residency status must be communicated in writing to the PSO/MSO immediately.

The onus is on the athlete to demonstrate that he/she needs to be out-of-province for one of the above reasons. **The athlete must submit written documentation to the Ontario Speed Skating Association by no later than Wednesday, November 30, 2016, clearly indicating how they meet a residency exception(s).**

Athlete's applying for a Residency Exception related to exception (a) above, who are training at an NSO-approved National Training Centre MUST include a letter from the NSO outlining their support for the athlete, the progress the athlete is making and the athlete's potential to make the national team level. Additional documentation may include, but shall not be limited to an explanation of why the athlete is training out of province, whether or not the athlete was formally invited by the NSO, what additional opportunities are being made available beyond those provided in Ontario; and any other information that will illustrate that the athlete is receiving enhanced training while still meeting all obligations of the Ontario Speed Skating Association.

3.2 Length of time living outside Ontario:

Athletes living outside Ontario for more than 30 consecutive days within the ministry fiscal year 2016-2017 for athletic or academic purposes must demonstrate, to the satisfaction of the PSO/MSO Selection Committee that appropriate training programs are in place and are being monitored by the PSO/MSO. The onus is on the athlete to:

1. Provide a written plan outlining their training and competition plans to the PSO/MSO prior to their departure from Ontario, as part of their Residency Exception request (due Wednesday, November 30, 2016); and
2. Adhere to the PSO/MSO-approved competition and training plan throughout the carding cycle. At a minimum, this requires regular monthly email contact by the athlete with the PSO/MSO (Sarah Leslie, Manager, Sport Programs at sportmanager@ontariospeedskating.ca); and
3. Submit regular monthly training logs to the PSO/MSO to track progress against the PSO/MSO-approved competition and training plan.

Athletes who were formally invited to and are currently participating in their NSO's national team training program are exempt from this requirement.

3.3 Ministry criteria continued:

- Athlete must be a member in good standing with PSO/MSO and NSO where applicable;
- Athlete must have entered into a Sports Organization - Athlete Agreement with his or her PSO/MSO and must be in full compliance with the terms and conditions of that agreement;
- Athlete must have met all terms and conditions of any previous *Quest for Gold* Sports Organization – Athlete Agreements to the satisfaction of the PSO/MSO in order to be eligible for consideration in 2016-2017;
- Athlete must demonstrate a commitment and dedication to a proper training and competitive program, the goal of which is to continue to train towards a national team position and Sport Canada carding;
- Athlete's coach should be minimum Level 2 NCCP certified or trained status Competition Stream or the sport's equivalent in the Instruction Stream, or be engaged in completing this training, as determined by the PSO;

- Athlete must not be under a sanction that prohibits competition as per the Canadian Anti-Doping Policy;
- Athlete must be attending an educational institution full-time (i.e. elementary and secondary schools):
 - Exceptions will be made provided that the athlete can substantiate that his/her training will not allow for full-time attendance or if an athlete requires special needs that preclude full or part-time attendance (e.g. Athlete with a disability (AWAD) athlete);
- Athletes who have completed their area of study at the secondary level (i.e. high school) and who continue to train towards participation in major national or international competitions will also be considered;
- If eligible, the athlete must compete, and continue to compete solely for Ontario and/or Canada for one year from the date of the Minister's letter informing the athlete of acceptance into OAAP program, at Canada Games and other national competitions involving provincial team competitions;
- Athlete must not receive financial support from any other provincial/territorial athlete assistance program. This does not include academic scholarships, bursaries, student grants, student loans, social assistance, disability pensions, and other forms of financial assistance that have nothing to do with competitive sport.
- Eligibility will be limited to Ontario junior-aged athletes, ages 11-22 ("junior-aged" refers to chronological age, not a sport's specific age category - only exception is for PSO/MSOs using 30% of Ontario Card allotment for athletes older than 22 years of age who have been identified as a potential next generation national team athlete by the PSO/MSO's selection process.

