

AWARDS

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1. Rowing Canada Aviron Awards Committee

1.1 There will be an Rowing Canada Aviron (RCA) Awards Committee comprised of such members as may be decided by the Executive Committee and reporting to the President of RCA.

2. Committee Mandate

2.1 The Awards Committee shall be responsible for submitting a list of recommended recipients to the Executive Committee for approval selected from nominations it has invited for RCA awards together with those whom the Awards Committee itself has identified from regatta results and its information database.

2.2 The Awards Committee shall establish and maintain a record of nominations and of the criteria and evaluations by which recipients were selected from the nominations.

2.3 The Executive Committee shall annually budget for the expenses of implementing the Awards policy.

3. Awards

3.1 RCA has the following categories of award:

- RCA Club level awards
- RCA National level awards
- Awards made by trustees of funds held by RCA
- RCA International achievement awards
- RCA Volunteer service awards

An assessment of possible recipients of all awards is made annually but an award is not necessarily made every year.

4. RCA Club level awards

4.1 RCA Club level awards will be made for:

- Junior male sculler of the year (Jack Guest award)
- Junior female sculler of the year (Bobby Pearce award)
- Male sculler of the year (Kiran van Rijn award)
- Female sculler of the year
- Male sweep crew of the year
- Female sweep crew of the year
- Male Adaptive Athlete of the Year
- Female Adaptive Athlete of the Year
- Male coach of the year
- Female coach of the year
- Adaptive Coach of the Year
- Coaching recognition award
- National champion recognition

(Note on named awards

Jack Guest of the Don Rowing Club won the Diamond sculls at the 1930 Henley Royal Regatta and a silver medal at the 1928 Olympic Games in partnership with Joe Wright Jnr. Bobby Pearce of the Leander Rowing Club won the Diamond sculls at the 1931 Henley Royal Regatta and gold medals at the 1928 and 1932 Olympic Games for his native Australia. He moved to Canada and turned professional and was never beaten as both an amateur and professional champion.

Kiran van Rijn was a much admired and well loved athlete who started his rowing career at St. George's school in Vancouver, rowed with the University of British Columbia, Ridley Graduate Boat Club, the University of Toronto, Burnaby Lake Rowing Club and represented Canada at a FISA World Cup in 2001 in the double sculls. He died of cardiac arrhythmia while rowing on Burnaby Lake in 2005 at the age of 29.)

Criteria for these awards are set out below.

Athlete, sweep crew and coach of the year

4.2 The recipients of the Junior male sculler of the year and the Junior female sculler of the year awards will be the athletes who have accumulated the highest total of points for first place finishes at the following regattas, evaluated as indicated:

- Royal Canadian Henley – 50 points
- CSSRA – 40 points
- **highest finish of a non-national team athlete at the RCA National Rowing Championships - 50 points**

4.3 The recipients of the awards for male and female sculler of the year and sweep crew of the year and male and female coach of the year shall be the athletes and coaches who have accumulated the highest number of:

- first place finishes at Royal Canadian Henley; and
- highest finishes of a non-national team athlete at the RCA National Rowing Championships.

4.4 Where two or more athletes or coaches tie for an award **additional points shall be awarded according to the category of the winning boat, as follows:**

- singles and pairs - 50 points
- doubles and fours - 30 points
- quads and eights - 0 points

4.5 In computing totals, no sculler may include sweep events and no sweep athlete shall include sculling events unless, after applying paragraph 4.4, there is still a tie in which case results in sweep events will also be taken into account as set out in paragraph 4.3.

4.6 In the event of two or more athletes or coaches being tied after **applying paragraphs 4.4 and 4.5** more than one award may be made.

4.7 The award for club sweep crews of the year shall be made to:

- two or more males who together formed a crew or part of a crew;
- and
- two or more females who together formed a crew or part of a crew.

4.8 The identification of the recipient of the Male and Female coach of the year shall take into account both sculling and sweep events.

4.9 The awards committee will select the recipients of the adaptive athlete and adaptive coach awards from nominations received based on:

- results at any recreational, adaptive and able bodied events entered by the athlete;
- and

- improvement over the course of the year (nomination to outline how improvement has been measured).

4.10 For adaptive coaches, the following would also be considered:

- commitment to the growth of adaptive rowing;
- espousing fair play and good sportsmanship;
- instilling good ethical and moral principles;
- demonstrating respect for officials;
- promoting the development of athletes' abilities both on and off the water;
- continuous involvement in RCA's national coaching education program; and
- the respect of his or her peers.

