



*Cycling***CANADA***Cyclisme*

# **PARA-CYCLING CARDING CRITERIA**

**FOR NOMINATING ATHLETES  
TO THE SPORT CANADA ATHLETE ASSISTANCE PROGRAM  
FOR THE 2018 CARDING CYCLE**

*Reviewed and approved by Sport Canada*

*First draft published March 1, 2017*

*Final version published April 12, 2017*



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Note: In case of any wording discrepancies between the English and French versions of the selection criteria, the English wording takes precedence.

Note on terminology: The different types of cycling competition (e.g. Track, Mountain Bike) are considered cycling SPORTS, while the events within that sport (e.g. Team Pursuit, XCO) are considered DISCIPLINES.



## SCHEDULE A: GENERAL CARDING CRITERIA

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### 1. Introduction

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#### Purpose of carding

The Athlete Assistance Program (AAP), also known as carding, is a Sport Canada funding program that contributes to the pursuit of excellence. AAP support seeks to relieve some of the financial pressures associated with preparing for and participating in international sport and assists high-performance Canadian athletes to combine their sport and academic or working careers while training intensively in pursuit of world-class performances.

Cycling Canada uses the process described in this document to nominate athletes for carding. Once these nominations are approved by Sport Canada, the funding flows directly from Sport Canada to the athletes.

Cycling Canada's intent is to use the carding process to identify and support Canadian athletes with the greatest potential to win medals at the Olympic/Paralympic Games and World Championships. Note: to align with Sport Canada policy, these criteria explicitly refer to top-8 performances; however, the implicit goal is to win medals. Carding is also intended to :

- help Canada's international-calibre athletes excel at the highest level of competition while assisting them to prepare for a future career or engage in full- or part-time career activities; and
- to allow athletes to maintain a long-term commitment to training and competition to further their high performance athletic goals.

While carding is based primarily on performances achieved in the preceding 12 months, it is important to note that carding is not intended as a reward for past results; it is a resource to help athletes achieve results in the future.

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### 2. Eligibility

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To be eligible for carding an athlete must:

- Be a Canadian citizen;
- Hold a valid UCI licence listing his or her nationality as Canadian;
- Be eligible to represent Canada at major international competitions, including the World Championships and Paralympic Games, as per the eligibility requirements of the UCI;
- Meet the carding prerequisites, minimum performance standards and criteria in Schedule B of this document;
- Sign the Cycling Canada Athlete Agreement, including committing to the Individual Performance Plan (IPP) developed in collaboration with the relevant National Program Coach.

The following athletes are not eligible for carding:

- Athletes who do not meet the published NSO approved and AAP compliant carding criteria;
- Athletes who have made a false application and have been declared ineligible for AAP benefits by Sport Canada;
- Athletes who do not meet the eligibility requirements set out above;
- Athletes who have been ruled ineligible to participate in sport for two years or more as a result of an anti-doping rule violation and who have not, in the case of pre-2004 violations, subsequently been reinstated;
- Athletes who are serving an anti-doping rule violation sanction of less than two years of sport ineligibility at the start of the carding cycle; and
- Athletes who meet the carding criteria as members of the national team of another nation.



## PARA-CYCLING CRITERIA for the 2017 Carding Cycle

Athletes will only be nominated if they commit to the Individual Performance Plan developed in collaboration with the relevant National Program Coach. Each athlete's IPP will be included in the National Athlete Agreement they must sign before carding can begin.