3.4 Residency Exemption for Military Families: The one-year Ontario residency requirement is waived for any Ontario Card or Canada Card applicant who is a spouse or dependant of a: Regular Force member of the Canadian Forces; or Reservist currently deployed by the Canadian Forces into active service and who takes up residence in Ontario during the fiscal year. This means that eligible military family members now qualify for OAAP funding immediately upon becoming residents of Ontario. Please contact PSO NAME HERE for more information if you are applying for this exemption.

- To be deemed a potential next generation national team athlete, the athlete must be age-eligible to compete on the national team in the year following receipt of Ontario Card funding.
- All athletes under the age of 18 must have their parent or legal guardian sign their OAAP application form. Cheques will be processed in the name of the eligible athlete.
- An athlete can only be nominated to receive *Quest for Gold* funding in one sport.

4.0 Athletes funded through the Sport Canada AAP:

Ontario athletes who have been nominated and accepted for funding through Sport Canada's AAP within the government of Ontario's fiscal year (April 1, 2016 to March 31, 2017) and who continue to meet AAP and OAAP eligibility requirements will automatically be considered for a *Quest for Gold* 'Canada Card'. MTCS will contact those athletes directly at the mailing and email addresses the athlete provided to Sport Canada. Athletes are solely responsible for ensuring that their contact information is kept accurate and up to date at all times.

An athlete who received Sport Canada AAP carding during any part of MTCS' fiscal year April 1, 2015 to March 31, 2016 and/or any part of fiscal year April 1, 2016 to March 31, 2017 and is no longer in receipt of Sport Canada Athlete Assistance shall not be eligible to receive *Quest for Gold* funding during fiscal year 2016-2017 (April 1, 2016 to March 31, 2017.)

The intent of this rule is to prevent athletes whose performance levels and rankings no longer qualify them for Sport Canada carding from taking an Ontario Card from a future national-level athlete.

4.1 Canada Card Exception (CCE)

Exceptions may apply to this rule (known as a **Canada Card Exception (CCE)**) and will be considered by the Ministry on a case-by-case basis. Exceptions may include, but may not be limited to logistical or administrative changes (e.g. reduction in Sport Canada carding allocation), injuries, etc.

It is the sole responsibility of the athlete to contact Ontario Speed Skating Association Selection Committee prior to Wednesday, November 30, 2016 to request a CCE. The athlete must submit, in writing, an explanation of why they have not been, or do not expect to be re-carded by their NSO. The submission must include a statement from the NSO, signed and dated on their letterhead, confirming that the athlete still has potential to return to the NSO's carding program in the future. It is the responsibility of the athlete to submit this letter to the PSO; the Ontario Speed Skating Association will not obtain this letter from the NSO on the athlete's behalf.

Ontario Speed Skating Association will then contact MTCS in writing prior to the submission of the Athlete Nomination Form to seek individual Canada Card Exceptions. Ontario Speed Skating Association is not responsible for seeking a CCE for any athlete unless requested to do so by the athlete as detailed above.

5.0 National College Athletic Association (NCAA):

On August 1, 2013, the NCAA revised their By-law that previously prevented an athlete from accepting grants from a governmental entity, such as Quest for Gold. Despite this change, any athlete considering an application to an NCAA institution is strongly encouraged to contact the NCAA Eligibility Center prior to applying for QFG funding.

The onus is entirely on the athlete to determine the impact of accepting OAAP funding on current or future NCAA eligibility and to decide whether or not to accept OAAP funding. The athlete will be required to acknowledge this onus and responsibility when signing the OAAP Ontario Card application form and agreeing to the related terms and conditions of the program. Athletes are strongly encouraged to contact the NCAA Eligibility Center to determine the impact of *Quest for Gold* - OAAP funding on current or future eligibility for a NCAA scholarship or on eligibility to compete in a non-scholarship NCAA sport.

