



## **KARATE ASSOCIATION OF ONTARIO**

### ***Quest for Gold – Ontario Athlete Assistance Program 2011-2012*** **ATHLETE SELECTION CRITERIA TEMPLATE**

*Quest for Gold – Ontario Athlete Assistance Program 2011-2012 (OAAP)* is funded by the Government of Ontario, through the Ministry of Health Promotion and Sport (MHPS), and operated through the Sport, Recreation & Community Programs Branch. The overarching goal of the *Quest for Gold – OAAP* is directly related to the Enhanced Excellence goals of the *Canadian Sport Policy* – to improve 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 program will provide direct financial assistance to Ontario junior-aged athletes through an “Ontario Card” designation. “Junior-aged athlete” is defined as those athletes who fall within the eligible age range for the Canada Games - 11 to 22 years of age. A PSO/MSO with a NSO-approved Long Term Athlete Development Model (LTADM) that identifies older athletes in the “Train to Train” and “Train to Compete” categories may apply to MHPS for a variation to this 11-22 age range. A PSO/MSO may choose to allocate a maximum of 30% of its carding allotment to 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.

The intent of the OAAP is to provide funding to individual athletes based on their demonstrated commitment to high performance sport, allowing them to pursue athletic excellence at the highest levels of national and international competition.

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

In accordance with the OAAP guidelines, the KARATE ASSOCIATION OF ONTARIO is responsible for developing sport specific selection criteria and forming a Selection Committee that will apply the criteria to select those athletes who will be awarded Ontario Card status in 2011-2012. The Selection Criteria are approved by the Board of Directors and reviewed by MHPS staff. Nominated athletes will be required to sign and comply with an Athlete Agreement between the athlete and KARATE ASSOCIATION OF ONTARIO. Carding status will be for one year starting April 1, 2011 ending March 31, 2012.

In 2011-2012, the MHPS allocated a certain amount of OAAP Ontario Cards to each eligible Provincial Sport / Multi-Sport Organization (PSO/MSO). KARATE ASSOCIATION OF ONTARIO has been allotted a total of 4 Ontario cards (split evenly as 2 male and 2 female Cards).

The KARATE ASSOCIATION OF ONTARIO has also decided to exercise the option made available by MHPS 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 MHPS 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).

As a result, the 4 cards issued to KARATE ASSOCIATION OF ONTARIO will be allocated as follows:

	Male	Female
Full Cards – 2	1	1
Half Cards – 2 full cards = 4 half cards	2	2

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

Category	Number of cards
18+ Senior Athletes	2 Full Cards (1 male, 1 female)
14-17 Cadet / Junior Athletes	1 Full Cards = 2 Half Cards (1 male, 1 female)
18-21 Athletes	1 Full Cards = 2 Half Cards (1 male, 1 female)

The Selection Committee, which has been approved by the PSO/MSO Board of Directors is comprised of the following members:

Craig Vokey, Vice President, KAO, Committee Chair  
 Joshua Drury, Executive Director, KAO  
 Jim Jennings, Coaching Committee Chair, KAO  
 Kraig Devlin, National Coach, High Performance Committee Member, Karate Canada  
 Olivier Pineau, Executive Director, Karate Canada

### How much funding is available?

The exact level of funding for the 2011-2012 carding year will be determined by the MHPS after the total number of athletes nominated for Ontario Card status has been determined. Funding will be released prior to March 31, 2012.

### How will the KARATE ASSOCIATION OF ONTARIO Selection Committee decide who receives funding?

The KARATE ASSOCIATION OF ONTARIO Selection Committee will use both the Ministry of Health Promotion and Sport Eligibility Criteria and the Sport Specific Selection Criteria detailed below to determine which athletes will be nominated for Ontario Card status in 2011-2012:

#### Ministry of Health Promotion and Sport Eligibility Criteria:

All athletes must meet the Ministry of Health Promotion and Sport's minimum athlete eligibility criteria:

- Athlete must be a Canadian citizen or landed immigrant.
- Athletes who have achieved Canada Card status are not eligible for Ontario Cards.
- Athlete must be a permanent resident of Ontario **for one year prior** to his/her nomination for carding status.
- Athletes must be living in and continuing to train in Ontario. Exceptions shall be made **on a case specific basis by the PSO/MSO Selection Committee** provided that the athlete can substantiate in writing at the time of application/nomination for carding status 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. Any documentation required to clarify this “residency exception” must be submitted in its entirety to the **KARATE ASSOCIATION OF ONTARIO** Selection Committee by no later than **November 28, 2011** in order to be considered. Documentation related to exception (a) above may include, but shall not be limited to, a letter from the athlete’s NSO outlining the following, as well as any other pertinent information:

- 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 KARATE ASSOCIATION OF ONTARIO.
- 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 2011/2012;
  - Athlete must demonstrate a commitment and dedication to a proper training and competitive program;
  - Athlete’s coach must be minimum Level 2 NCCP certified or trained status Competition Stream or the sport’s equivalent in the Instruction Stream;
  - 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 see the 2011-2012 *Quest for Gold* Athlete Handbook for details of this exemption, including a list of documents needed to verify eligibility for this waiver of the one-year Ontario residency requirement.

## **Important Notes:**

- 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.
- An athlete that received Sport Canada Carding during any part of MHPS' fiscal year April 1, 2010 to March 31, 2011 and/or any part of fiscal year April 1, 2011 and March 31, 2012 and is no longer in receipt of Sport Canada Athlete Assistance shall not be eligible to receive *Quest for Gold* funding during fiscal year 2011-2012 (April 1, 2011 to March 31, 2012.) 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. However, exceptions may apply and will be considered by the MHPS on a case-by-case basis. Exceptions may include, but may not be limited to logistical or administrative changes (ex. reduction in Sport Canada carding allocation), injuries, etc. KARATE ASSOCIATION OF ONTARIO must contact MHPS in writing prior to the submission of the Athlete Nominations to seek individual exceptions.
- 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 who are attending any foreign post-secondary educational institution (including NCAA institutions) and are receiving an athletic scholarship in any sport are not eligible to receive OAAP support.
- 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

Customer service hours - 8 a.m. to 6 p.m. Eastern time Monday through Friday.

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

- In the event of a conflict or inconsistency between the MHPS eligibility requirements detailed in the MHPS 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 MHPS Binder/Athlete Handbook shall prevail.

### **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, 2011 to March 31, 2012) and who continue to meet AAP and OAAP eligibility requirements will automatically be considered for a *Quest for Gold* 'Canada Card'. MHPS 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.

## **Sport Specific Athlete Selection Criteria:**

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

### **Important Information \***

1. Sport Canada-Carded athletes are not eligible for the Quest for Gold Ontario Card program. They are however eligible for the Quest for Gold Canada Card program. Eligible athletes will be automatically contacted by MHPS for inclusion in this program.
2. To be considered, the athlete must be a member in good standing with the Karate Association of Ontario and Karate Canada. The athlete's Dojo must be in full compliance with the membership provisions of KAO.
3. To be considered for carding the athlete must be participating in a year-round training and competition program at a recognized KAO Dojo under the guidance of a Coach with NCCP Certification. Athletes being considered or in receipt of carding are expected to participate in; Provincial Grand Prix tournaments, National Championships (for Ontario), Ontario Summer Games (if of age) Ontario Team Training and Karate Association of Ontario athletic events.
4. An athlete can be carded for only one category, 18+ or 18-21 or 14-17 and only one discipline, Kata or Kumite.
5. Athlete cards are assigned by priority with the higher priority taking precedence and are based on performance at the listed events. For equal performance, Kumite will be ranked higher than Kata.
6. References under the Carding Criteria to Senior or Junior World Championships, Pan American Games, Pan American Senior Championships, Pan American Junior Championships and National Championships, refer only to those events that take place in the current carding cycle, from March 2011 to October 31, 2011.
7. Athletes must have competed in the division for which they are applying; 18+ or 18-21 or 14-17 at the Senior or Junior World Championships, Pan American Games, Pan American Senior Championships, Pan American Junior Championships and National Championships.
8. Team events are not considered.
9. Athletes will be expected to submit a copy of their yearly training plan, details on their coach (Name, NCCP qualifications and number), updated KAO Athlete Agreement for 2011-2012, detailed national and international competition history, short biography and passport size photo.
10. All submissions must be via email at the address listed on the KAO website. All submissions will receive a confirmation. Please note deadlines as listed on the KAO website.

