



# YUKON HIGH PERFORMANCE ATHLETE ASSISTANCE PROGRAM

## INCLUDED IN THIS PACKAGE

- A) PROGRAM INFORMATION
- B) GRANT APPLICATION

## INSTRUCTIONS

1. Please download and save the application form and its contents as a PDF document. Download the latest version of Adobe Reader at [www.adobe.com](http://www.adobe.com).
2. Fill out the application electronically.
3. Applications must be reviewed and endorsed by the President or authorized representative of the Yukon Sport Governing Body (YSGB).
4. The following supporting documents must accompany your application:
  - Athlete's cover letter
  - Athlete's 12-Month Training Plan
  - Letter of Endorsement from Head Coach
  - Letter of Endorsement from YSGB (mandatory, if YSGB exists)
  - Letter of Endorsement from NSO (mandatory for Gold Level)

5. **Please submit the completed forms and supporting documents to:**

Physical address: Yukon Sport & Recreation Administration Building  
4061 - 4th Avenue, Whitehorse

By mail: Government of Yukon  
Sport & Recreation Branch, C-10  
Box 2703  
Whitehorse YT Y1A 2C6

By fax: We will not be accepting faxed documents due to poor quality

By email: Scanned (signed) documents are acceptable by email

For more information: Trevor Twardochleb, Sport Consultant  
Telephone: (867) 667-5606  
1-800-661-0408 (ext. 5606) toll-free  
[trevor.twardochleb@gov.yk.ca](mailto:trevor.twardochleb@gov.yk.ca)

**APPLICATION DEADLINE: APRIL 20, 2018**

**Government of Yukon Sport & Recreation Branch and the High Performance Jury reserve the right to deny or reduce funding if an application is incomplete or submitted after the application deadline.**

## INTRODUCTION

- The Yukon High Performance Athlete Assistance Program (YHPAAP) provides grants to help offset training and competition expenses incurred by selected Yukon athletes who are able to demonstrate that they are competing at a “high performance level” as defined by this program.
- The program is intended to assist athletes as they continue to show improvement in their sport from year to year which is demonstrated by their performance and results.
- The Government of Yukon Sport and Recreation Branch (SARB) and the Yukon Lottery Commission provide funding for this and other programs. The Yukon Recreation Advisory Committee (YRAC) allocates these funds to the various programs. A High Performance Jury then reviews the applications and makes recommendations for distribution.

## APPLICATION AND FUNDING PROCESS

- Applications and supporting documentation **must** be reviewed and endorsed by the president or authorized representative of your YSGB.
- Incomplete applications or those not received by the deadline will not be considered.
- The deadline for application is April 20, 2018.
- The High Performance Jury relies almost entirely on the information provided by the athlete in their application. For this reason, it is vitally important that the athlete ensure that all of the required and beneficial information is provided, that the information is accurate, and that it is presented in a manner that will convince the jury of the merit of the application. Completeness, accuracy, neatness, and timeliness are critical.
- YSGB may be required to prioritize applications upon SARB request.
- Priority is given to sports that are involved in Canada Games and Olympic programs.
- The jury will only consider results from competitions where five or more athletes have participated.
- Athletes and YSGB will be advised of funding decisions by letter.
- All grant money is advanced to the appropriate YSGB, which in turn disperses the money to the athlete.
- Claim forms must be submitted to receive the YHPPA grant.
- Athletes must submit a post-season report to SARB by April 19, 2019.
- YHPAAP funding cannot be released until all outstanding reports have been submitted and approved.

## SUPPORTING DOCUMENTATION

- **Athlete’s cover letter (*mandatory*)**
- A cover letter must be included, which presents your personal perspective on how you see yourself as a high performance athlete in your sport and your goals for the future
- **Athlete’s 12-month training plan (*mandatory*)**
  - The 12-month training plan must indicate the following:
    - nature of training,
    - the number of sessions and hours per week,
    - as well as the planned competitions for the complete 12-month period.
- It is the responsibility of the YSGB to approve and monitor training and competition programs of those athletes training outside of the Yukon. If the training program for the upcoming year has not yet been established, the athlete must provide a copy of the training program for the prior year and be prepared to update it once the new program has been established. Applications that do not include a 12-month training and competition program will not be considered.
- **Letter of endorsement from head coach (*mandatory*)**
- **Letter of endorsement from YSGB (*mandatory, if YSGB exists*)**
- **Letter of endorsement from NSO (*mandatory for gold level*)**

