

# **SASK FIRST PROGRAM**

## **Policies and Procedures**

### **A. OBJECTIVES**

#### **1. Mission Statement**

To provide an environment in which high performance Saskatchewan bowlers have the opportunity to achieve the highest level in the sport of bowls.

#### **2. Vision**

To develop programs for high performance Saskatchewan bowlers that will enable them to achieve provincial, national and international success.

To develop coaches to identify, prepare and coach our Sask First athletes, and to increase our coaches' opportunities for educational experience and exposure to a higher calibre of bowling.

#### **3. Values**

Commitment to:

- a. The pursuit of excellence in bowls.
- b. Fostering teamwork, mutual respect and sportsmanship.
- c. Encouraging innovation and learning.
- d. Integrity, fairness and transparency in all aspects.
- e. A strong work ethic which is driven by enthusiasm and passion.

### **B. SASK FIRST COMMITTEE RESPONSIBILITIES**

#### **1. Committee**

- a. There shall be a minimum of four (4) members and a maximum of seven (7) member on the Sask First committee
- b. A Bowls Saskatchewan Vice-President will be appointed as an ex-officio member of the committee by Bowls Sask.
- c. The Committee will elect a Chairperson.
- d. The Chairperson will vote only in the case of a tie.
- e. A quorum will consist of more than 50% of the voting members.
- f. The Chairperson will report to the Executive Committee when necessary.
- g. The committee members will be identified on the Bowls Sask website.

#### **2. Roles and Responsibilities.**

- a. Prepare an operational budget to be submitted to Bowls Sask Executive by December 31<sup>st</sup> of each year.
- b. Review goals and objectives of the Sask First Program on an annual basis, to ensure Program is on target.
- c. Provide a Policy and Procedures manual for the benefit of the Players and itself.
- d. Review criteria for the selection and removal of Sask First athletes on an annual basis.
- e. Sask First points will be accrued based on the previous calendar year (Jan 1 – Dec 31). Points are based on Sask First eligibility criteria. Bowlers must submit a summary of their previous year's results by Dec. 31 for inclusion in the annual ranking, even if they do not submit their

expense claim until March 31. Sask First applications will be sent via email or Canada Post by January 15<sup>th</sup> to the top 20 ranked athletes (based on Sask First point accumulated in the previous three years) who also meet the criteria as listed in Section C 1. The deadline to apply for Sask First funding is February 15<sup>th</sup> of each year.

- f. A maximum of 10 athletes will be identified to receive funding. All applicants will be notified of the decision to fund or not to fund via email by March 15th. The funding is expected to be spent within the fiscal year (Apr. 1 - Mar. 31).
- g. Sask First funding will be divided equally among recipients. Depending on the number of athletes identified, a maximum of \$750.00 shall be awarded.
- h. Review the list of sanctioned tournaments which are eligible to receive funding for the Athlete Assistance Program and which may be used for points calculation for future Sask First applicants.
- i. Provide educational and training opportunities for those athletes identified as High Performance athletes (i.e., coaching, competition, fitness, and psychology, etc.).
- j. Organize competitive tournaments or events such as the Tri Province Challenge, the Bi-Province Challenge, and others.
- k. Prepare a written report for the Annual General Meeting of the Association.
- l. Bowls Sask will continually strive for excellence in its athletes and to increase the number of elite athletes.
- m. Bowls Sask intends to increase the number of elite athletes by offering support in the areas of training, coaching, competition and funding.

### **C. SASK FIRST ELITE ATHLETE IDENTIFICATION**

#### **1. Criteria for an eligible Sask First Elite Athlete**

The following criteria will be used to determine an ‘elite’ athlete in the sport of lawn bowling in Saskatchewan. The criterion is based on an athlete’s achievements over the course of the past three (3) years in provincial playdowns, national championships, national and international tournaments.

The Athlete must:

- a. Be in current good standing as a member of a club of Bowls Saskatchewan Inc. and with Bowls Canada Bowlingrin.
- b. Have achieved one of the following in the Provincial Playdowns in the previous 3 years:

Men’s Outdoor Singles	Gold*	Silver (4 or more entries)	Bronze (6 or more entries)
Women’s Outdoor Singles	Gold*	Silver (4 or more entries)	Bronze (6 or more entries)
Men’s Indoor Singles	Gold*	Silver (4 or more entries)	Bronze (6 or more entries)
Women’s Indoor Singles	Gold*	Silver (4 or more entries)	Bronze (6 or more entries)

Men's Pairs	Gold*	Silver (4 or more entries)	Bronze (6 or more entries)
Women's Pairs	Gold*	Silver (4 or more entries)	Bronze (6 or more entries)
Men's Fours	Gold*	Silver (4 or more entries)	Bronze (6 or more entries)
Women's Fours	Gold*	Silver (4 or more entries)	Bronze (6 or more entries)
Mixed Pairs	Gold*	Silver (4 or more entries)	Bronze (6 or more entries)
Men's Senior Triples	Gold*	Silver (4 or more entries)	Bronze (6 or more entries)
Women's Senior Triples	Gold*	Silver (4 or more entries)	Bronze (6 or more entries)
Men's Junior Singles	Gold*	Silver (4 or more entries)	Bronze (6 or more entries)
Women's Junior Singles	Gold*	Silver (4 or more entries)	Bronze (6 or more entries)

\*Two or more entries needed to receive the maximum gold points. Half points are received if a team or individual wins gold with only one entry.

