



## ONTARIO SAILING

### ***Quest for Gold – Ontario Athlete Assistance Program 2015-2016*** **ATHLETE SELECTION CRITERIA**

*Quest for Gold – Ontario Athlete Assistance Program 2015-2016 (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. 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.

#### **How does it work?**

In accordance with the OAAP guidelines, Ontario Sailing 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 2015-2016. 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 Sailing. Carding status will be for one year starting April 1, 2015 ending March 31, 2016.

For 2015-2016, the MTCS has allocated Ontario Sailing a total of 10 Ontario cards plus 4 Paralympic Class cards, to be split evenly by gender.

Ontario Sailing 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).

Cards will be specifically allocated to the following categories/disciplines:

Category	Number of cards
Olympic Class	8 Full Cards (4 male, 4 female) We reserve the right to assign up to 2 full cards to double handed classes based on results of scoring
*Development Class Athletes	2 Full Cards split into 4 Half Cards (2 male, 2 female)
Paralympic Class	4 Full Cards (2 male, 2 female)

The "Development Class Athletes." Category is for athletes who are 18 years of age or under (21 or under for 49er FX) and either sailing Olympic Classes or Development Olympic classes. This includes 49er FX, 29er, 420, Laser Radial, RSX.

- Athlete must be 18 or under as of December 31<sup>st</sup> 2016 (21 for the 49er FX)
- Athlete can't receive a half card if he/she has already received a full card (if this occurs said athlete must apply for a full card).

**Ontario Sailing 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.**

The Selection Committee, as approved by the Ontario Sailing Board of Directors is comprised of the following members:

Cam Lymburner, Program Manager, Ontario Sailing  
 Mark Searle, President, Ontario Sailing  
 Susan Houston, VP Ontario Sailing Committee support (non-voting)

### **How much funding is available?**

The exact level of funding for the 2015-2016 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, 2016.

### **How will the Ontario Sailing Selection Committee decide who receives funding?**

The Ontario Sailing 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 2015-2016:

#### **A. 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.

### **Residency Exceptions:**

Exceptions to these criteria, known as a “Residency Exception” will be considered **on a case specific basis by the Ontario Sailing 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.

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 Sailing by no later than Friday November 27<sup>th</sup> 2015, 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 Sailing.

### **Length of time living outside Ontario:**

Athletes living outside Ontario for more than 30 consecutive days within the ministry fiscal year 2015-2016 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 (**Friday November 27<sup>th</sup> 2015**); and
2. Adhere to the PSO/MSO-approved competition and training plan throughout the carding cycle. At a minimum, this requires regular **monthly contact** contact by the athlete with the PSO/MSO (**Chris Hewson for Radials, Chris Cowan for Lasers, and Rob Frost for double handed**); 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.\*\*\*

### **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 2015-2016;
- 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.

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.

### **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, 2015 to March 31, 2016) 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, 2014 to March 31, 2015 and/or any part of fiscal year April 1, 2015 to March 31, 2016 and is no longer in receipt of Sport Canada Athlete Assistance shall not be eligible to receive *Quest for Gold* funding during fiscal year 2015-2016 (April 1, 2015 to March 31, 2016.)

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.

### **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 Sailing Selection Committee prior to **Friday November 27<sup>th</sup> 2015** 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 with their application; Ontario Sailing will not obtain this letter from the NSO on the athlete's behalf.

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

### **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](http://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

## **B. Ontario Sailing Athlete Selection Criteria:**

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

### **Ontario Sailing Quest for Gold – Ontario Athlete Assistance Program 2015-2016 ATHLETE APPLICATION FORM**

Full Name: \_\_\_\_\_ Male / Female: \_\_\_\_\_

Date of Birth (yyyy-mm-dd): \_\_\_\_\_ Class of Boat: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_

Postal Code: \_\_\_\_\_ Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Email address: \_\_\_\_\_ Sport / PSO: \_\_\_\_\_

Have you been a resident of Ontario for at least 1 year prior to this application? Yes No

Are you attending an educational institution full time? Yes No (If no, exceptions will be considered if you have completed your area of study and have continued to train ... please attach a letter to address these issues) If yes, please indicate your school name and address.

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

Are you a Canadian Citizen or Landed Immigrant? Yes No

#### **Regatta Results: Score Value- Maximum = 30 points**

Please provide results for 6 of the following regattas for the past 2 seasons (**6 regattas -3 per year total**). Please make sure that you include the total fleet size. i.e. 3<sup>rd</sup> out of 20. **If more than 3 regattas per year are listed then the top 3 finishes will be used. (i.e. a 1<sup>st</sup> place finish will be chosen over a 2<sup>nd</sup> place finish before the multiplier is applied. If less than 3 regattas per year are listed a score of 2.0 will be added to that year's total)**

**Only results from one class of boat will be considered with the exception of if the different classes are current Olympic or Paralympic classes.**

**Score Value:** 30 points (20 points for 2014 results, 10 points for 2015 results). Results will be calculated using the low point scoring system to develop a ranking. Lowest score overall will be awarded the full 30 points. The next lowest score will be awarded 29 points, and the next will be awarded 28 and so on.