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### 3. Carding levels

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Athletes approved by Sport Canada for the AAP may be eligible for a living and training allowance, tuition support (in a Sport Canada approved University or College program), deferred tuition support, and special needs assistance. Athletes funded by AAP receive a monthly financial stipend as follows:

Card type	Monthly stipend	Annual value
Senior International Card (SR1/SR2)	\$1,500	\$18,000
First-year SR Card (SR)	\$1,500	\$18,000
Senior Probationary Card (C1)	\$900	\$10,800
Development Card (D)	\$900	\$10,800

Further information on the AAP can be obtained through the Sport Canada web site at:

<http://canada.pch.gc.ca/eng/1414514343755>

The different carding levels are as follows:

#### a. Senior International (SR1/SR2)

Sport Canada sets the criteria for SR1/SR2 cards. They are based on results at the Paralympic Games in Games years and World Championships in other years, as follows:

- Finish in the top 8 counting a maximum of 3 entries per country; and
- Finish in the top half of the field

Athletes who meet the SR1/SR2 criteria are eligible to be nominated for carding for two consecutive years, with the card for the first year referred to as SR1 and the second year referred to as SR2. Athletes must meet the maintenance criteria in Schedule B below to be eligible for nomination for an SR2 card, and they must also meet eligibility requirements, even if those requirements have changed since their first year of carding.

Note: In cases where the Paralympic or World Championship field is restricted by the sport's International Federation (IF), the International Paralympic Committee (IPC) or the International Paralympic Committee (IPC) as a result of qualification processes or other types of entry restrictions, the number of entries and countries in the qualification process may be taken in consideration.

#### b. Senior (SR/C1)

The criteria for Senior cards have been designed to identify athletes with the potential to achieve the international criteria. Senior cards can be awarded through performances in international competitions or through sport-specific criteria.

Athletes nominated for Senior cards for the first time are awarded C1 cards and are funded at the Development Card level. However, per Sport Canada policy, athletes nominated for Senior cards for the first time who were selected to the elite world championship team will be nominated for a full Senior card.

#### c. Development (D)



## PARA-CYCLING CRITERIA for the 2017 Carding Cycle

Development cards are intended to support the development needs of younger athletes who clearly demonstrate the potential to achieve the Senior International criteria but are not yet able to meet the Senior criteria.

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### 4. How to become a carded athlete

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Athletes who achieve the following may be recommended for AAP support, subject to the limitations on the number of cards and the total AAP funds available:

1. Meet the eligibility requirements outlined above;
2. Meet the performance criteria outlined in Schedule B below, including the prerequisites for carding and the minimum performance standards;
3. Be recommended by the National Coach to either the Paralympic Performance Pool or the Development Performance Pool. These nominations must be approved by the Cycling Canada Chief Technical Officer-Head Coach, High Performance Committee and Sport Canada;
4. Commit to the National Program by signing the National Athlete Agreement, including the IPP;
5. Complete the Sport Canada AAP Application and submit it to Cycling Canada, along with Canada Revenue Agency's Notice of Assessment for the most recent taxation year;
6. Complete the AAP module of the Canadian Centre for Ethics in Sport's online anti-doping education.

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### 5. Carding nomination process

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1. Nov. 1 to Oct. 31: Athletes achieve performances to become eligible for carding.
2. November: National Program Coaches and Chief Technical Office – Head Coach evaluate athletes and prepare recommendations for carding distribution and nominations.
3. Late November: Carding distribution and nominations submitted to High Performance Committee for approval.
4. Early December: Nominations submitted to Sport Canada for review. Athletes notified of their carding status for the following year. Appeal period begins.
5. Late December: Appeal period ends, and list of carded athletes made public.
6. Jan. 1: Carding cycle starts and athletes begin receiving funding.

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### 6. Monitoring

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Athletes are responsible for communicating with their national coach throughout the carding cycle with updates on fitness, health, progress towards objectives and any injuries.

The frequency and detail of the communication will vary depending on the program and coach, but each athlete will be contacted in writing at the beginning of the carding cycle with the coach's expectations and what measures will be used to evaluate the athlete's progress.

Each athlete nominated for carding will be subject to a mid-year review by his or her National Program Coach. This review will examine the athlete's progress against his or her Individual Performance Plan and the National Program Coach's ongoing Athlete Assessments.