- c) Have submitted an Out of Province Tournament Card (Schedule B) for every out of province tournament for which he/she is claiming points.
- d) The members of a team awarded a medal by default are eligible to receive the applicable Sask First points they would have earned if they had played and won.

## 2. Criteria for Removal of an Athlete

- a. Poor, declining or non-participation without just cause.
- b. Not attending Provincial Playdowns unless justification is provided.
- c. Misconduct.
- d. At the discretion of the Sask First Committee.

## 3. Application Process

Applications will be sent via email or Canada Post by January 15th to the top 20 ranked athletes based on Sask First points accumulated who also meet the criteria as listed in Section C.1. Athletes may apply for Sask First Funding on their own initiative as long as they meet the criteria. Applications must be received by Bowls Sask by February 15<sup>th</sup>.

There is a point system on the Application Form (Schedule A) and it is based on the following:

- a. An individual will receive points for their best performance (if more than one, only one counts) each year in Provincial playdowns for the three most recent years
- b. Additional points will be accumulated from Canadian Championships, International Championship, and out of province tournaments.
- c. If athletes are tied in points, the most recent year's results will be used as a tiebreaker.
- d. Points can be earned in the following events, if the number of entries requirement is met as per Section C.1.b:

<b>Tier 1 Event</b>	<b>Tier 2 Event</b>
Men's Outdoor Singles	Mixed Pairs
Women's Outdoor Singles	Men's Senior Triples
Men's Indoor Singles	Women's Senior Triples
Women's Indoor Singles	U18 Men's Singles
Men's Pairs	U18 Women's Singles
Women's Pairs	U25 Men's Singles
Men's Fours	U25 Women's Singles
Women's Fours	

Points for Provincial Playdowns if the number of entries requirement is met as per Section C.1.b:

	<b>1<sup>st</sup> Place</b>	<b>2<sup>nd</sup> Place</b>	<b>3<sup>rd</sup> Place</b>
Tier 1 Event	16	12	8
Tier 2 Event	10	7.5	5

Points for Canadian Championships:

	<b>1<sup>st</sup> Place</b>	<b>2<sup>nd</sup> Place</b>	<b>3<sup>rd</sup> Place</b>	<b>4<sup>th</sup> Place</b>
Tier 1 Event	8	6	4	2
Tier 2 Event	5	3	2	1

Points for Out of Province Tournaments, if the number of entries requirement is met as per Section C.1.b.

	<b>1<sup>st</sup> Place</b>	<b>2<sup>nd</sup> Place</b>	<b>3<sup>rd</sup> Place</b>
Championship Flight	16	12	8
Flight – 1 loss	10	7.5	5

\* This means that you are placed in this flight by having only one loss. It could be your first, second, third, etc. game of the tournament. You then win enough games in this flight to finish in 1st, 2nd or 3rd place.

Points for National Team's Competitions (excludes North American Challenge – NAC, if the number of entries requirement is met as per Section C.1.b):

<b>1<sup>st</sup> Place</b>	<b>2<sup>nd</sup> Place</b>	<b>3<sup>rd</sup> Place</b>	<b>4<sup>th</sup> Place</b>
16	12	8	4

#### **4. Athlete Acceptance and Reimbursement**

- a. Should an athlete be chosen to receive Sask First funding, an offer will be made by email by Bowls Sask.

- b. If an Athlete chooses to accept the funding, the Athlete needs to complete the Sask First Athlete Agreement and return a signed copy to Bowls Sask by March 31st.
- c. Athletes wishing to attend a tournament that isn't sanctioned must complete Schedule F. The form must be submitted to Bowls Sask for review by the Sask First Committee.
- d. Funds must be used by March 31 of the current fiscal year and reimbursement requested prior to March 31.
- e. Tournament record card to be submitted by Dec 31 for all competitions participated in during that year even though funding is from April 1 to March 31.
- f. All funding is in Canadian dollars.
- g. Bowls Sask will make payment to the athlete upon submission of Schedule B, expense form and receipts.
- h. If an Athlete was selected to receive Sask First Funding, but does not use the funding, the Athlete must complete a copy of Schedule D and return the completed form to Bowls Sask by March 31 of the current fiscal year. Athletes who do not use their funding may not be awarded funding in subsequent years.
- i. Funded athletes are required to complete Schedule B at the end of the funded tournament outlining how the event was valuable to them, if the event will be valuable for other bowlers to attend and discuss any new information they received about the sport.