4.11 Winners of the club athlete, club sweep crew or club coach of the year may be nominated again in subsequent years. A coach or athlete ceases to be eligible for these awards while a member or full-time coach of the Under 23 or Senior A National Team.

4.12 National Championship Recognition

Winners of the following events at the National Rowing Championships will be recognized at the annual awards banquet:

- U23 men and women, 1x, 2-
- U23 LWT men, 1x, 2-
- U23 LWT women, 1x
- Senior men and women, 1x, 2-
- Senior LWT men, 1x, 2-
- Senior LWT women, 1x

Adaptive:

- Men and women, LTA 2-
- Men and women, TA 1x
- Men and women, A 1x

Coaching recognition award

4.13 The RCA Coaching Recognition Award will be presented annually at the annual coaching conference to a coach who has:

- demonstrated a long term commitment to coaching excellence;
- developed outstanding crews or individual athletes in competitive activities;
- contributed to the development of other coaches and their rowers;
- functioned as a role model and a builder for our sport;
- consistently contributed to the Canadian rowing system.

4.14 The coach would be one who:

- espouses fair play and good sportsmanship;
- instills good ethical and moral principles;
- demonstrates respect for officials;
- is committed to the growth of the sport;
- promotes the development of athletes' abilities both on and off the water;
- has been continuously involved in RCA's national coaching education program; and
- has the respect of his or her peers.

4.15 Nominations for this award will be reviewed by RCA's level 4/5 committee which will make its recommendation to RCA's Awards Committee.

5. RCA National Level Awards

5.1 RCA National level awards are:

- Official's Award
- Special Citation Award
- The John Anderson Corporate Award
- The President's Award

Criteria for these awards are set out below.

Official's award

5.2 The Official's Award shall be awarded to a Licensed Official of RCA. The Officials Committee of RCA shall decide on criteria for the Award and shall make its recommendation to the Awards Committee. The Officials Committee may seek the advice of the Awards Committee but this is not required. The Awards Committee shall not refuse the recommendation of the Officials Committee.

Special Citation award

5.3 This is awarded in recognition of significant acts of bravery, good sportsmanship and concern for others which uphold the traditional values of our sport. Consideration for this award will be given to any nominations received and to any acts which otherwise come to the attention of the Awards Committee.

The John Anderson Corporate Award

5.4 The John Anderson Corporate Award shall be awarded to the corporation or corporations which have contributed in a significant manner to the development of Canadian rowing. A corporation's contribution may have been realized over a number of years and may have been to the development of High Performance or Domestic rowing. The Vice President Marketing shall submit nominations for the award to the Awards Chairman. The Awards Committee shall not refuse the recommendation of the Vice President Marketing.

The award is named in honour of John Anderson who was Vice-President Marketing of Rowing Canada Aviron when he was killed in a car accident in January 2005.

The President's award

5.5 The President's Award shall be awarded at the sole discretion of the President of RCA. The President may seek the advice of the Awards Committee, but this is not required.

6. Awards made by trustees of funds held by RCA

Hanlan-Keller award

6.1 The criteria for this Award are established by the trustees of the Award who shall decide on the recipient. This award was established in memory of Thomas Keller, President of FISA for many years, by his friends, particularly those at the Hanlan Boat Club of Toronto.

Tony Zasada Memorial Scholarship award

6.2 The criteria used in evaluating an athlete's suitability for the scholarship shall in part be those used for the Athlete of the Year, except that performance for previous years may be included at full value and other factors, including scholastic performance, may be included and may take precedence over the athletic or scholastic considerations. Any nomination for this scholarship shall be forwarded as may be required by and to the appropriate approving authority such as the Scholarship Board of Trustees. This award was established by the family and friends of Tony Zasada of the Regina Rowing club. Tony was fifth in the coxed pair event at the 1984 Olympic Games and was killed in a car accident shortly after.

7. RCA International achievement awards

7.1 The winners (athletes and their coach) of gold medals at the Olympic Games and the FISA World Rowing Senior Championships are awarded the Centennial Medal (note that a person may hold only one centennial medal). The winners (athletes and coaches) of gold, silver or bronze medals at those events are awarded the International Achievement Award.

7.2 The RCA Under 23 Award for International Achievement is awarded to athletes and their coach who win gold, silver or bronze medals at the FISA Under 23 World Rowing Regatta.