National Collegiate Athletic Association www.ncaa.org

NCAA Eligibility Center mailing address:
NCAA Eligibility Center P.O. Box 7136, Indianapolis, IN 46207
Toll-free phone number (U.S. callers) - Customer service line – 877-262-1492
Phone number (international callers) - Customer service line – 317-223-0700
Fax number - 317-968-5100

6.0 Ontario Speed Skating Association Athlete Selection Criteria:

The following sport specific athlete selection criteria will be utilized in the identification, ranking and selection of athletes for Ontario Cards:

SHORT TRACK

The Short Track Quest for Gold nominations will be derived from the Provincial Short Track Ranking System which is based on objective results from national competitions. All eligible athletes will automatically be considered and ranked by the selection committee. All Sport Canada cardholders will be excluded from the Provincial Ranking lists.

Up to 6 Full Cards may be awarded to: 3 to the Top 3 eligible female skaters and 3 to the Top 3 eligible male skaters.

Up to 8 Half Cards may be awarded to: the next 4 eligible female skaters and the next 4 eligible male skaters.

PROVINCIAL SHORT TRACK RANKING:

- Males and females will be ranked separately.
- Skaters will be ranked within a pool of competitors skating at identified competitions. Skaters in the first pool of competitors will be ranked ahead of skaters in the second pool, and the second ahead of the third, and so on until all pools of skaters are accounted for.

- A skater - once ranked in a pool - will not be considered for ranking in a lower pool as that skater has already achieved the highest possible rank. The principle of the best result at the highest level of competition is maintained.
- Wherever possible the process for the ranking of Ontario speed skaters will use the national ranking list established by Speed Skating Canada (SSC), under the direction of the High Performance Committees (HPC) of SSC. Freedom from bias, discrimination and/or conflict of interest is maintained by adhering to the results of the national ranking list produced and prepared by the national office of SSC.

Note: To further align with the Ministry's target of providing funding to athletes who are performing at the highest level of competition, ranking and performance standards have been established for the 2016-2017 funding cycle (which is based on results from the 2015-2016 season). Athletes should review the minimum performance standards and the expectation for performance progression to maintain funding eligibility for future seasons.

Minimum Performance Standard:

Skaters must have a ranking in Pools 1, 2, 3 or a Top 20 placement in Pool 4 to be eligible for Quest For Gold funding.

Expectations of Performance Progression:

- A skater whose highest rank is in Pool 3 or Top 20 in Pool 4 will need to achieve a ranking in Pool 1 or 2 the next season to maintain funding eligibility.
- A skater whose highest rank is in Pool 1 or Pool 2 will need to achieve a Top 24 ranking in the corresponding Pool the next season to maintain funding eligibility.
- A skater who is ranked Top 24 in Pool 1 will need to achieve a Top 18 ranking in Pool 1 the next season to maintain funding eligibility.
- A skater who is ranked Top 24 in Pool 2 will need to achieve a Top 12 ranking in Pool 2 or Top 24 ranking in Pool 1 the next season to maintain funding eligibility.

To maintain funding eligibility for subsequent seasons, ALL athletes must demonstrate continued ranking improvement and improved race times. Athlete performance will be reviewed by the Selection Committee on an annual basis. OSSA reserves the right to establish this selection criteria on an annual basis pending further information from Speed Skating Canada and the Ministry of Tourism, Culture, and Sport.

Pool 1: Senior Short Track Ranking List *only athletes who achieved results at ALL 3 qualifying ranking events

Athletes achieving a Senior National Ranking by competing at ALL 3 qualifying ranking events as identified by Speed Skating Canada (Fall World Cup Selection or National Qualifier, plus Senior Canadian Short Track Championships, plus Senior National Open Selection #2). The Senior National Ranking format is established by the High Performance Committee of Speed Skating Canada. This shall constitute the first pool of skaters. Ties shall be broken by the higher rank from the Senior Canadian Short Track Championships.

Pool 2: Junior Short Track Ranking List *only athletes who achieved results at ALL 3 qualifying ranking events

Athletes achieving a Junior National Ranking by competing at ALL 3 qualifying ranking events as identified by Speed Skating Canada (National Qualifier, plus Junior Canadian Short Track Championships, plus Junior National Open Selection#2). The Junior National Ranking format is established by the High Performance Committee of Speed Skating Canada. This shall constitute the second pool of skaters. Ties shall be broken by the higher rank from the Junior Canadian Short Track Championships.