## **D. ATHLETE ASSISTANCE PROGRAM**

### **1. Criteria for Selection to Sask First Program**

- a. Must be on the Elite Athlete list as prepared by Bowls Sask.
- b. Must be eligible for, and have applied to, the Sask First Program.
- c. Must have competed only for Saskatchewan at any national competitions in the previous years.
- d. Must be in good standing with Bowls Sask and a member of a Saskatchewan Outdoor club.

### **2. Eligible Expenses**

- a. Sanctioned tournament competition costs:
  - Transportation
  - Luggage (one checked bag per flight per person)
  - Accommodation
  - Entry Fees entry fees
  - Meals
- b. National Team Camp costs:
  - Transportation
  - Luggage (one checked bag per flight per person)
  - Accommodation
  - Meals

### **3. Ineligible Expenses**

- a. Equipment.
- b. Clothing.
- c. Babysitting expenses.
- d. Extra medical insurance.
- e. Lost wages.
- f. Off continent travel (including Hawaii). Sask Sport does not fund off-shore expenses.

### **4. Conditions**

- a. Bowls Sask will not refund money which is not out of pocket expenses of the athlete.
- b. Athletes must reside in Saskatchewan in order to claim expenses under the Sask First Program. The exception is an athlete who will reside outside of Saskatchewan for a period of time and is attending an approved tournament on the way to this residence. The equivalent of one half (1/2) of the airfare seat sale ticket may be claimed as an expense.
- c. Hotel Rooms – See Section L.
- d. Athletes will be reimbursed for travel expenses for the lesser of: mileage costs per ground travel or cheapest airfare available.
- e. The start date of a tournament will determine which fiscal year the expenses will be charged will be charged to the March fiscal year.
- f. Special requests for any expenses must be made to the Sask First Committee.

## **E. SASK FIRST BUDGET**

### **1. Administration**

- a. Committee Meetings. Facility rental, travel, meals, materials.
- b. Office supplies

### **2. Training**

- a. Facility rental
- b. Materials
- c. Honorariums
- d. Transportation
- e. Accommodation

### **3. Competitions**

- a. Transportation
- b. Accommodation
- c. Meals

### **4. Competition – National Championships**

- a. Transportation – airfare from home city to host city and a maximum of \$25.00 per person each way from host airport to host club and return (not to exceed the total cost of a shared vehicle)
- b. Luggage (one checked bag per flight per player)
- c. Accommodation

- d. Meals
- e. Uniforms

## **5. Coaching**

- a. CAC National Coaching Certification Program Clinics.
- b. Coaching Opportunities. Transportation, accommodation.

## **F. ATHLETE CODE OF ETHICS**

### **1. Definition**

- a. The principles of honour and morality; the accepted rules of conduct; the moral principles of character, manners and ideals of excellence of an individual.
- b. Skill in, or knowledge of sport conduct, characteristic or worthy of a sportsperson.
- c. Simply defined; good etiquette is good sportsmanship.

### **2. Principles**

- a. In accordance with current guidelines, acknowledge opponents by introducing yourself/extending pleasantries before and after a game.
- b. Do not distract your opponent when he/she is standing on the green preparing to deliver a bowl.
- c. Do not obstruct your opponent's view of the path of a bowl in course.
- d. Comment on a good bowl whether delivered by your opponent's team or your team.
- e. Do not openly criticize the green when visiting a club.
- f. Protect the green, your own and your hosts. Do not bounce bowls. Get down to deliver bowls.
- g. Always follow the dress code and wear the correct footwear on the green.
- h. Be a gracious winner.
- i. Be a good loser.
- j. Always play as a team and be supportive of all team members.
- k. Show leadership as a Skip and do not comment negatively to team-mates.
- l. Keep current on the Laws of the Sport of Bowls.
- m. Know when to call on an Umpire to resolve issues, and always accept and respect their decision(s).

## **G. ATHLETE CODE OF CONDUCT**

All members of Bowls Sask who receive funding and/or represent Bowls Sask and the Province of Saskatchewan at Provincial, National and International events shall abide by the Code of Conduct (Section F in our RISK MANAGEMENT POLICIES).

## **H. TRAINING**

Sask First and Bowls Sask will provide training programs, clinics, etc., for Sask First Athletes. See Schedule G.

## **I. CANADIAN CHAMPIONSHIPS**

### **1. Challenges and Other Competitions – Selection Criteria**

Team members will be selected by a selections criteria policy as developed by the Sask First committee.