**\* This is a summary only. In order to qualify for *Quest for Gold* – OAAP Funding, athletes must meet the minimum eligibility requirements as set out by the Ministry of Health Promotion and Sport, as well as the selection criteria and Conditions of Carding of the Karate Association of Ontario.**

# Senior Athlete 18+ Carding Criteria

- An athlete may be carded for Kata or Kumite, not both. Performances do not cross accumulate.
- References to Senior World Championships, Pan American Games and Senior Pan American Championships refer to those events that take place in the current carding cycle March 2011 to October 31, 2011. Applicants must have competed in 18+ (senior) divisions at these events to apply.
- These criteria are in addition to Quest for Gold OAAP program qualification and eligibility regulations.

- **Priority 1 Athletes: Senior World Championships**

Placing in the top 8 and top half of the field (pool) with at least one win at the most recent World Karate Federation's Senior World Championships (Senior World Championships). Bye and absence of adversary do not count as a win.

- **Priority 2 Athletes: Pan-American Games**

Placing in the top 8 and top half of the field (pool) with at least one win at the Pan-American Games. Bye and absence of adversary do not count as a win.

- **Priority 3 Athletes: Senior Pan-American Championships**

Individual Kumite weight categories and individual Kata category: Athletes with the highest placing in the top 3 (podium) in the official WKF-approved Kumite weight categories and individual Kata category at the Senior Pan-American Championships will be ranked higher. For equal Kata and Kumite placing; Kumite will be ranked higher.

- **Priority 4 Athletes: Senior Pan-American Championships**

Top 3 Open Weight Kumite category: Athletes with the highest placing in the top 3 (podium) in Open Weight Kumite category at the Senior Pan-American Championships will be ranked higher.

- **Priority 5 Athletes: Senior Pan-American Championships**

WKF-approved Kumite weight categories and individual Kata category: Placing in top 8 and top half of the field (pool) with at least one win. Bye and absence of adversary do not count as a win. Individual weight categories are ranked higher than kata.

- **Priority 6 Athletes: Senior Pan-American Championships**

Top 8 Open Weight Kumite categories: Placing in top 8 and top half of the field (pool) with at least one win. Bye and absence of adversary do not count as a win.

- **Priority 7 Athletes: National Championships**

Individual Kumite weight categories; Individual Kata category; open weight: Gold medalist at most recent Karate Canada National Championships. Individual weight category takes precedence over Kata; Kata takes precedence over open weight category.

### **Tie Breaking for Senior Cards**

Criteria will be applied as follows should a tie exist within the Carding Priorities 1 to 7.

- A. The athlete with the highest placing at the most recent Senior World Championships will be ranked higher (if included in the current carding cycle).

If two or more athletes have the same placing at the most recent Senior World Championships, the athlete with the most wins at the most recent Senior World Championships will be ranked higher (if included in the current carding cycle). Bye and absence of adversary do not count as a win.

- B. If the tie remains, the athlete with the highest placing at the 2011 Pan-American Games will be ranked higher.

If two or more athletes still have the same placing at the 2011 Pan-American Games, the athlete with the most wins at the 2011 Pan-American Games will be ranked higher. Bye and absence of adversary do not count as a win.

- C. If two or more athletes have the same number of wins at the Pan-American Games, the athlete with the highest placing at the most recent Senior Pan-American Championships will be ranked higher with Kumite taking precedence over Kata and individual weight taking precedence over open weight for equal standing.

- D. If two or more athletes still have the same placing at the most recent Senior Pan-American Championships, the athlete with the most wins at the most recent Senior Pan-American Championships will be ranked higher.

- E. If a tie remains the athlete with the most wins at the most recent Karate Canada National Championships will be ranked higher.

- F. If after the application of this ranking process a tie still exists, a final decision will be taken by the Karate Ontario OAAP Committee. The committee's decision is final.

