



Policy Area: Honorariums	Subject: Canada Winter Games staff
Title of Policy: CWG Staff Honorariums	Number:
Effective Date: February 2015	Created by: Sonia Schina (VP-Admin)
Approved Date: February 20, 2015 Revision Date: February 20, 2015	Approved by: Raeleen Campsall (VP-Finance)

1. Rationale or background to policy:

Prior to the 2011 Canada Winter Games, honorarium levels were determined by the Games document. The 2011 and 2015 Games package did/does not include any information regarding honorariums to be distributed to Provincial Team staff.

Two persons are required to accompany the BC Team to the Canada Winter Games. Per the 2015 Canada Winter Games document, the Staff must include one (1) Manager and one (1) Coach. These persons are volunteers and often must take a time away from employment or other responsibilities in order to accompany the Team to the Games. Providing an honorarium recognizes the commitment being made by the Team staff and the value they bring in supporting our BC athletes.

Per the 2015 Canada Winter Games Technical package, the designated Coach must be a Level 3 or Competition-Development *certified* coach through the NCCP. It is not stated that the Manager is required to have any coaching certification.

2. Guidelines:

BCAA shall provide an honorarium to CWG Staff based on the following procedures, and provide for this in the budget of every CWG year (every 4th year, where Archery is selected as a sport in the Canada Winter Games.)

3. Procedures:

Honorariums will be awarded with respect to the following criteria:

- the main/head Coach will receive a daily honorarium at 100%.
- if the second staff member:
 - has coaching certification of Level 3 /Comp-Dev or higher, they will receive 100%
 - is actively pursuing their Level 3 / Comp-Dev certification, they will receive 100%
 - has coaching certification below Level 3 / Comp-Dev, they will receive 75%
 - has no coaching certification at all, they will receive 50%

For 2015, the daily rate is set at \$120/day, and may be reviewed in advance of every subsequent Canada Winter Games. The number of days will include the travel and attendance days as stipulated by the Games (the Games determines and provides transportation to/from the Games and accommodations while at the Games, so the number of days is outside the control of the BCAA).