### **2. Team Saskatchewan National Championships**

- a. Gold Medal winners of each provincial playdown will represent Saskatchewan at the National Championships.
- b. A self-help fee will be required for the provincial Gold Medalists travelling to a Canadian Championship. Refer to Section D (Fees Schedule of Provincial Events) in the SPORT FOR ALL POLICIES.
- c. For the 2019 and 2021 seasons, if the silver and bronze medalists for Outdoor Singles choose to attend the Canadian Championships, a self-help fee of \$400.00 will be required and a certain percentage of their costs will be covered. Refer to Section D (Fees Schedule of Provincial Events) in the SPORT FOR ALL POLICIES.
- d. Team uniform will consist of a team jacket and provincial shirt. See Section J for details.
- e. Teams that are not funded who are attending a Canadian championship may use their Sask First Athlete Assistance funding for the competition.
- f. Should an entire team not be able to attend, the number of substitutions allowed will be the same as the conditions of play issued by Bowls Canada Boulingrin. The teams have until the Bowls Canada deadline for submitting the names of the players on their teams to name their substitute(s). Substitutes are to have played in the provincial playdown for the event where substitutes are required. If this is not possible (explanation needs to be provided to Bowls Sask board) then the substitutes can be chosen from any Bowls Sask member in good standing. All substitutes need to be approved by the Bowls Sask board. The substitute player(s) will be allowed to wear the official Team Saskatchewan jacket and shirt. If they have not won a jacket or shirt they can borrow one from previous winners or Bowls Sask.
- g. The gold medal winning player/team must be willing and able to attend the respective Canadian Championship. If a singles player or one member of a team enters the provincial playdown knowing that they will not be able to attend the Canadian Championship, the singles player or the entire team will be disqualified.
- h. If an individual player or member of a team will be travelling internationally prior to the start of a national Championship, they must be back on the continent at least three (3) days prior to the start of play. If the player is delayed due to extenuating circumstances beyond his/her control, the team may request a substitution – otherwise the entire team will be disqualified.



## **J. TEAM SASKATCHEWAN UNIFORM POLICY**

- a. A team jacket and shirt will be provided for first time winners of a provincial championship. Additional shirts may be purchased. If the player is a provincial winner in a subsequent year, a second shirt will be provided.
- b. All athletes going to Nationals must 'borrow or purchase' a Team Sask shirt and must wear Team Sask shirt during all official events at Nationals.
- c. Should a junior winner grow such that their jacket can no longer be worn then a new one will be provided, but this will only be allowed every three years and the previous jacket will be returned to Bowls Sask. It is recommended that for juniors, they borrow a jacket until such time they are not changing in size.
- d. For other players a new jacket may be provided only with reasonable justification and the original jacket should be returned to Bowl's Saskatchewan.
- e. Each coach in the National Championships (Youth, Pairs, Fours and Singles) are provided a jacket and shirt if they do not already have them.
- f. Team Sask wind pants can also be worn when competing at National Championships, if desired, and can be purchased at the athlete's own cost.

## **K. TEAM SASKATCHEWAN MANAGER\COACH**

- a. Prior to departure, booking rooms, transportation, meal packages, registration to BCB etc. are the responsibility of the Bowls Sask Executive Director.
- b. The designated Member at Large will provide a package to each of the players which will include service request form for the event and provincial pins.
- c. Team Manager/Coach Selection
  1. Prior to the Canadian Championships, a request will go to all clubs asking interested parties to apply for the position of Team Manager/Coach for the Major Championships (fours and pairs) as well as for the Singles, U18 and U25 Championships. One manager/coach for the U18 and U25 Championships: one for the Majors and/or Singles Championships.
  2. Selection of the Manager(s)/Coach(es) will be made by the Bowls Sask board and must be certified (level to be identified by Bowls Canada) to coach at a Canadian Championship.
- d. Manager/Coach Duties at the Host City – Prior to Start of Event Play
  1. Attend team managers meeting.
  2. Be familiar with the current "Conditions of Play" and tie breaker format as disseminated by Bowls Canada Bowlingrin.
  3. Be familiar with the "Code of Conduct" that each Saskatchewan player is required to sign prior to participation.
  4. Call a team meeting to disseminate the information and material coming from the Team Managers meeting.
  5. Ensure all players, in particular, the skips, have read and are familiar with the "Conditions of Play".
  6. Ensure all players have their bowls and shoes inspected.
  7. Introduce the team at the opening reception. This may be done by the Member at Large.
- e. Manager/Coach Duties During Event
  1. Participate in the opening ceremonies with the team if requested by the organizing committee.
  2. Lead the team in team building exercises.