**Multiplier-** The result in a particular regatta will be subject to the indicated multiplier. Once the multiplier is assessed your score will be calculated to determine a percentile. (e.g. 2013 CORK result = 5<sup>th</sup> out of 20 x multiplier of 2 = new placing 10<sup>th</sup> – 10/20 = 0.50 or 50%) The percentage of 3 regattas will be added together and divided by 3 to determine the average score for that year.

**Minimum Score Requirement:** In order for a regatta score to be eligible the percentage must not exceed 2.00. Please remember to work out each regatta score with the multiplier before submitting the final application.

<b>Regatta</b>	<b>Class</b>	<b>Skipper Name</b>	<b>Crew Name</b>	<b>Result</b>	<b>Fleet Size (minimum 5, please provide the total from all fleets, gold silver &amp; bronze if applicable)</b>	<b>Regatta Weighting Multiplier</b>
<b>CORK OCR 2014</b>						<b>2</b>
Class National Qualifying Regatta <b>2014</b>						<b>2</b>
Class Canadian Championships <b>2014</b>						<b>2.5</b>
Canadian Youth Championships <b>2014</b>						<b>2.5</b>
Class North Americans <b>2014</b>						<b>2</b>
Class World Championships <b>2014</b>						<b>0.75</b>
Youth World Championships <b>2014</b>						<b>2</b>
Class US Championships <b>2014</b>						<b>3</b>
Miami Olympic Classes Regatta <b>2014</b>						<b>1</b>
Class Mid-Winter Regatta <b>2014</b>						<b>2.5</b>
Mobility Cup <b>2014</b>						<b>4</b>
<b>CORK OCR 2015 (Int. for 29er only)</b>						<b>2</b>
Class Canadian Championships <b>2015</b>						<b>2.5</b>
Canadian Youth Championships <b>2015</b>						<b>2.5</b>
Class North Americans <b>2015</b>						<b>2</b>
Class World Championships <b>2015</b>						<b>0.75</b>
Youth World Championships <b>2015</b>						<b>2</b>
Class US Championships <b>2015</b>						<b>3</b>
Miami Olympic Classes Regatta <b>2015</b>						<b>1</b>
Class Mid-Winter Regatta <b>2015</b>						<b>2.5</b>
Mobility Cup <b>2015</b>						<b>4</b>

**Yearly Training Schedule: Score Value Maximum = 30 points**

Please complete and submit the provided Yearly Training Plan (YTP) and a copy of your current fitness program with this application. **The Yearly Training and competition plan will not be scored if submitted in any other format than the provided template. The templates can be found online at [http://ontariosailing.ca/Racing/Ontario\\_Sailing\\_Team/Quest\\_For\\_Gold.php](http://ontariosailing.ca/Racing/Ontario_Sailing_Team/Quest_For_Gold.php)**

The YTP templates and Fitness program submitted will be scored based on completeness with a total of **10 points** per template (maximum 20 points). The following chart outlines the scoring for this element. The GAI template is for information purposes only.

Percent Complete	Scoring
100%	10 Points
80%-99%	8 Points
60%-79%	6 Points
40%- 59%	4 Points
20%- 39%	2 Points
0% - 19%	0 Points

**10 Points will be awarded for Yearly Training Schedule and Strength & Conditioning sign off:** **5 points** for coach approval of YTP and **5 points** for strength and conditioning coach approval of training plan. (Contact information and credentials of both the coach and strength and conditioning coach must be included, minimum level 2 certified or higher and currently registered with CYA for sailing coaches, strength and conditioning coach must certified through a recognized S&C association with an undergraduate degree in Kinesiology or equivalent.)

**Training Camps: Score Value Maximum = 12 points**

Please indicate which training camps you participated in from December 2014 – November 2015. Training camps will be weighted equally with 3 points awarded per training camp attended to a maximum of 12 points. All information about a training camp must be included to score any points for that camp. Regular day-to-day training is not considered a Training Camp and will not be scored. **DO NOT INCLUDE THE FALL COMBINE.**

Camp Name	Camps Details: Location, Dates, Coaches, Focus Areas of training
<b>Fall Combine Camp Attendance</b>	Yes _____ No _____

**Fall Combine Camp: Score Value Maximum = 12 points (Olympic and Development cards only)**

Attended Combine	YES	NO
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I \_\_\_\_\_, confirm that this information is accurate and I understand that deliberate inaccuracies will result in the application not being considered. I also confirm that I have reviewed the checklist listed under "To Apply" to make sure my application is complete and includes all mandatory items.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Signature: \_\_\_\_\_  
(Parent or Guardian if under the age of 18)

Date: \_\_\_\_\_



Please note that after this year any athlete that has been funded in the QFG program for four years at the “Ontario Card” level must meet with the Ontario Sailing Athlete Development Committee to review their program before proceeding with a further application for funding.