In certain cases AAP funding might be withdrawn. These cases could include, but are not limited to, the athlete:



## PARA-CYCLING CRITERIA for the 2017 Carding Cycle

- Refusing to communicate with the National Coach;
- Misrepresenting his or her fitness, health or training to the National Coach;
- Failing to follow the training and competition requirements outlined in the IPP, except in case of illness or injury, without consulting the National Coach.

In the case of an athlete who has not fulfilled the obligations of his or her national team agreement, the athlete's funding may be suspended and the following steps will be taken:

- The athlete will be informed of his or her breach in writing;
- A remedy or remedies will be proposed to correct the breach, and the athlete will have 30 days to comply;
- If the athlete complies to the satisfaction of the National Coach and the Chief Technical Officer – Head Coach, carding will continue. Otherwise, he or she will be removed from the AAP and the funding will be reallocated at the discretion of the Chief Technical Officer – Head Coach.

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### 7. Maximum number of years at the Senior National card level

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Athletes are expected to achieve progress in their results in order to maintain Senior National carding status. Normally, seven (7) years is the maximum that an athlete will be carded at the Senior level (SR & C1) based on national criteria (excluding Injury card). After such time, Sport Canada will require a comprehensive and thoroughly documented review of the athlete's performance over the previous five years in order to demonstrate progress toward top-8 and top-half performances at the World Championships or Paralympic Games in order to justify nomination to "Senior National" card status for an additional year. This process must be followed for all subsequent years that the athlete is nominated at this level.

For athletes who have been carded for seven or more years, Cycling Canada may, on a case-by-case basis, impose additional criteria for the athlete to maintain his or her carding in subsequent years. These criteria will be clearly communicated to the athlete in writing at the beginning of the carding cycle, either by the CTO or national coach, and a copy of the letter will be given to Sport Canada.

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### 8. Maximum number of years at the Development carding level

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An athlete may be carded at the D level for a maximum of one (1) year.

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### 9. Team events

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Athletes who compete in the finals of team events on the Paralympic program may be nominated for Senior Cards if they meet the criteria. In the event there are fewer cards available than eligible athletes, the team members will receive equal portions of the remaining funds if at least four months of carding is available for each athlete. If not, the athletes will be prioritized based on the Athlete Assessment.

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### 10. Card Quota and distribution

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The quota available for Para-Cycling is the equivalent of 15 Senior cards or \$270,000, distributed as follows:

Cycling Sport	Objective Card Quota	Discretionary Card Quota
PARA	12	3



## PARA-CYCLING CRITERIA for the 2017 Carding Cycle

Senior cards may be converted to Development cards at the discretion of Cycling Canada as long as the final amount is within the carding quota. Due to the limited funds available meeting carding criteria does NOT automatically qualify an athlete for a card.

Each year, Sport Canada reviews carding allocations based on international results indicating Paralympic podium potential. As a result, the number of cards allocated to cycling is subject to change. If the allocation differs from that mentioned in this document the Chief Technical Officer – Head Coach will determine the distribution.

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### 11. Prioritization of Objective Cards

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Objective cards will be allocated to eligible athletes before Discretionary cards, using the following order of priority:

N.B.: This priority order of nominations does not apply to Discretionary cards – please see the section on Discretionary card criteria for more information.

#### **PRIORITY OF RECOMMENDATION FOR OBJECTIVE SENIOR CARDS:**

1. Athletes meeting SR1 criteria
2. Athletes meeting SR2 criteria
3. Athletes meeting injury criteria who were SR1 the previous year
4. Athletes meeting injury criteria who were SR2 the previous year
5. Athletes meeting SR Automatic criteria
6. Athletes meeting SR Specific criteria
7. Athletes meeting D criteria

#### **PRIORITY OF RECOMMENDATION FOR ATHLETES ELIGIBLE FOR THE SAME LEVEL OF CARDING:**

*If two or more athletes are eligible for the same level of carding as outlined above, the criteria below will be used to rank them.*

1. Percentage of time standard (see Schedule D)
2. UCI Para-Cycling ranking on Nov. 30, 2017 (athlete must be in top-half of ranking)
3. If, after all of the above, there still remains a tie, the discretionary process outlined in Schedule C will be used to prioritize among the tied athletes.