7.3 The RCA Junior Award for International Achievement is awarded to athletes and their coach who win gold, silver or bronze medals at the FISA World Rowing Junior Championships.

7.4 The RCA Adaptive Rowing Award for International Achievement is awarded to athletes

and their coach who win gold, silver or bronze medals at adaptive rowing events at FISA World Rowing Championships.

7.5 Any athlete and any coach of an athlete who wins an International medal while rowing for RCA (as opposed to rowing for a club or province) such as at the Pan American Games and Commonwealth Rowing Regatta, and the winners of Under 23 and Senior events at the RCA National Rowing Championships, will be recognized at the annual awards banquet.

8. RCA Volunteer Service awards

8.1 RCA Volunteer service awards consist of:

- Outstanding volunteer award
- Retiring FISA umpire recognition
- Long Service Award
- Centennial Medal
- Award of Merit

8.2 RCA confers awards in recognition of volunteer contributions of service by those members who are registered as members of RCA. RCA may recognize others in exceptional cases where warranted. No recognition will be given for services rendered for which RCA has provided remuneration in excess of \$1000 in any one year (excluding reimbursement of allowable costs).

8.3 Volunteer service qualifying for the Centennial Medal or Award of Merit is evaluated according to the Awards Policy Points System found at the end of this policy and labeled Appendix A.

Outstanding volunteer service award

8.4 The RCA Outstanding Volunteer award is given in recognition of a particular piece of work or initiative that has made a significant contribution to the sport at a national level. Nominations for this award must be submitted by RCA Board members who themselves are not eligible for the award with respect to their work as Board members.

Retiring FISA umpire recognition

8.5 Those retiring as FISA umpires, a requirement on reaching age 65, receive a framed letter of appreciation for the contribution they have made to our sport for many years and, in particular, for representing Canada at international regattas as a FISA umpire. In doing so they have supported athletes and our sport around the world and brought honour and prestige to Canada and to Rowing Canada Aviron.

Long service award

8.6 There shall be long service awards given for service to RCA of:

- 15 years, no more than 5 of which shall be included for services as a
- competitive athlete at the club level; and
- 25 years; and
- 35 years; and
- 45 years; and
- 50 years
- **Both individual persons and organizations are eligible for this award.**

8.7 Those entitled to long-service awards will be identified from nominations submitted by member clubs with the relevant details. The awards committee will send a letter to all clubs each year inviting such nominations (see Appendix C).

8.8 To qualify for a long service award a person shall be registered with RCA at the time of the award. Recognition will be awarded on the basis of confirmation by a member club that the individual has qualified for the award. If part of the service is claimed at another member club of RCA, clubs may, in making the confirmation, include such part of service in their confirmation.

8.9 Service shall be determined on the basis of participation as:

- a member of a member club of RCA
- service as a volunteer administrator at any level within RCA
- service as a volunteer coach at any level within RCA
- service as an official at any level within RCA.

8.10 No Long Service Award will be awarded for service rendered as a competitive athlete at the club level only. A Long Service Award may be awarded for an athlete who has represented Canada if the competitive period was for 15 years, and not more than 5 qualifying years were at the club competitive level.

8.11 Quality of service shall not form a consideration; however, mere payment of membership or other fees and/or attendance at events as a spectator only, shall not be considered as qualifying service unless there is, in addition, service as a volunteer for at least two days in each qualifying year.

8.12 The Long Service Award shall be called the "Long Service Award of the Canadian Amateur Rowing Association (or Rowing Canada Aviron)." The recipient shall receive a distinctive lapel pin in the case of an individual, a scroll in the case of an organization.

The Centennial medal

8.13 RCA may award a Centennial Medal to a person who has qualified for a Long Service Award or has been nominated by a person or club registered in RCA. To qualify, the person

nominated for recognition for having performed quality and quantity of service, shall:

- a. be registered in RCA; and
- b. be eligible for or have received a Long Service Award; and
- c. fill in or have filled in on his or her behalf a RCA Awards Booklet (AppendixD).

8.14 Numerical credits will be assigned as indicated in Appendix A for each item or event demonstrating quality and/or quantity of service. Nominees for the Centennial Award shall be considered for the Award upon gaining a cumulative total of 5000 numerical credits. The Awards Committee may recommend each year up to three awards from those attaining 5000 points. If in any year more than one person has gained a total of 5000 points, the nominees shall be ranked in order of numerical totals with the highest points in first place. The top three on this list may be recommended for the Award.

