



High Performance Funding Guidelines

1. INTRODUCTION

Sport Manitoba developed High Performance Athlete Funding as a component of the Excellence Program to enable Provincial Sport Governing Bodies to assist either athletes whose performance ranks them at the national level or athletes with national level potential. Athletics Manitoba encourages spending of these funds in areas that will improve the athlete's program.

2. PURPOSE

High Performance funding provides direct financial support to athletes to enhance and increase opportunities to prepare for Western Canada Games, Canada Games, Interprovincial, National and International competition.

3. ELIGIBILITY

Grants are dispersed to athletes meeting the performance standards established by Athletics Manitoba. To access funds the following conditions must be observed:

- 3.1 The athlete must be a minimum of 18 years of age, and a maximum of 35 years of age, as December 31st of the year in which the performance was attained. No Youth aged athletes, or Masters aged athletes, meeting the outlined standards can be considered for this High Performance Funding Program.
- 3.2 The athlete must be a legal resident of Manitoba (ie. hold a valid Manitoba Health Card) and be an active member in good standing of Athletics Manitoba at the time performances submitted were achieved.
- 3.3 The athlete must be a legal resident of Manitoba (ie. hold a valid Manitoba Health Card) and a registered active member in good standing of Athletics Manitoba for the funded year PRIOR to final payment being distributed.
- 3.4 Athletes who are pursuing a full-time course of study at a Post Secondary Institution outside of Manitoba ARE eligible for Athlete Assistance.
- 3.5 Athletes who have met the criteria for funding, but leave the province to establish residency in another province, will remain eligible for funding as follows:
 - a) Athletes who leave the province between October 1 and March 31 are eligible until September 30 of that year.
 - b) Athletes who leave after March 31 are eligible for funding until September 30 of the following year.

When an athlete leaves Manitoba to take up permanent residency in another province, Athletics Manitoba will contact the new Provincial Association to facilitate the funding transition.

4. PROCEDURES AND REQUIREMENTS

- 4.1 Athletes meeting the eligibility criteria who attain a performance standard will be required to submit an athlete application form. This application form must be received by Athletics Manitoba no later than October 31st of the year in which the performance was achieved. Funding will not be granted unless the athlete submits this application form.
- 4.2 All performances that meet the High Performance standards must be listed on the Athletics Canada rankings database for the year in which the performance standard was achieved. It is the responsibility of the athlete/coach to ensure that the results are submitted to Athletics Canada. For further information please visit:
<http://athletics.ca/page.asp?id=373>
- 4.3 Athletes are required to sign and return a contract confirming compliance with the conditions outlined prior to final payment being distributed.
- 4.4 Athletes will receive High Performance Funding payments in two instalments: first half payment – November; second half payment –March, provisional on receipt of the Athlete Assistance Contract.
- 4.5 The performance window that the Athlete is required to meet or exceed the funding standard performance for their age must occur at a sanctioned track and field competition held outdoors that falls between April 1st and September 30th of the same calendar year.

5. ATHLETE ASSISTANCE POLICIES

- 5.1 Athletes receive funding in the next fiscal year when their performance is equal to, or better than, a standard established by the Association. The performance levels are based on an age-progression performance charts.
 - 5.1.1 The age progression performance charts used by Athletics Manitoba are based directly off the Athletics Canada Athlete Assistance Carding program tables. All performances on the Athletics Manitoba High Performance tables are reflective of the Athletics Canada D card standard.
- 5.2 As the number of athletes meeting these standards may vary from year to year, funds available will be divided on a fixed ratio of one (1) share to each athlete achieving standard. The maximum value of each share will be \$1,000.
- 5.3 Athletes who attend National Championships must compete for Manitoba or a registered Athletics Manitoba club. For athletes that have moved to another province and are in their transition period of funding, a mutual agreement between Provincial Branches will be sought.
- 5.4 Athletes must retain ALL ORIGINAL RECEIPTS for expenditures included under Athlete Assistance.
- 5.5 All athletes that accept Athlete Assistance must participate for all Provincial Teams in which they are selected for beginning Jan 1, of the current year.
- 5.6 All athletes that accept Athlete Assistance must participate at all trials meets for Provincial Teams that they are eligible for beginning Jan 1, of the funding year.

Exceptional Circumstances, such as a death in the family, medical, or other, can be claimed by an individual athlete.

- 5.7 Athletes may forfeit all or a portion of funding for not adhering to rules set out by Athletics Manitoba and/or Athletics Canada.

6. ATHLETE ASSISTANCE SPENDING GUIDELINES

NOTE: Athletics Manitoba recommends funds received from the High Performance Funding program be viewed as supplement funding to the athletes and not as a replacement for club initiatives. Athletics Manitoba considers the High Performance Funding program to a travel assistance grant applicable to competitions or training travel as outlined below. Athletics Manitoba will not accept as a legitimate expense any fees being charged the athlete for the administration of this funding.

The following expenses are considered to meet the purposes, which underlie the awarding of Athlete Assistance.

6.1 Meals

- To a maximum of \$25/day with receipts

6.2 Accommodation

- The actual cost of hotel with original receipt.

6.3 Travel

Bus/train/airline tickets to a maximum equivalent to economy airfare as verified by receipt.

- A National Championship Event: Any Junior or Senior National Championship events held in Canada.
- A PSO Approved Competitive Tour: An application to the office can be made with respect to applying funding to a competitive tour such as the Canadian West Coast Series.
- A PSO Approved Training Camp: An application to the office can be made with respect to applying funding to a high performance training camp.
- Ground transport including taxi, athlete's share of car or van rental, gasoline costs with receipt.
- **NOTE:** On long trips by private automobile, the allowable claim cannot exceed the cost of economy airfare.

6.4 Fees. Receipts are required for:

- Competition entry fees
- Training Camp/Clinic fees
- Club membership fees
- Training facilities (approved by personal coach) over and above those provided by club

6.5 Equipment

- Training shoes
- Event specific shoes
- Singlets, shorts, sweat suits and wind suits (for use in training or competition)
- Exercise/training equipment (approved by personal coach)

6.6 Medical

Health services or para-medical costs.

- NOTE: These costs must be related to injury prevention, rehabilitation, or regenerative treatments (including massage) that are directly related to training.
- Only the portion of expenses not covered by other plans or programs (ie. insurance) may be claimed. Receipts specifying the treatment must be provided.

6.7 Coaching

- Coaching is usually provided at no cost by the club. To claim this expense the coach must be a minimum fully certified LEVEL 3 NCCP in the event area and be a member in good standing of Athletics Manitoba.