Pool 3: Senior Canadian Short Track Championships

Athletes achieving a result at the Senior Canadian Short Track Championships shall be ranked third. This shall constitute the third pool of skaters. The final overall racing result shall establish rank within the third pool. Ties shall be broken by the lowest combined 500m+1500m skated at this event.

Pool 4: National Qualifier

Athletes achieving a result at the National Qualifier competition shall be ranked fourth. This shall constitute the fourth pool of skaters. The final overall racing result from the qualifier shall establish rank within the fourth pool. Ties shall be broken by the lowest combined 500m+1500m skated at this event.

Only skaters ranked in the Top 20 in Pool 4 will be eligible for funding through the Quest For Gold Ontario Athlete Assistance Program

<i>Short Track Event</i>	<i>Pool ranking priority</i>
Senior National Ranking List (all 3 events)	1
Junior National Ranking List (all 3 events)	2
Senior Canadian Short Track Championships	3
National Qualifier (Top 20 ranking)	4

LONG TRACK

The Long Track Quest for Gold nominations will be derived from the Provincial Long Track Ranking System which is based on objective results from national competitions. All Sport Canada cardholders will be excluded from the Provincial Long Track Ranking lists.

Up to 6 Full Cards may be awarded to: 3 to the Top 3 eligible female long track skaters and 3 to the Top 3 eligible male long track skaters.

Up to 4 Half Cards may be awarded to: 2 to the next 2 eligible female long track skaters and 2 to the next 2 eligible male long track skaters.

PROVINCIAL LONG TRACK RANKING:

- Males and females will be ranked separately. Team Pursuits and Mass Start events are not eligible for ranking purposes.
- Skaters will be ranked within a pool of competitors skating at identified competitions.
- The principle of the best result at the highest level of competition is maintained.
- Wherever possible the process for the ranking of Ontario speed skaters will use the national ranking list established by Speed Skating Canada (SSC), under the direction of the High Performance Committees (HPC) of SSC. Freedom from bias, discrimination and/or conflict of interest is maintained by adhering to the results of the national ranking list produced and prepared by the national office of SSC.

Note: To further align with the Ministry's target of providing funding to athletes who are performing at the highest level of competition, ranking and performance standards have been established for the 2016-2017 funding cycle (which is based on results from the 2015-2016 season). Athletes should review the minimum performance standards and the expectation for performance progression to maintain funding eligibility for future seasons.

Minimum Performance Standard:

A skater must achieve a Top 30 ranking in a single distance (Pool 1) to be eligible for Quest For Gold funding.

Expectations of Performance Progression:

A skater ranked 30 through 25 in Pool 1 will need to improve their ranking to Top 24 in a single distance in the next season to maintain funding eligibility.

A skater ranked 24 through 19 in Pool 1 will need to improve their ranking to Top 18 in a single distance in the next season to maintain funding eligibility.

To maintain funding eligibility for subsequent seasons, ALL athletes must demonstrate continued ranking improvement and improved race times. Athlete performance will be reviewed by the Selection Committee on an annual basis. OSSA reserves the right to establish this selection criteria on an annual basis pending further information from Speed Skating Canada and the Ministry of Tourism, Culture, and Sport.

Pool 1: Canadian Long Track Ranking List – Single Distance

Athletes achieving a national ranking through the competition format for ranking established by the High Performance Committee of Speed Skating Canada shall be ranked first. This shall constitute the first pool of skaters.

Only skaters ranked in the Top 30 in Pool 1 will be eligible for funding through the Quest For Gold Ontario Athlete Assistance Program.

Note: to achieve a national ranking result, a skater must place within the top 32 skaters in a distance at an identified competition. The national ranking list is a single distance ranking. A skater's best result in a distance establishes rank. Absolute rank in any distance will establish rank order on the Ontario ranking list. For example: a skater who is ranked 28th in the 500m will rank below a skater ranked 21st in the 1500m.