3. Check to ensure teams/players are aware of where they are supposed to be, especially when there are multiple venues.
  4. Discuss with team/player, prior to play, what they feel comfortable with regarding input from the team manager.
  5. Pay close attention to the needs of the singles players, both physical and mental. If there is a perception that their game is in trouble, call them aside for a few words.
  6. Watch for signs of team discord, lack of team spirit, etc., and address via the skip.
  7. Scout out opposition when requested by players.
  8. Maintain up-to-date statistics on event so all players are aware of where they stand, and/or what they have to do.
  9. Should a medical emergency arise, take responsibility for obtaining the necessary transportation of the player for treatment and accompany them if necessary.
  10. When the round robin is over, be prepared to advise teams/players on their status in the event tie-breaker(s) are required.
  11. If there are any of the teams involved in a tie-breaker situation, the team manager will be available for the duration.
  12. In the event there is a dispute between your team and an opponent, the Manager must be prepared to be called upon for advice.
  13. Know the substitution rule. In the event a player is unable to play, advise team/player and discuss options.
  14. When a team/player has a bye, ensure their transportation needs are met.
  15. Ensure all players get to their meals in a timely manner, recognizing that some of them may opt for some 'quiet' time away from others.
  16. Ensure all players participate in the 'mandatory' social items such as opening reception, opening and closing ceremonies, banquet. Players do not have to participate in non-mandatory social events.
- f. Manager Duties when Event is Over  
Provide a summary on the event including recommendations or suggestions on ways to improve. Submit report, in writing, to Bowls Sask.

#### **L. HOTEL ROOM POLICY**

- a. Pairs – 1 shared room is funded by Bowls Sask., additional room charges are the responsibility of the players
- b. Fours – 2 shared rooms are funded by Bowls Sask., additional room charges are the responsibility of the players
- c. Singles – 1 room each is funded by Bowls Sask., additional room charges are the responsibility of the players
- d. Mixed Pairs – 1 room each (if required) is funded by Bowls Sask., additional room charges are the responsibility of the players
- e. Senior Triples – 1 shared room and 1 single room is funded by Bowls Sask., additional room charges are the responsibility of the players

- f. Youth (U25) – 1 room each is funded by Bowls Sask., additional room charges are the responsibility of the players
- g. Youth (U18) – 1 room each is funded by Bowls Sask., chaperone is allowed to share room at no cost, additional room charges are the responsibility of the players/chaperone
- h. Any person or persons sharing a room with one provincial winner will be responsible for one half of the room cost as well as any additional room charges incurred by them.
- i. Any person or persons sharing a room with two provincial winners will be responsible for any extra room costs as well as any additional room charges incurred by them.

## **SASK FIRST ATHLETE AGREEMENT**

**Whereas** the athlete receives funding from Bowls Saskatchewan Inc. (Bowls Sask) and/or represents Bowls Sask and the Province of Saskatchewan at Provincial, National and International events;

**Whereas** the athlete is a resident of the Province of Saskatchewan, a member in good standing of Bowls Sask and a member of an affiliated club;

**Whereas** Bowls Sask recognizes the need to clarify the relationships between Bowls Sask and the athlete by establishing his or her respective rights and obligations;

**Whereas** funding for the athlete by Bowls Sask may take the form of coaching, training, travel, competition and administrative support; and

**Whereas** the athlete and Bowls Sask recognize the involvement and support of all members which include volunteers, members, staff, sponsors and the support of the public in the athlete development process.

**Now therefore**, the parties agree to the following:

### ***Bowls Saskatchewan Inc. (Bowls Sask) shall:***

Select athletes who will receive funding under various programs such as Athlete Assistance.

Publish selection criteria for the various programs.

Organize and provide funding for various programs to support athlete development.

Provide funding for training camps, coaching and competition.

Provide a hearing and appeals process that conform to the generally accepted principles for natural justice and due process with respect to any dispute the athlete may have with Bowls Sask in accordance with the appeals process established by Bowls Sask, a copy of which is attached to this Agreement.

### ***The Athlete Shall:***

Be a member in good standing of a Bowls Sask member club, Bowls Sask and Bowls Canada Bowling. Does not include Short Mat members.

Abide by Bowls Sask Code of Ethics (Section F) and Code of Conduct (Section G) in the Sask First Program Policy.

Adhere to instructions issued by the Executive, Staff and Committees of Bowls Sask.

Maintain a training diary and **must** maintain a performance record.

Participate in scheduled training camps, seminars and competitions as agreed upon by the Committees of Bowls Sask.

Be obligated to notify Bowls Sask throughout the year of any injury and/or illness that may prevent the athlete from participating in scheduled camps and future competitions.

Adhere to the dress code as set by Bowls Sask or other sanctioned bodies when competing (e.g., Bowls Canada Bowling dress code when competing at National Championships).