#### **Notes:**

- In order for a result to be used as a tie-breaker, the athlete must have finished in the top-half of the field.
- In comparing results between different categories, the depth of field will be taken into consideration. The athlete's finishing position will be calculated as a percentage of the total number of starters.

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### 12. Tandem

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A tandem approved for nomination will normally result in two cards – one for the visually impaired athlete and the other for the pilot. Throughout the prioritization process outlined above, both members of a tandem pair will be put forward based on the ranking of the visually impaired athlete, with the pilot ranked immediately after the stoker. In the event there is not enough funding to give both athletes a full card, the funding will be pooled and the two athletes will receive an equal amount, as long as four months of carding is available for both athletes. If there is less than four months available for each athlete, all of the funding will go to the visually impaired athlete. If two pilots meet the criteria with the same visually impaired athlete, the pilot chosen by the visually impaired athlete for the following season will receive carding.

#### **Change of pilot**

A carded visually impaired athlete may change pilots during the carding cycle if, in the opinion of CC and the athlete, it is necessary for performance-based reasons. In this case it may be possible to reallocate the remaining carding support to the new pilot.



## PARA-CYCLING CRITERIA for the 2017 Carding Cycle

A visually impaired athlete may also change pilots if their pilot retires at the end of the season, before carding nominations are made.

In either case, the new pilot may be recommended for the remaining carding support if he or she:

- is currently carded, or
- was carded in the previous year, or
- meets the performance standard in Schedule D in the tandem category.

The change of pilot must be approved by the Para-cycling coach and the Chief Technical Officer-Head Coach.

### **Carding level of the new pilot**

In both of the above situations, the new pilot will be eligible for recommendation as follows:

- If the new pilot is currently carded at the Senior level, he or she will maintain this carding level
- If the new pilot is not currently carded and the visually impaired athlete is carded at the Senior level, the pilot will be eligible for a Senior card if he or she has previously been carded at the C1 level, or at the C1 level if he or she has not previously been carded at the senior level.
- If the new pilot is not currently carded and the visually impaired athlete is carded at the D level, the pilot will be eligible for a D card.

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### **13. Discretionary Cards**

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Athletes who meet carding criteria but were not nominated for an Objective card may be nominated for a Discretionary card.

Nominations will be based on the expert assessment of the Chief Technical Officer-Head Coach and the Sport's National Coach that the athlete has the potential to achieve top-16 performances at World Championships and/or Major Games and/or to assist teammates achieve podiums results in those events.

Athletes will be assessed by the National Coach(es) and the Chief Technical Officer-Head Coach using the Athlete Assessment outlined in Schedule D of these criteria.

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### **14. Injury Cards**

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Injury cards may be available to athletes carded at the SR1 or SR2 level the previous year who have failed to meet carding criteria strictly due to injury, illness or pregnancy, under the following conditions:

- The athlete has fulfilled all reasonable training and rehabilitation requirements aimed at a speedy return to training and competition during the period of his or her injury, illness or pregnancy and, despite making every reasonable effort to attain the applicable carding standards, has failed to do so, in the view of the Cycling Canada for reasons strictly related to the injury, illness or pregnancy.
- The athlete is expected to meet criteria in the upcoming carding period, based on CC's expert opinion and that of a team physician or approved equivalent. This must be indicated in writing to Sport Canada.
- The athlete has demonstrated and continues to demonstrate his or her long-term commitment to high-performance training and competition goals, as well as his or her intention to pursue full high-performance training and competition throughout the carding period for which he or she wishes to be renewed despite not having met the carding criteria.

The injury card policy is explained in Section 9 of the Sport Canada Athlete Assistance Program Policies and Procedures.