**New for 2015:**

In order to be eligible for nomination with the 2015-2016 Quest for Gold, applicants must show consistent improvement from year to year. This progression is necessary to help identify athletes who are continuing to work hard toward achieving excellence.

The selection committee will be using the Regatta results provided as well as the fitness results from the Ontario Sailing Combine to determine if an athlete is progressing or regressing.

**Deposit:**

Along with the mentioned above, a deposit of \$500 must be made to Ontario Sailing with the completion of this application. This deposit will be used towards their Ontario Sailing Team Payment. The deposit can be made through an online payment at [www.ontariosailing.ca](http://www.ontariosailing.ca).

Should an athlete not make a deposit, their application will be considered incomplete and will not be included in the application process.

**Breaking a Tie:**

If there is a tie in the final score between 2 athletes, the Selection Committee will select the athlete with the best racing results from the most current year as the deciding factor. If there is still a tie, the athlete that has shown the best year over year results will then be selected.

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

**Alternates:** Ontario Sailing 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 2015-2016 fiscal year;
- An alternate 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).

**To Apply:**

All required information on the following checklist must be submitted no later than **December 4<sup>th</sup> 2015 by 4pm**

Application Complete	Regatta Results for 2013 AND 2014	Yearly Training Schedule sent electronically	Yearly Training Schedule signed off by a Certified Sailing Coach	Yearly Strength and Conditioning plan signed off by a certified Strength and Conditioning Coach (not a sailing coach)	Training Camp attendance up to 4 for maximum score	Attendance at Fall Combine recommended for full points	Application signed by athlete and guardian if under 18 sent in BEFORE December 4 <sup>th</sup> 2015pm deadline
<u>Mandatory</u>	<u>Mandatory</u>	<u>Mandatory</u>	<u>Mandatory</u>	<u>Mandatory</u>	<u>Mandatory</u>	<u>Recommended</u>	<u>Mandatory</u>

To:

Name: Cam Lymburner

Email: [programs@ontariosailing.ca](mailto:programs@ontariosailing.ca)

Address: 70 Unsworth Drive Unit 17 Hamilton ON L8W 3K4

1-905-572-7245, 905-572-6056

With a copy to:

Chris Hewson

Email: [chris@ontariosailing.ca](mailto:chris@ontariosailing.ca)

Any athlete requesting a "Residency Exception" must submit this information by November 27<sup>th</sup> 2015 by 4pm as detailed above.

It is the sole responsibility of the athlete to provide a full and complete application that meets all stated requirements. Ontario Sailing 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 Sailing** will not be considered valid or to have been received by the **Ontario Sailing** deadline.

An email will be sent by **December 4<sup>th</sup> 2015** confirming receipt. It is the athlete's responsibility to contact the Ontario Sailing 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.

**Ontario Sailing** will publish or make known a draft list of athletes nominated for Ontario Card status by no later than **January 14, 2016**.

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.

## Appeals

Athletes who have not been nominated for an Ontario Card by the Ontario Sailing 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 Sailing Selection Criteria are not grounds for an appeal and should therefore be discussed directly with the leadership of Ontario Sailing.

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

If the athlete is not satisfied with the Ontario Sailing 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 4 p.m. 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 Sailing, who will then submit a **“Response”** with MTCS by a specified deadline. The Response will outline why Ontario Sailing believes that the Selection Committee’s decision not to nominate the athlete should be upheld by the Appeals Committee. MTCS will share the Ontario Sailing Response with the athlete.

If, after receiving the Ontario Sailing Response, the athlete believes that Ontario Sailing 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 Sailing.

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

1. Direct Ontario Sailing 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 Sailing 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 Sailing is encouraged to resolve disputes or disagreements informally with athletes who have not been nominated to avoid, wherever possible, formal appeals.

The deadline for athletes to submit an **“Athlete’s Notice of Appeal”** to the Appeals Committee is January 25, 2016 at 12 noon

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  
Suite 2302, 777 Bay Street  
Toronto ON M7A 1S5

**2015-2016 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 November 12, 2015 for Cycle 1 or 12 noon on January 25, 2016 for Cycle 2. 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, Suite 2302, Toronto ON M7A 1S5**  
**Fax: 416-314-7458 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. (Note: If your PSO/MSO did not provide you with any reasons, please make a request to your PSO/MSO to see these reasons before completing this Appeal Template.)**

**In the space below (continue on to next page as needed), provide a detailed account of the situation to allow the Appeals Committee to understand the basis of the appeal (please submit additional pages/supporting documentation as necessary):**

**PLEASE NOTE that all decisions of the Appeals Committee are final.**

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Print Name of Appellant                      Signature of Appellant                      Date

All information provided to the Appeals Committee will be shared with both the Appellant and the PSO/MSO.