Ties will be broken by the best ranking in a second distance (or third or fourth as needed). If the skaters involved in the tie do not have a ranking in a second distance, the skater who has demonstrated a higher level of commitment to long track competition will be given the nod. The commitment to long track will be determined by the number of ranking events attended, the number of distances entered at each event, attendance at training camps, relocation to training centres, and performance from the previous season.

A skater must have raced in at least 3 qualifying ranking meets in Pool 1 to be considered for long track funding.

Note: The Mass Start ranking list as established by Speed Skating Canada will not be used as part of the 2016-2017 Ontario Athlete Assistance Program. The Mass Start ranking list may be considered for the 2017-2018 funding cycle should Speed Skating Canada continue to issue this ranking list and afford opportunities for athletes to access this event on a consistent and regular basis during the 2016-2017 competitive seasons.

Additional Information for Short Track and Long Track Athletes Next Generation Criteria

Next Generation athletes (as defined by OSSA) are skating athletes who are 23 years old (based on June 30th date prior to the competition) or older who are identified as likely to achieve National Development Team status (minimum standard) within 3 years. Furthermore, athletes falling within this category shall be subject to an annual review. Details of the review are listed below.

Any Next Generation skater who believes they are eligible for funding must formally submit a request for consideration to the Selection Committee. Consideration of their request will be reviewed under strict conditions. Skaters are required to indicate their progress in actual racing times, progress in absolute rank on the national rank list for their identified discipline, and short term and long term competitive plans.

Athletes falling within this category shall be subject to an annual review. That review shall include but not be limited to the following:

- Progress in actual racing times, an absolute measurement against the clock.
- Progress in absolute rank on the national ranking list for the identified discipline (Short Track or Long

- Track).
- Competitive plans for the future including short term and long term goals.
- Makes a significant contribution to a development program for Ontario speed skaters at an identified training facility ie: making a key contribution to the training group through leadership and / or effort
- (based on coaching reports).

In making the determination to identify an athlete as Next Generation, the Selection Committee shall examine their most recent and consistent performance results.

Due date is Wednesday, November 30, 2016.

SKATER OBLIGATIONS:

1. Skaters are expected to maintain a performance pathway providing for the best opportunity for achieving the highest level of performance (i.e. a position on the National Team) and perform at the highest level.
2. A skater who decides to resign, retire, does not complete the requirements of the program agreement, or who is not compliant with the requirement noted in Skater Obligations Item 1 will be ineligible for the Quest For Gold funding cycle the next season.
3. An athlete who is offered a Sport Canada card and/or National team position and who chooses to decline it, will consequently be ineligible for the program.
4. A skater who qualifies for both a Short Track and a Long Track funding designation will be required to select one. The athlete will only be eligible to receive the benefits for one discipline.
5. A Quest for Gold funded athlete who is in the province during a provincial event is required to participate in the event provided they meet the applicable selection standards.
6. Skaters are required to provide monthly training reports to the OSSA office (November 2016 – May 2017).

7.0 Breaking a Tie: See notes listed above in the selection process for short track and long track.

8.0 Failure to Meet Selection Criteria for Health-related Reasons

Ontario Speed Skating Association has no criteria for ranking an athlete who is unable to meet these requirements as detailed above due to illness, injury or pregnancy.

Skaters who were unable to compete during the season due to injury or illness will not be ranked on the short track or long track ranking lists and are therefore ineligible for funding.

Skaters who became ill or were injured during the season will be ranked according to any eligible results achieved during the season.

New – commencing in the 2017-2018 funding cycle, the Ontario Speed Skating Association will outline criteria for ranking an athlete who is unable to meet the selection criteria requirements due to illness, injury or pregnancy. Such criteria will align with the Bye application process established by Speed Skating Canada (Short Track and Long Track High Performance bulletins).