All documentation pertaining to any injury must be submitted to CC no later than Oct. 31, 2017.

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### **15. Athlete Assessment**

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The Athlete Assessment is a tool used by the National Coaches and the Chief Technical Officer-Head Coach to assess all athletes having met carding criteria.

These assessments quantify the coach and CTO's evaluations of the athletes across a range of criteria that encompass racing ability and attitude.

The assessment scores are used to rank athletes for the allocation of discretionary cards.

The Athlete Assessment is described in Schedule D.

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### **16. Appeals**

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Decisions by Cycling Canada on nominations for carding or de-carding may be appealed under Cycling Canada's appeals policy. Appeals are restricted to those athletes who are eligible to be considered for carding by meeting the criteria set out in this document.

Decisions made by Sport Canada may be appealed under the relevant provisions of the Sport Canada Athlete Assistance Program.



## SCHEDULE B: SPORT-SPECIFIC CARDING CRITERIA

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### 1. SENIOR CARDS

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#### SR1

Finish top-8 and top-half at the 2017 World Championships (Road and/or Track)

#### SR2 Maintenance criteria

Athletes must meet all of the following criteria:

- Compete at the 2017 Canadian Para-Cycling Championships (Road or Track)
- Meet the B time standards for either road or track (see Schedule D)
- Finish top-8 and top-half of the field at a 2017 UCI Para-Cycling event or be the top Canadian in his or her class on the UCI Para-Cycling ranking on Nov. 30, 2017

#### SR AUTO

Athletes must meet the following criteria between Nov. 1, 2016 and Oct. 31, 2017:

- Finish top-8 and top-half\* at a UCI Para-Cycling World Cup and/or European C1 event.

\* This may include events that group classes in a format different from the Paralympic Games.

#### SR SPECIFIC

Athletes must meet both of the following criteria between Nov. 1, 2016 and Oct. 31, 2017: :

- Finish top-8 and top half at a UCI sanctioned event, and
- Finish top-3 and top half at the 2017 Canadian Para-Cycling Championships (Road or Track)

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### 2. DEVELOPMENT CARDS

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#### D1

Athletes must meet one of the following criteria:

- Finish top-3 and top half at the 2017 Canadian Para-Cycling Championships (Road or Track)
- Be ranked among the top 2 Canadians in his or her class on the UCI Para-Cycling rankings on Nov. 30, 2017
- Meet the DEV time standard outlined in Schedule C



## SCHEDULE C: TIME STANDARDS

### 1. Road time standards

The standards for the Road time trial represent the average speed for every International event of 2016 (2 World Cups\* and 1 Paralympic Games) per class. The A standard represents the Bronze Medal average speed and the B Standard is 97% of the A Standard (equivalent of a Top 10 finish). Although time factored are revised yearly, they cannot get slower; a previous years' time standard can remain current if the class hasn't gone faster in the current year.

2017 CANADIAN PARA-CYCLING ROAD TIME STANDARDS									
CLASS	A Standard	B Standard	DEV Standard	Minimum Distance	CLASS	A Standard	B Standard	DEV Standard	Minimum Distance
MB	48.99	47.52	44.30	20 km	WB	43.45	42.15	39.10	20 km
MC1	39.63	38.44	36.00	15 km	WC1	30.00	29.10	22.00	15 km
MC2	41.03	39.80	37.50	15 km	WC2	35.91	34.83	32.32	15 km
MC3	43.30	42.00	39.30	15 km	WC3	37.75	36.62	27.00	15 km
MC4	44.88	43.53	41.20	15 km	WC4	37.78	36.65	35.30	15 km
MC5	45.65	44.28	42.00	15 km	WC5	40.07	38.87	37.50	15 km
MT1	27.92	27.08	25.50	10 km	WT1	23.30	22.60	19.00	10 km
MT2	34.76	33.71	31.10	10 km	WT2	30.03	29.13	22.00	10 km
MH1	21.87	21.21	19.68	10 km	WH1**	-	-	-	-
MH2	33.65	32.64	27.40	10 km	WH2	23.75	23.04	15.00	10 km
MH3	39.86	38.67	34.90	15 km	WH3	33.04	32.05	26.90	10 km
MH4	40.20	39.00	34.60	15 km	WH4	33.61	32.61	29.60	10 km
MH5	38.91	37.75	35.30	15 km	WH5	34.74	33.70	32.30	10 km