Abstain from alcohol consumption during training and competitions which would cause impairment in the Athlete's ability to perform, speak, walk, or cause the athlete to behave in a disruptive manner.

Not possess or use banned substances as itemized on the International Olympic Committee list.

Promote the sport of bowls and the efforts of Bowls Sask by volunteering to participate in promotions, fund raising and general support.

Not use abusive actions and language towards other athletes, officials, volunteers and spectators.

Be a good ambassador of the sport of bowls and shall not act in a manner which would bring discredit to the athlete, Bowls Sask or the Province of Saskatchewan.

***Penalties for Infractions***

If it is determined by Bowls Sask Executive that the Athlete is in breach of any term of this agreement, or in breach of any term of the Athlete Code of Conduct of Bowls Sask, then the penalty for such breach shall be determined by the Bowls Sask Executive and without limiting the generosity of the foregoing, may range from a letter of reprimand, fine, payment of any costs involved by the infraction of the athlete(s), suspension or expulsion from Bowls Sask.

AGREEMENT BETWEEN:

\_\_\_\_\_  
(Name of Athlete)

Of the City of \_\_\_\_\_, in the Province of Saskatchewan

- AND -

Bowls Saskatchewan Inc. (Bowls Sask) having its office at  
Mosaic Stadium, Regina, Saskatchewan

This Agreement will remain in effect from

\_\_\_\_\_, 20\_\_ to \_\_\_\_\_, 20 \_\_\_\_

Signed this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_.

\_\_\_\_\_  
Athlete

\_\_\_\_\_  
Bowls Sask Official

**Schedule A**

**SASK FIRST ELITE ATHLETE PROGRAM APPLICATION**

(Note - Points run from Jan 1<sup>st</sup> – Dec. 31<sup>st</sup>)

Date:	
First and Last Name:	
Street Address:	
City:	Postal Code:
Province	
Email Address:	
Home Phone #:	Cell Phone #:
Home Club:	
Name of Your Coach:	
# of Years Bowled:	
Lawn Bowling Involvement (in previous years):	
<input type="checkbox"/> Club Executive	<input type="checkbox"/> Club Committee
<input type="checkbox"/> Provincial Executive	<input type="checkbox"/> Provincial Committee
<input type="checkbox"/> National Executive	<input type="checkbox"/> National Committee
<input type="checkbox"/> Coach; Level _____	<input type="checkbox"/> Official
<input type="checkbox"/> Other, please list.	
Please circle and add only the Highest Level achieved each year for Sections A, B, C, and D.	
Comments:	
_____	
_____	
_____	
_____	
_____	
_____	
_____	
_____	
_____	
_____	

Please circle the highest level achieved for each year for Sections A, B, C, and D, and add only those points.

<b>Section A: Provincial Playdowns:</b>						
Athlete Wins		Name of Event	20__	20__	20__	Total Points
Tier 1	Gold		16or8	16or8	16or8	
Tier 1	Silver		12	12	12	
Tier 1	Bronze		8	8	8	
Tier 2	Gold		10or5	10or5	10or5	
Tier 2	Silver		7.5	7.5	7.5	
Tier 2	Bronze		5	5	5	
Total Points						

<b>Section B: Canadian Championships</b>						
Athlete Wins		Name of Event	20__	20__	20__	Total Points
Tier 1	Gold		8	8	8	
Tier 1	Silver		6	6	6	
Tier 1	Bronze		4	4	4	
Tier 1	Fourth		2	2	2	
Tier 2	Gold		5	5	5	
Tier 2	Silver		3	3	3	
Tier 2	Bronze		2	2	2	
Tier 2	Fourth		1	1	1	
Total Points						

<b>Section C: Bowls Sask Sanctioned Tournaments (Out Of Province)</b>						
<i>Tournament Record Card MUST have been submitted to receive points)</i>						
Athlete Wins		Name of Event	20__	20__	20__	Total Points
Gold - Championship Flight			16	16	16	
Silver – Championship Flight			12	12	12	
Bronze – Championship Flight			8	8	8	
Gold in any flight, placed in flight with only 1 loss			10	10	10	
Silver in any flight, placed in flight with only 1 loss			7.5	7.5	7.5	
Bronze in any flight, placed in flight with only 1 loss			5	5	5	
Total Points						

**Section D: National Team Competition – International Event (excludes North American Challenge).**

*Athletes medaling in multiple international events, will receive points for only the highest level received at one event. Points will not be accumulated internationally in the same year.*

Athlete Wins	Name of Event	20__	20__	20__	Total Points
Gold		16	16	16	
Silver		12	12	12	
Bronze		8	8	8	
Fourth		4	4	4	
Total Points					

Total of all Points for the past 3 years	Total
A. Provincial Playdown	
B. Canadian Championship	
C. Bowls Sask Sanctioned Tournaments	
D. National Team Competition	
<b>Grand Total Points</b>	

Tier 1 Events	Tier 2 Events
Singles	U18
Pairs	U25
Fours	Mixed Pairs
Indoors Singles	Senior Triples



**Schedule B**

**COMBINED SASK FIRST ATHLETE FUNDS FOLLOW UP FORM  
AND TOURNAMENT RECORD CARD**

<b>Name of Athlete:</b>	
<b>Address:</b>	
<b>Phone Number:</b>	
<b>Email Address:</b>	
<b>Provincial Bowls Club Membership:</b>	
<b>Amount of Funding Used:</b>	
<b>Name of Tournament:</b>	
<b>Location of Tournament:</b>	
<b>Dates of Tournament:</b>	
<b>Number of Entries/Participants:</b>	
<b>Description of Tournament:</b>	
<b>Discipline Participated In:</b>	
<b>Achievement: (Gold, Silver, Bronze, Other)</b>	
<b>Drawmaster Name:</b>	<b>Phone number:</b>
<b>Drawmaster Signature:</b>	<b>Date:</b>
<b>Drawmaster Email:</b>	
<b>Describe the value of the tournament, if you would recommend it for other athletes, any learnings that you have had from this tournament, what you have taken away from it and any other insights that would be valuable for other Saskatchewan High Performance Bowlers. *please use a separate page</b>	
<b>Date:</b>	<b>Signature:</b>

*This card MUST be submitted to Bowls Sask for each out-of-province tournament for which you would like to claim points on future applications.*

*This form must be completed and returned to Bowls Sask by Dec. 31. The Bowls Sask Expense form and all receipts could be returned at the same time or at least by March 15.*



Schedule C

BOWLS SASKATCHEWAN INC.

Chq # - Office Use

EXPENSE CLAIM FORM

Name: \_\_\_\_\_  
 (please print)

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

Phone \_\_\_\_\_ (h) \_\_\_\_\_ (w) E-mail: \_\_\_\_\_

Purpose: \_\_\_\_\_

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

Travel: \_\_\_\_\_ (specify air/auto/other)  
 \_\_\_\_\_ (Distance @ .40/km) Total \$ \_\_\_\_\_

Accommodation: \_\_\_\_\_  
 \_\_\_\_\_ (No. of nights) x \$ \_\_\_\_\_ Total \$ \_\_\_\_\_

(share with whom) \_\_\_\_\_

Meal Allowance: \_\_\_\_\_ days x \$50/day \_\_\_\_\_

Partial days: \$10, \$15, and \$25 specify amounts \_\_\_\_\_

Entry Fee: \_\_\_\_\_ (specify events) \$ \_\_\_\_\_

Other: \_\_\_\_\_ (specify) \$ \_\_\_\_\_

\_\_\_\_\_ \$ \_\_\_\_\_

Facility Rental: \_\_\_\_\_ (name) \$ \_\_\_\_\_

**TOTAL EXPENSES:** \$ \_\_\_\_\_

**TOTAL CLAIM:** \$ \_\_\_\_\_

**I choose to donate money back to Bowls Sask to support ongoing development.**  
**Area to apply donation to: Sask First, Sport for All, Coaching, Officials.** \$ \_\_\_\_\_

\_\_\_\_\_ Date

\_\_\_\_\_ Signature

**Note: Attach all original receipts to this form and remit to:  
 Bowls Saskatchewan Inc. 1734 Elphinstone St, Regina Sask, S4T 1K1**

**Schedule D**

**SASK FIRST ATHLETE FUNDS FORGONE FORM**

<b>Name of Athlete:</b>	
<b>Address:</b>	
<b>Phone Number:</b>	
<b>Email Address:</b>	
<b>Provincial Bowls Club Membership:</b>	
<b>Reason Why Sask First Athlete Assistance Funding was not utilized:</b>	
<b>Comments:</b>	
<b>Date:</b>	<b>Signature:</b>

**\*if funding was not utilized, this document must be submitted to Bowls Sask before any other funds will be awarded to you.**