For further clarification, the 2017-2018 funding cycle refers to April 1, 2017 – March 31, 2018 and takes into account athlete performance from April 1, 2016 – March 31, 2017.

9.0 Alternates: Ontario Speed Skating Association will also nominate alternates to those athletes nominated for Ontario Card status. Alternates will be those athletes who are ranked directly behind those athletes nominated for the allotment of Ontario Cards in a particular category/discipline. The names of alternates will

be published along with the names of nominated athletes. If an athlete drops out or is removed from the OAAP an alternate will be substituted into that athlete's position, provided that:

- Alternate is substituted within 2016-2017 fiscal year;
- An alternate meeting all requirements is available from the same category/discipline/card level (Full/Half);
- Funding for athlete being substituted is still available within fiscal year (e.g. full funding for card has not already been paid out to athlete no longer in program).

10.0 To Apply:

All required information (Residency Exception letters, Canada Card Exception requests, and Next Generation requests for considerations) must be submitted no later than **Wednesday, November 30, 2016** to:

Sarah Leslie (Manager, Sport Programs)
Sportmanager@ontariospeedskating.ca
214 Bond Street East, Oshawa, ON L1G 1B5
844-677-6772 (phone and fax)

- 10.1** Any athlete requesting a "Residency Exception" must submit this information by Wednesday, November 30, 2016 as detailed above.
- 10.2** It is the sole responsibility of the athlete to provide a full and complete application that meets all stated requirements. Ontario Speed Skating Association will neither review applications in advance of the deadline in order to make applicants aware of any missing/incorrect information and/or attachments nor make corrections on behalf of the athlete. Any revisions on the part of the athlete will only be accepted prior to the posted submission deadline.
- Applications that are sent directly to the Ministry of Tourism, Culture and Sport rather than to Ontario Speed Skating Association will not be considered valid or to have been received by the Ontario Speed Skating Association deadline.
- 10.3** An email will be sent by **November 30, 2016** confirming receipt. It is the athlete's responsibility to contact the Ontario Speed Skating Association if this email is not received to be certain that the application has been successfully received by the deadline date.

The Sports Organization – Athlete Agreement will only come into effect if an athlete is selected and accepts carding status through the OAAP program. Athletes who fail to return a signed Athlete Agreement by the deadline date will not be carded.

- 10.4 Ontario Speed Skating Association** will publish or make known a draft list of athletes nominated for Ontario Card status by no later than **January 19, 2017**.

In the event of a conflict or inconsistency between the MTCS eligibility requirements detailed in the MTCS binder provided to PSO/MSOs and duplicated in the Athlete Handbook provided to each nominated athlete and the eligibility requirements listed in the PSO/MSO Athlete Selection Criteria Document prepared by the PSO/MSO, the MTCS Binder/Athlete Handbook shall prevail.
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11.0 Appeals

Athletes who have not been nominated for an Ontario Card by the Ontario Speed Skating Association Selection Committee or who have been nominated for a 'Half Card' versus a 'Full Card', where applicable will be allowed to appeal that decision by filing a "Notice of Appeal" with MTCS. Appeals will be heard by an Appeals Committee comprised of representatives from the sport community, selected by the MTCS.

Grounds for appeals will be limited strictly to issues related to:

- A) Whether or not the Selection Committee has completed the selection process in accordance with its own published selection criteria and related procedures;
- B) Whether or not the Selection Committee applied the selection criteria in a manner that was free from bias, discrimination and/or conflict of interest.

Issues related to the specific content or selection requirements contained in the Ontario Speed Skating Association Selection Criteria are not grounds for an appeal and should therefore be discussed directly with the leadership of Ontario Speed Skating Association.

Please note that before an athlete can file a Notice of Appeal, he or she must first ask Ontario Speed Skating Association for reasons explaining why he or she was not nominated for an Ontario Card.