## 18 to 21 Athlete Carding Criteria

- An athlete may be carded for Kata or Kumite, not both. Performances do not cross accumulate.
- An athlete must have competed in the 18 to 21 division for the carding cycle.
- An athlete must still be 21 upon the final date for application available on the Karate Ontario web site.
- References to World Championships, Pan American Championships and National Championships refer to those events that take place in the current carding cycle from March 2011 to October 31, 2011 and offer the 18-21 division.
- These criteria are in addition to Quest for Gold OAAP program qualification and eligibility regulations.

- **Priority 1 Athletes: Junior World Championships 18-21**

Placing in the top 8 and top half of the field (pool) with at least one win at the most recent World Karate Federation's World Junior Championships (18-21). Bye and absence of adversary do not count as a win. For equal Kata and Kumite placing Kumite will be ranked higher.

- **Priority 2 Athletes: Junior Pan-American Championships 18-21**

Placing in the top 8 and top half of the field (pool) with at least one win in the official WKF-approved Kumite weight categories and Kata category at the Junior Pan-American Championships. Bye and absence of adversary do not count as a win. For equal Kata and Kumite placing Kumite will be ranked higher.

- **Priority 3 Athletes: National Championships 18-21**

The Gold medalist at the most recent Karate Canada National Championships will be ranked higher. For equal Kata and Kumite placing Kumite will be ranked higher.

### **Tie Breaking for 18 to 21 Cards**

Criteria will be applied as follows should a tie exist within the Carding Priorities 1 to 3.

- A. The athlete with the highest placing at the most recent Junior World Championships (18-21) will be ranked higher.
- B. If two or more athletes have the same placing at the most recent Junior World Championships, the athlete with the most wins at the most recent Junior World Championships will be ranked higher. Bye and absence of adversary do not count as a win.

- C. If two or more athletes have the same number of wins at the Junior World Championships, the athlete with the highest placing at the most recent Junior Pan-American Championships will be ranked higher with Kumite taking precedence over Kata.
- D. If two or more athletes still have the same placing at the most recent Junior Pan-American Championships, the athlete with the most wins at the most recent Junior Pan-American Championships will be ranked higher.
- E. If a tie remains the athlete with the most wins at the most recent Karate Canada National Championships will be ranked higher.
- F. If after the application of this ranking process a tie still exists, a final decision will be taken by the Karate Ontario OAAP Committee. The committee's decision is final.

## **14 to 17 Athlete Carding Criteria**

- **An athlete may be carded for Kata or Kumite, not both. Performances do not cross accumulate.**
- **An athlete must have competed in the 14 to 17 divisions for the carding cycle.**
- **An athlete must still be 17 upon the final date for application available on the Karate Ontario web site.**
- **References to World Championships, Pan American Championships and National Championships refer to those events that take place in the current carding cycle from March 2011 to October 31, 2011 and to the 14-17 divisions.**
- **These criteria are in addition to Quest for Gold OAAP program qualification and eligibility regulations.**

- **Priority 1 Athletes: Junior World Championships**

Placing in the top 8 and top half of the field (pool) with at least one win at the most recent World Karate Federation's World Junior Championships. Bye and absence of adversary do not count as a win. For equal Kata and Kumite placing Kumite will be ranked higher.

- **Priority 2 Athletes: Junior Pan-American Championships**

Placing in the top 8 and top half of the field (pool) with at least one win in the official WKF-approved Kumite weight categories and Kata category at the Junior Pan-American

Championships. Bye and absence of adversary do not count as a win. For equal Kata and Kumite placing Kumite will be ranked higher.

- **Priority 3 Athletes: National Championships**

The Gold medalist at most recent Karate Canada National Championships will be ranked higher. For equal Kata and Kumite placing Kumite will be ranked higher.

### **Tie Breaking for 14 to 17 Cards**

Criteria will be applied as follows should a tie exist within the Carding Priorities 1 to 3.