\* The South African World Cup was not included due to very low participation numbers

\*\* The time standards for this new class will be developed based on the results of the first World Cup in 2017

**Note:** Road standard time will only be accepted from athletes having met the aforementioned time in the presence of a Cycling Canada accredited commissaire/official and where electronic timing was used



## 2. Track Time Standards

The standards for the Track time trial (Kilo) is equivalent to the average time of the Bronze medals from every sea level World Championships and Paralympic Games since 2011. The standard for the individual pursuit is equivalent to the average time of the 4<sup>th</sup> place finisher from every sea level World Championships since 2011 and Paralympic Games.

Men	PURSUIT			Kilometer	
	A	B	DEV	A	Dev
Tandem	04:21.80	04:27.0	04:32.60	01:03.80	01:07.000
C1	04:12.00	04:15.0	04:20.40	01:21.10	01:23.500
C2	03:54.30	03:57.3	04:04.10	01:17.70	01:20.900
C3	03:39.40	03:44.9	03:55.90	01:11.90	01:16.500
C4	04:47.80	04:52.6	05:04.90	01:09.40	01:11.900
C5	04:42.30	04:45.7	04:56.20	01:07.90	01:11.700
Women	PURSUIT			Kilometer*/ 500m	
	A	B	DEV	A	Dev
Tandem	03:36.70	03:40.40	03:44.20	01:11.500	01:15.100
C1	04:49.20	04:49.20	04:49.20	47.200	49.300
C2	04:31.70	04:37.30	04:44.90	45.700	49.100
C3	04:24.50	04:27.50	04:31.50	44.700	47.000
C4	04:13.60	04:19.10	04:26.60	41.900	44.900
C5	03:57.50	04:01.10	04:06.40	39.000	42.800

**Note:** Times will only be accepted from athletes having met the aforementioned time in the presence of a Cycling Canada accredited commissaire/official, where electronic timing was used and on a track at sea level (ie. below 1,000 m altitude).



## **SCHEDULE D: Athlete Assessment Tool**

The Athlete Assessment Tool is a new tracking tool intended to provide coaches and athletes a complete overview of all parameters involved with developing excellence.

Race results are an important measure of athlete progression, but they do not give a complete picture. The Athlete Assessment tool provides a more visual and all-round representation of athlete progression consisting of five parameters proven to impact performance and development:

1. Technical
2. Tactical
3. Physiology
4. Psychology
5. Social & Life Skills

These factors are scored based on Key Performance Indicators (KPIs) that are either scientifically validated or placed in high value by coaches.

Physiological KPI's are easily measurable but must be tailored to each specific Cycling Sport.

Technical and tactical parameters are also sport specific.

Psychological and Social and Life Skills KPIs are well described in literature and there are validated ways of measuring them. For example, sport psychology describes eight traits/skills that have shown to have significant impact on performance. These include commitment, coping with pressure, goal-setting, imagery, planning skills, self-awareness and realistic performance evaluations. Though some factors involving social and life skills may appear to allow some bias, constructs are well described in the literature and are stated within the Cycling Canada Long-Term Athlete Development (LTAD) model as a fundamental element.

Each National Program Coach will use the Assessment Tool to track athletes' progress throughout the season, and will provide regular feedback to the athlete.

Any questions regarding the Athlete Assessment Tool can be addressed to the relevant National Program Coach and or Cycling Canada's Pathway Development Manager.