## ELIGIBILITY CRITERIA

### Athletes must:

1. Be a Canadian citizen, or a permanent resident of Canada or an individual whose family is in Canada on work visa, for at least twelve months prior to deadline of submission.
2. Be a resident of the Yukon six months prior to the deadline for submission. If attending an educational institution outside of the Yukon, the applicant must have Yukon resident status.
3. Athletes must apply on an individual basis. Individuals from team sports are also considered under this program.
4. Be a member in good standing of a recognized YSGB, if one exists.
5. Athletes must adhere to all major games, YSGB, National Sport Organization (NSO), competition codes of conduct.
6. Have been eligible to compete as a Yukon athlete in the previous competitive season.
7. Be eligible to compete for and represent the Yukon in inter-provincial competitions.
8. Athletes must compete for Yukon, if their program allows, at the Western Canada Games and Canada Games
9. Be on a formal 12-month training and competition program agreed to and monitored by the YSGB, coaches, and athlete.
10. Have shown potential for a national ranking and/or achieved national ranking or placement in recognized territorial/provincial/national/international competitions.
11. Be willing and voluntarily submit to prescribed testing for banned and/or illegal substances when requested by the Canadian Centre for Ethics in Sport, SARB, YSGB, (NSO), or competition organizers.
12. Be willing, upon reasonable request, to share their knowledge and experience with other developing athletes by participating in at least one opportunity of “giving back.”

**Note:** Athletes considering a path to the NCAA must be aware of the requirements to declare such funding.

## FACTORS THAT MAY IMPACT ELIGIBILITY

An athlete's eligibility may be impacted by any of the following:

- Failure to actively train on a 12-month basis with Yukon teams and compete in major games, national championships, etc.
- In the event of injury requiring lengthy rehabilitation, SARB, in consultation with the YSGB and the Jury, will determine whether funding will be affected. At all times, the athlete must make every effort to rehabilitate and return to active participation as soon as medically possible and/or appropriate. Medical reports may be requested by the YSGB and SARB.
- Use of non-medically prescribed, banned, or illegal substances, and other similar prohibited performance enhancing substances or techniques.
- Failure to fulfill commitments to a “giving back” opportunity.
- Failure to achieve goals and objectives established in the previous year's training program without sufficient reason.
- Failure to comply with major games, YSGB, National Sport Organization (NSO), competition code of conduct.
- Failure to document any previous YHPAAP assistance, i.e. outstanding post-season reports.
- Incomplete or late applications.

## FUNDING ASSISTANCE LEVELS

The High Performance Jury reserves the right to move an athlete between the levels of funding.

### BRONZE ASSISTANCE LEVEL: UP TO \$ 2,500

- The athlete must have demonstrated significant results at a provincial or equivalent level.
- The athlete must be a top-level athlete with demonstrable provincial team calibre or potential to make a provincial team.
- The athlete must have demonstrated the skill and potential to graduate to the silver/gold levels.

***Bronze level funding is for a maximum of two consecutive years.***

### SILVER ASSISTANCE LEVEL: UP TO \$ 4,000

- The athlete must have demonstrated significant results at Western Canadian or equivalent level.
- The athlete must have demonstrated the skill and potential to graduate to the gold level.

***Silver level funding is for a maximum of three consecutive years.***

### GOLD ASSISTANCE LEVEL: UP TO \$ 7,000

- Have demonstrated significant performance at the national/international level.
- The athlete must be identified as a potential national team athlete.

### ADDITIONAL FUNDING

- ***An additional \$500 will be available for those who have participated in a Junior World Championship.***
- ***An additional \$1,000 will be available, upon application, to those athletes that represent Yukon and Canada as a member of Team Canada at the Pan American Games, Commonwealth Games, Olympic Games or World Championships.***

## HIGH PERFORMANCE ATHLETE GRANT APPLICATION

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### ACCESS TO INFORMATION & PROTECTION OF PRIVACY ACT (ATIPP) DISCLAIMER

Reference Section 30 (2)

This information is being collected under the authority of the Recreation Act to be used for the purpose of adjudicating each grant application by the High Performance Jury.

**SECTION 1 – PERSONAL INFORMATION**

**A. Name of Yukon Sport Governing Body:**

**B. Contact information**

Name of applicant:

Mailing address:

Date of birth: **YYYY / MM / DD**

Age on April 1 (upcoming):

Phone #:

Email:

**C. Citizenship and residency**

Are you a Canadian Citizen?

Yes  No

If 'No', date on which you became a permanent resident or arrive in Canada with family on work visa: **YYYY / MM / DD**

Date on which you became a Yukon resident: **YYYY / MM / DD**

**D. Education**

Are you a student?

Yes  No

If 'Yes', provide details of the educational institution you will be attending this year:

Term of attendance:

From: **YYYY / MM**

To: **YYYY / MM**

Name of educational institution:

Location of educational institution:

**E. Training**

Are you training 12 months of the year?

Yes  No

On average, how many hours do you train each week?

