



## Regional Sport Services Program

In an effort to ensure support for our clubs and coaches in all areas of the province, BC Artistic Swimming offers the Regional Sport Services Program (formerly the Regional Coach Program). The revised program will provide two options for member clubs:

1. Engage the services of an expert **Regional Coach**, appointed by BC Artistic Swimming, to visit individual clubs in their respective region supporting athlete and club development. BC Artistic Swimming will hire an expert coach in each of the three major regions of the province (Island, Lower Mainland & Interior) to travel to the various clubs in their respective region to support athlete development.
2. Apply for **Regional Sport Services** funding to support the club. Sport Services may include but, are not limited to, services such as sport psychology, mental training, nutrition education, strength & conditioning, flexibility training, etc.\*

\*Clubs cannot use option 2 for more than 1 consecutive season such that:

- If a club uses option 2, they **MUST** use option 1 the following season or wait a season before applying again for option 2;
- A club can use option 1 for consecutive seasons without needing to use option 2.

### Programs

The sport services activities must be conducted between **September and June of the current season**. Each BC member club is entitled to one club visit per season **OR** Sport Services funds approved by BC Artistic Swimming.

#### 1. Regional Coach Program

Regional Coaches (RC) will conduct on-site club visits between September and June of the current season to work with athletes and coaches in one (or more) of the following Sport Development program areas: Recreation, Adaptive Artistic Swimming, Provincial Stream and/or Masters. The Regional Coach Program **cannot** be used for further development of National Stream athletes and/or coaches.

**BC Artistic Swimming** is responsible for:

- the selection and contracting of up to three (3) regional coaches
- reviewing club applications
- facilitating the club visit request process
- the cost of 45 minutes of RC planning for each club visit
- the cost of up to 4 hours of RC-led training (land or water) per club
- travel expenses related to one club visit per club for locations greater than 30 km from the RC's home

*Note: Clubs may hire the RC for more than the allotted time or for additional club visits at their own cost and in consultation with the RC.*

The **Club** requesting the RC visit is responsible for:

- completing the RC visit request form within the stipulated timelines
- securing pool time for the RC visit

- the cost of pool time for the RC visit (*BC Artistic Swimming recommends RC visits to be scheduled within existing club time to avoid additional costs for the club*)
- communicating with the RC in advance of the visit to:
  - confirm logistics and expectations
  - prioritize goals and outcomes
  - request additional training time, if appropriate

The **Regional Coach** is responsible for:

- working with club representatives to schedule a mutually convenient date and time for the visit
- consulting with BC Artistic Swimming if the club requests parameters outside those outlined herein (e.g. running 2 x 2-hour sessions instead of 1 x 4-hour session, etc.)
- booking the most economical travel, as required, in consultation with the Executive Director
- thoroughly reviewing each club's application considering the issues/topics identified by the club
- communicating with the club representative to discuss the issues/topics and to confirm logistics, expectations and outcomes at least one week prior to the scheduled visit
- designing a four-hour lesson plan to address the issues/topics identified and prioritized by the club
- submitting the applicable expense claim and invoices to BC Artistic Swimming within 14 days of each club visit
- negotiating and invoicing the club directly for additional time and/or services rendered (e.g. video review, routine feedback at competition, etc.)

## 2. External Sport Service Program

Funding will be available to clubs to support the engagement of sport services experts to support club, athlete or coach development activities. External sport services must support program delivery in one (or more) of the following Sport Development program areas: Recreation, Adaptive Synchro, Provincial Stream and/or Masters. The Sport Services funding **cannot** be used to support the development of National Stream athletes and/or coaches.

**BC Artistic Swimming** is responsible for:

- reviewing all club applications
- determining the allocated funds for each club based on the applications
- informing the clubs of the amount of funds\* to be received no later than **December 31<sup>st</sup> of the current season**
- reimbursement to the clubs upon receiving the completed Sport Services Report and receipts

\*Sport Services funding will vary depending on the number of clubs applying for the Regional Coach Program. Funding Regional Coach visits will be a priority. Once Regional Coach expenses are considered, External Sport Services funding will be allocated.

The **Club** requesting Sport Services funding is responsible for:

- organizing all logistics for external sport services
- covering the full cost of all external sport services
- submitting the applicable Sport Services Report, supporting photos and a copy of the service receipts to BC Artistic Swimming no later than **2 weeks** after the services have been rendered

## Timelines

Each club can submit an annual Sport Services Program application by **November 30<sup>th</sup> of the current season**. If a club does not submit an application within the stipulated timelines, they will not be eligible for Sport Services. *Requests for RC visits can occur up until the November 30<sup>th</sup> deadline; however, visits can begin as early as the start of the season. Request for "Sport Services" will be reviewed and approved **after** the November 30<sup>th</sup> deadline.*

Once an RC visit request is received, the SDD will contact the respective RC who will facilitate the planning process with the club directly. *Once "Sport Service" applications have been reviewed and approved, BC Artistic Swimming will contact the respective member clubs to inform them of the monetary value of the support available.*

The RC must submit all travel expenses along with original receipts to BC Artistic Swimming no later than 14 days after the visit.

## Contact

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