If the athlete is not satisfied with the Ontario Speed Skating Association response, the athlete may submit a **Notice of Appeal**, found below. A Notice of Appeal will only be accepted from the athlete or their parent/guardian on the MTCS-provided template (typed or hand-printed, no hand-written entries) through email, regular post, registered mail, courier or delivered in person. One appeal cannot be written on behalf of multiple athletes. The Notice of Appeal must be received by MTCS by noon on the deadline day. Appeals that are delivered personally or by courier shall be deemed to be received on the date of delivery.

Once MTCS has received the Notice of Appeal, it will share it with Ontario Speed Skating Association, who will then submit a "**Response**" with MTCS by a specified deadline. The Response will outline why Ontario Speed Skating Association believes that the Selection Committee's decision not to nominate the athlete should be upheld by the Appeals Committee. MTCS will share the Ontario Speed Skating Association Response with the athlete.

If, after receiving the Ontario Speed Skating Association Response, the athlete believes that Ontario Speed Skating Association has raised new or additional reasons to justify the Selection Committee's decision not to nominate the athlete for an Ontario Card, then the athlete will have an opportunity to file a "**Reply**" with MTCS, responding to these additional reasons. The Reply must be limited to these additional reasons and cannot be used to make submissions already raised in the Notice of Appeal, or that the athlete neglected to include in the Notice of Appeal. The Reply will only be accepted on the MTCS-provided template.

Once MTCS receives the Notice of Appeal, the Response, and the Reply (if applicable), it will provide those materials to the Appeals Committee. The Appeals Committee will discuss all appeals at once. During its review of the appeals, the Appeals Committee reserves the right to request additional information from both the athlete and Ontario Speed Skating Association.

After reviewing an appeal the Appeals Committee will have the authority to:

- 1. Direct Ontario Speed Skating Association to redo the selection process using the correct criteria/process and submit a new list of nominated athletes;
- 2. Deny the appeal; or
- 3. Allow the appeal and nominate the appellant for carding status.

Once the Appeals Committee has reached its decision, it will contact the athlete and Ontario Speed Skating Association in writing to communicate its decision and the reasons therefore.

An athlete who has had his or her appeal denied is not permitted to submit a second appeal to the Appeals Committee on the same or different grounds.

Note: Ontario Speed Skating Association is encouraged to resolve disputes or disagreements informally with athletes who have not been nominated to avoid, wherever possible, formal appeals.

11.1 The deadline for athletes to submit an “**Athlete’s Notice of Appeal**” to the Appeals Committee is January 30, 2017 at 12 noon

11.2 Appeals must be completed on the Notice of Appeal template below and will be directed to:

Quest for Gold Appeals Committee
c/o Sport, Recreation and Community Programs Division
Ministry of Tourism, Culture and Sport
777 Bay Street, 18th Floor
Toronto ON M7A 1S5

**2016-2017 Quest for Gold – Ontario Athlete Assistance Program
Athlete’s Notice of Appeal Template**

The deadline for an athlete to submit an appeal to the Appeals Committee is 12 noon on January 30, 2017. Appeals will only be accepted on the MTCS-provided Notice of Appeal template. **Please refer to the appeals section of your PSO/MSO’s Athlete Selection Criteria document prior to completing this form.**

Return form to:

**Quest for Gold Appeals Committee
c/o Ministry of Tourism, Culture and Sport
Sport, Recreation and Community Programs Division
777 Bay Street, 18th Floor, Toronto ON M7A 1S5 Email: Scott.Cooper@ontario.ca**

Full Name _____
Address _____ City _____
Postal Code _____ Phone _____ Email _____
Sport / PSO _____

Reason for Appeal (Check all that apply):

- Whether or not the PSO/MSO has completed the selection process in accordance with its own published selection criteria and related procedures;
- Whether or not the PSO/MSO applied the section criteria in a manner that was free from bias, discrimination and/or conflict of interest.

Provide a two-line summary of the reason for the appeal:

In the space below, (continue on to next page as needed) provide the reasons communicated to you by your PSO/MSO as to why you were not nominated for an Ontario Card, and the date the information was provided. (Note: This Appeal will not be accepted unless it contains a response from your PSO/MSO.)

Date of PSO response: _____