- A. The athlete with the highest placing at the most recent Junior World Championships will be ranked higher.
- B. If two or more athletes have the same placing at the most recent Junior World Championships, the athlete with the most wins at the most recent Junior World Championships will be ranked higher. Bye and absence of adversary do not count as a win.
- C. If two or more athletes have the same number of wins at the Junior World Championships, the athlete with the highest placing at the most recent Junior Pan-American Championships will be ranked higher with Kumite taking precedence over Kata.
- D. If two or more athletes still have the same placing at the most recent Junior Pan-American Championships, the athlete with the most wins at the most recent Junior Pan-American Championships will be ranked higher.
- E. If a tie remains the athlete with the most wins at the most recent Karate Canada National Championships will be ranked higher.
- F. If after the application of this ranking process a tie still exists, a final decision will be taken by the Karate Ontario OAAP Committee. The committee's decision is final.

**Alternates:** KARATE ASSOCIATION OF ONTARIO 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 2011-2012 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 must be submitted no later than November 28, 2011 to: **Q4G@karate-ontario.com**

- Application is accepted by electronic submission only (email) at the address listed. Applications sent in another format, or to a different email address, will not be accepted
- Please note the application deadline of November 28, 2011. No applications will be accepted after this time
- Please submit your demographic info (name, address, birth date, age as of November 28, 2011)
- Please provide your Karate Ontario number and Dojo number
- Please provide your Coaches name, coaching number and qualifications from NCCP Program
- Please specify which category you are applying under 18+, 18-21, 14-17
- Please specify under which Priority you are applying
- Please provide relevant results that qualify you under this priority
- Please submit your periodized training plan
- Please provide a passport size photo (electronically)
- Please provide your karate biography
- Please provide your completed Athlete agreement with Karate Ontario

### Please submit to:

Name: Craig Vokey  
Email: **Q4G@karate-ontario.com**  
Address: **531 Atkinson Ave, Unit 8 Thornhill, ON, L3T 3M6**  
Phone number, Fax number: 705 691-1212 / 705 522-5744

An email will be sent by **December 05, 2011** confirming receipt. It is the athlete's responsibility to contact the KARATE ASSOCIATION OF ONTARIO 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.

**KARATE ASSOCIATION OF ONTARIO** will publish or make known a draft list of athletes nominated for Ontario Card status by no later than **January 13, 2012**.

## Appeals

Athletes who have not been nominated for an Ontario Card by the KARATE ASSOCIATION OF ONTARIO 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 MHPS. Appeals will be

heard by an Appeals Committee comprised of representatives from the sport community, selected by the MHPS.

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.

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

If the athlete is not satisfied with the PSO/MSO's response, the athlete may submit a Notice of Appeal, found below. A Notice of Appeal will only be accepted on the MHPS-provided template (typed or hand-printed, no hand-written entries) through email, regular post, registered mail, courier or delivered in person. The Notice of Appeal must be received by MHPS 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 MHPS has received the Notice of Appeal, it will share it with KARATE ASSOCIATION OF ONTARIO, who will then have an opportunity to file a "Response" with MHPS by a specified deadline. The Response will outline why KARATE ASSOCIATION OF ONTARIO believes that the Selection Committee's decision not to nominate the athlete should be upheld by the Appeals Committee. MHPS will share the KARATE ASSOCIATION OF ONTARIO Response with the athlete.

If, after receiving the KARATE ASSOCIATION OF ONTARIO Response, the athlete believes that KARATE ASSOCIATION OF ONTARIO 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 MHPS, 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 MHPS-provided template.

Once MHPS 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 KARATE ASSOCIATION OF ONTARIO.

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

1. Direct KARATE ASSOCIATION OF ONTARIO 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 KARATE ASSOCIATION OF ONTARIO 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:** KARATE ASSOCIATION OF ONTARIO 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

Cycle Two: January 26, 2012.

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

*Quest for Gold* Ontario Athlete Assistance Program Appeals Committee  
c/o Sport, Recreation and Community Programs Branch  
Ministry of Health Promotion and Sport  
Suite 702, 777 Bay Street  
Toronto, Ontario M7A 1S5

**2011/2012 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 4:00 p.m. on October 27, 2011 for Cycle 1 and 4:00 p.m. on January 26, 2012 for Cycle 2. Appeals will only be accepted on the MHPS-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 Health Promotion and Sport  
777 Bay Street, Suite 702, Toronto ON M7A 1S5  
Fax: 416-314-6301 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.