**SECTION 2 – AFFILIATION, CLASSIFICATION AND NATIONAL TEAM STATUS**

**AFFILIATION**

Name of coach:

Name of local sport affiliate:

Name of YSGB:

Name of NSO:

## SECTION 2 – AFFILIATION, CLASSIFICATION AND NATIONAL TEAM STATUS

### CLASSIFICATION

	PREVIOUS SEASON	CURRENT SEASON
Competitive / training season		
Duration of season		
Classification (Jr., Sr., Open, etc.)		
Discipline / event		

### NATIONAL TEAM STATUS (start with most previous year completed)

	Year	Year	Year
Are you, or were you, invited to a training camp by a national sport governing body?	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Did you become a national team member?	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
If you did not become a national team member, are you on a reserve list?	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Are you, or have you, been a carded athlete? If so please indicate the level and amount. Please indicate the amount of funding and services that was provided.	Level:	Level:	Level:
	\$	\$	\$

## SECTION 3 – PAST SEASON RESULTS

### RESULTS OF MAJOR EVENTS FROM LAST COMPLETED SEASON

Level of competition (e.g. Territorial, Provincial, Westerns National, or International)					
Name of competition					
Date					
Location					
Classification					
Discipline/event					
Number of competitors					
Final ranking	of	of	of	of	of

Additional achievements not previously listed :

**SECTION 4 – FUNDING REQUESTED**

Total training and competition budget for this season:	\$
Level of assistance anticipated:	<input type="checkbox"/> Gold <input type="checkbox"/> Silver <input type="checkbox"/> Bronze
Total grant requested:	\$

A successful applicant will be recognized at the appropriate level based on performance/results and will only be provided funding at a level that corresponds to need as determined by the budget and the funds available.

**SECTION 5 – THREE-YEAR HISTORY (START FROM MOST PREVIOUS YEAR COMPLETED)**

Year:	Name of team coach:
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Training location:

RACES / EVENTS / COMPETITIONS ATTENDED	TEAM / INDIVIDUAL PLACING / AWARDS
1.	
2.	
3.	
4.	
5.	
6.	

Year:	Name of team coach:
-------	---------------------

Training location:

RACES / EVENTS / COMPETITIONS ATTENDED	TEAM / INDIVIDUAL PLACING / AWARDS
1.	
2.	
3.	
4.	
5.	
6.	

Year:	Name of team coach:
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Training location:

RACES / EVENTS / COMPETITIONS ATTENDED	TEAM / INDIVIDUAL PLACING / AWARDS
1.	
2.	
3.	
4.	
5.	
6.	

**SECTION 6 – THREE-YEAR PLAN (START WITH UPCOMING YEAR)**

What are your athletic goals over the next three years?  
At what events do you wish to represent the Yukon or Canada?  
Please indicate the particular benefit of each proposed competition.

<b>YEAR:</b>	<b>BENEFITS OF THIS TRAINING OR COMPETITION</b>
1.	
2.	
3.	
4.	
5.	
6.	

  

<b>YEAR:</b>	<b>BENEFITS OF THIS TRAINING OR COMPETITION</b>
1.	
2.	
3.	
4.	
5.	
6.	

  

<b>YEAR:</b>	<b>BENEFITS OF THIS TRAINING OR COMPETITION</b>
1.	
2.	
3.	
4.	
5.	
6.	



**SECTION 7 – FINANCIAL STATEMENTS FOR UPCOMING YEAR**

DESCRIPTION	LOCATION	DATE	TYPE OF EXPENSE	AMOUNT
<b>Revenue</b>				
				\$
				\$
				\$
				\$
				\$
<b>Total revenue</b>				\$
<b>Competition expenses</b> (registration, travel, accommodation, meals, other related competition expenses)				
				\$
				\$
				\$
				\$
				\$
<b>Total competition expenses</b>				\$
<b>Training expenses</b> (registration, equipment, fees, other related training expenses)				
				\$
				\$
				\$
				\$
				\$
<b>Total training expenses</b>				\$
<b>Cost of living expenses</b>				
				\$
				\$
				\$
<b>Total cost of living expenses</b>				\$
<b>TOTAL EXPENSES</b>				\$

## SECTION 8 – PLANNED ‘GIVING BACK’ ACTIVITY

Athletes are required to share their knowledge and experience with other developing athletes by participating in at least one opportunity of “giving back” in Yukon/for Yukon Sport. For those athletes who reside and train in the Yukon, this can occur within the normal training and competition environment. For athletes who have moved outside of the Yukon, the giving back opportunity could occur in the form of making a presentation to local athletes, participating in a training camp with local athletes, assisting Yukon athletes when they travel outside of the Yukon to compete, or other similar manner.

SARB can assist in facilitating a “giving back” activity for athletes who do not have a YSGB. It is the athlete’s responsibility to request assistance if so desired.

A plan for “giving back” must be identified in the application and reported within the post-season report.

## SECTION 9 – DECLARATION

As the Applicant for the YHPAAP I authorize my YSGB to submit this request on my behalf and I verify that the information provided in this Application is true and accurate.

Applicant's signature:	Date:
Parent's authorization if applicant is under 19 years of age:	Date:
As the head coach of the applicant, I hereby certify that the goals and benefits described in the three year plan are accurate and realistic.	
Head coach's signature:	Date:
As president of the applicant's YSGB, I hereby certify that the athlete identified on this application is a registered member of our YSGB, is on a regular, ongoing, and year-round supervised training program, and receives our organization's full executive support in this application for YHPAAP. The organization named herein has read, understands, and accepts the terms of this Application	
President's signature:	Date: