

Official Funding Policy

Travel may be supported up to a maximum of \$150 to attain a Level 3 Certification as follows:

- a) The opportunity is not available on Prince Edward Island;
- b) The meet is held in either Nova Scotia or New Brunswick;
- c) The meet requires a minimum of one overnight stay;
- d) The official works a minimum of two meet sessions;
- e) The sessions are evaluated by the meet Referee; and
- f) A copy of the evaluation is sent to the Swim PEI Executive Director.

OR

Travel may be supported up to a maximum of \$300 to attain a Level 3 Certification as follows:

- a) The opportunity was not available on Prince Edward Island;
- b) The meet is held in either Nova Scotia or New Brunswick;
- c) The meet requires a minimum of two overnight stays;
- d) The official works a minimum of four meet sessions;
- e) The sessions are evaluated by the meet Referee; and
- f) A copy of the evaluation is sent to the Swim PEI Executive Director.

Travel may be supported up to a maximum of \$500 to attain or maintain a Level 4/5/UANA/FINA Certification as follows:

- a) The meet is a National Meet;
- b) The meet is held in **Eastern Canada**;
- c) The meet requires a minimum of two overnight stays;
- d) The official works a minimum of four meet sessions; and
- e) A copy of the evaluation and the assignment schedule is sent to the Swim PEI Executive Director.

OR

Travel may be supported up to a maximum of \$600 to attain or maintain a Level 4/5/UANA/FINA Certification as follows:

- a) The meet is a National Meet;
- b) The meet is held in **Western Canada**;
- c) The meet requires a minimum of two overnight stays;
- d) The official works a minimum of four meet sessions; and
- e) A copy of the evaluation and the assignment schedule is sent to the Swim PEI Executive Director.

The support levels listed above may be provided at half of the stated amount if the official is traveling in any other capacity.

The support listed is strictly subject to budget availability and/or specific funding allowance.

Definitions

National Meets Include:

- Eastern Canadian Championships
- Western Canadian Championships
- Canadian Junior Championships
- Canadian Swimming Championships
- Can-Am Para Swimming Championships
- Canadian Swimming Trials

Western Canada shall mean the geographic area which includes Manitoba, Alberta, Saskatchewan, British Columbia, Yukon, Nunavut and the Northwest Territories.

Eastern Canada shall mean the geographic area which includes Newfoundland and Labrador, New Brunswick, Nova Scotia, Prince Edward Island, Quebec, and Ontario.

Application Process

- Step 1 – Fill out the Official Funding Application Form
 - The club delegate completes the application form and ensures it has been signed by the official and club president.

- Step 2 – Submit the completed form to the Swim PEI Executive Director
 - The form must be submitted by the club delegate by emailing a scanned copy to swimpei@sportpei.pe.ca no later than 30 days prior to the commencement of the meet. ***Please note late applications will not be considered.***

- Step 3 – Confirmation Notice Sent
 - The Executive Director will notify the club delegate by email once the application form has been received.

- Step 4 – Notice of Approval/Denial
 - The Executive Director will notify the club delegate by email of the decision made by the Executive Committee no later than 7 business days after receipt of the application was acknowledged.

- Step 5 – Confirmation of Attendance
 - After completion of the meet, the club delegate must submit by email a copy of the evaluation and assignment schedule to the Executive Director no later than 7 business days after the results of the meet are posted.

- Step 6 – Funding Distributed
 - A cheque will be provided to the club within 30 days of the evaluation and assignment schedule being received.

This policy comes into force on June 13, 2017 by motion of the Board of Directors.
On the date this policy comes into force, the Official Travel Support Policy is repealed.