## Schedule E

### SASK FIRST SANCTIONED TOURNAMENTS

- A. National Sanctioned Tournaments.
1. Bill Boettger Memorial Tournament & W.O.B.A.
    - Kitchener, Ontario.
    - Men's Pairs.
    - This tournament and WOBA will be considered one tournament if they are held in conjunction with one another.
    - A Tournament Record Card must be filled out for every out-of-province tournament for which you claim funding or points for future applications.
  2. Open National Championships.
    - U-18 Junior Championships.
    - U-25 Championship.
    - A Tournament Record Card must be filled out for every out-of-province tournament for which you claim funding or points for future applications.
  3. B Team at a National Championship or Canadian Singles as an additional entry.
    - Singles (other than the Provincial Gold Medal winner). Must have applied for and been recognized as eligible for Sask First Funding.
    - A Tournament Record Card must be filled out for every out-of-province tournament for which you claim funding or points for future applications.
  4. South Island Bowls Open Canada Day
    - Pairs
    - A Tournament Record Card must be filled out for every out-of-province tournament for which you claim funding or points for future applications.
- B. International Sanctioned Tournaments.
1. U.S. Open.
    - Men's Fours, Pairs, Singles.
    - Women's Fours, Pairs, Singles.
    - A Tournament Record Card must be filled out for every out-of-province tournament for which you claim funding or points for future applications.
  2. Any U.S. Divisional Tournament.
    - Men's Fours, Triples, Pairs, Singles.
    - Women's Fours, Triples, Pairs, Singles.
    - A Tournament Record Card must be filled out for every out-of-province tournament for which you claim funding or points for future applications.

3. Thompson Zivic Tournament – Arizona.
  - Open Pairs
  - A Tournament Record Card must be filled out for every out-of-province tournament for which you claim funding or points for future applications.
4. Arizona Rinks Tournament – Arizona.
  - Mixed Fours.
  - A Tournament Record Card must be filled out for every out-of-province tournament for which you claim funding or points for future applications.
5. Salisbury Singles
  - Men’s and Women’s Singles
  - A Tournament Record Card must be filled out for every out-of-province tournament for which you claim funding or points for future applications.

**Schedule F**

**SANCTIONED TOURNAMENT REQUEST FORM**

<b>Name of Athlete:</b>	
<b>Address:</b>	
<b>Phone Number:</b>	
<b>Email Address:</b>	
<b>Provincial Bowls Club Membership:</b>	
<b>INFORMATION ABOUT THE TOURNAMENT TO BE SANCTIONED</b>	
<b>Name of Tournament:</b>	
<b>Location of Tournament:</b>	
<b>Dates of Tournament:</b>	
<b>Number of Entries/Participants from previous years.</b>	
<b>Description of Tournament:</b>	
<b>Disciplines Available (Men's, Women's, Fours, Triples, Pairs, Singles, Mixed, Senior's, Juniors, etc.):</b>	
<b>Comments:</b>	
<b>Date:</b>	<b>Signature:</b>

## **Schedule G**

### **HIGH PERFORMANCE COMPETITIONS AND TRAINING**

#### **1. In and Out of Province**

- a. Determine venue, date and time.
- b. Communicate with liaison from Host Club to arrange for rental of facilities, green set up, meals, drinks, permit for alcohol and insurance, etc.
- c. Determine transportation and accommodation needs for Team Saskatchewan.
- d. Ensure umpires will be available if required
- e. Contact selected athletes to determine availability and contact alternatives if necessary.
- f. Sask First Committee establishes a selection criteria. Arrange for composition of teams.
- g. Provide Team Saskatchewan athletes with relevant information which may include, but not limited to: Team Saskatchewan roster, composition of teams, accommodations, travel arrangements, meals and team dress code.
- h. Arrange for a program to be printed through Bowls Sask office.
- i. Arrange for a master score board.
- j. Arrange for the Bowls Sask President and/or hosting President to make short welcoming remarks.
- k. Arrange for Sask First Chairperson to give a short overview of the weekend.

### **TRAINING**

#### **1. Clinics**

Date and location will be determined by the Sask First Committee. The following are general guidelines for organizing a clinic.

- a. Have posters made up by Bowls Sask which should include criteria (open to Bowls Sask members who have entered any playdown the previous year or who plan on entering a playdown in the current year). Poster will be distributed with the other Bowls Saskatchewan materials at the spring semi-annual meeting. Include a sign up sheet with the poster.
- b. Engage the services of a coach (level II minimum) or a former National Team member to run the clinic. Arrange for experts in the field of nutrition, sport psychology, exercise physiology, etc. to give presentations.
- c. Confirm with host club that facility is available for dates selected. Or, find an alternate location.
- d. Provide general guidelines to the coach on content (e.g., skill shots, strategic sessions, sport psychology sessions, video viewing, game situations, etc.).
- e. Assist the coach in tracking expected numbers and determine ahead of time the acceptable minimum number in order to run a clinic.
- f. Forward final numbers to the coach once the deadline for application to attend has passed.
- g. Assist coach, if necessary, in running the clinic.
- h. In the event of inclement weather, have a back up plan in place.
- i. Training sessions may include nutrition, mental and physical training, sport medicine, skill shots and fitness testing. Videos, books, self-assessment booklets, training and fitness diaries and mentoring activities are a few of the resources that should be available to the athlete. Experts from the Sport Medicine & Science Council of Saskatchewan should be accessed.