8.15 The rankings shall be adjusted annually thereafter by including therein further quantity or quality of service contributed after the initial nomination.

8.16 A person may hold only one Centennial Medal.

8.17 As set out in paragraph 7.1, winners of Gold Medals at the Olympic Games or the World Championships shall, unless they have previously received a Centennial Medal, receive a Centennial Medal.

RCA Award Of Merit

8.18 A recipient of the RCA Centennial Medal may, after receipt of the Medal, continue to accumulate numerical credits for quantity and/or quality of service. RCA may award the RCA Award of Merit if a nominee has earned a numerical cumulative total of not less than 10,000 points.

8.19 A person may hold only one RCA Award of Merit.

9. Nomination Process

9.1 The Awards Committee shall annually request the RCA Head Office to call, by way of letters to Provincial Associations, member clubs and coaches for nominations for the adaptive awards, coaching recognition award, special citations, long service awards, Centennial Medals and Awards of Merit. This call for nominations will also be published in the electronic newsletter and on the web site. A suggested form is included as Appendix C.

9.2 All nominations received by October 1 in any year, shall be considered for an award in that year. Nominations received after October 1 shall be considered in following years.

9.3 Application for recognition of an individual in the form of the Centennial medal or Award of Merit shall be made to RCA by anyone who is registered with RCA. The

Application shall be completed using the RCA Awards Booklet (Appendix D) and shall include: the name of the individual for whom recognition is being sought, the nature of the service for which recognition is being sought and the name of the proposer. Such awards can be made posthumously.

9.4 Upon receipt of such application, it will be examined by the Awards Committee, who will ensure that it is prepared in accordance with the approved form, and evaluate the information in accordance with the Awards Policy Points System to ensure the all pertinent factors have been considered. Based on this review the Awards Committee shall prepare a recommendation for awards for the Executive Committee each year.

9.5 The Executive Committee will consider and, unless it disagrees, approve the recommendation. In the case of disagreement, the Executive Committee will communicate with the Awards Committee to discuss the disagreement and, after discussions, the Executive Committee may accept or reject the recommendation. If the Executive Committee rejects the recommendation, it shall do so in writing, stating reasons and criteria on which its decision is based. A rejection shall remain in force for not less than one (1) year. After one year, the Awards Committee may, if it still deems so to be appropriate, resubmit its original recommendation as if it were a new submission.

9.6 The process shall be conducted so that recognition awards can be announced not later than the Annual General Meeting of the current year. For awards not within the gift of RCA, the same time schedule shall apply, save that no public announcement of the nomination shall be made by RCA. The award shall be given to the recipient at the time of the announcement.

9.7 All awards made by RCA, or awards made on the recommendation or support of RCA, shall be published.

9.8 An award, once made, shall not, unless the information supplied by the nominee is false, be withdrawn.

10. Requests For Nominations By Other Entities

10.1 RCA receives requests annually for nominations or support of nominations for awards from other organizations. These awards are given annually in competition with other Olympic Sports and, based on experience to date, suggest that in order to be considered likely for successful nomination, a nominee must have excelled in the year of nomination (winning a Gold Medal at Olympics or World Championships) and have had a proven, superlative track record. Nominees for these awards should have accumulated at least 5,000 points and have accumulated not less than 1,000 points in the year specifically for which the nomination is being considered.

11. Further Awards

11.1 The recipient of an RCA Award of Merit may continue to accumulate numerical credits

for quantity and/or quality of service.

11.2 Notwithstanding any other requirement, any person who, as an athlete or coach, has won a Gold Medal at the Olympics or a Gold Medal at the World Championships and at least one other medal at either the Olympic Games and/or the World Championships, shall be nominated by RCA to Canada's Sports Hall of Fame.

11.3 Any person who has acquired, for quantity of service, numerical credits totaling 20,000 points or more, shall be considered for a further award as follows:

- to Canada's Sport Hall of Fame if the quantity and quality of service has been such as to have had effect largely within the Canadian rowing community (i.e. the Canadian public would not, in the course of normal events, be aware of or introduced to the result of this person's work).
- to the Order of Canada if the quantity and quality of service has been such as also to have had a significant effect outside the Canadian rowing community (e.g. the Canadian public would, in the normal course of events, be able to be aware of or be introduced to the results of the person's work; or the person has performed a task or series of tasks which has brought to notice internationally, Canadian efforts in rowing).

11.4 In determining the effect of the work of a potential nominee outside the rowing community, even if the nominee's name has not been widely associated with the work, reference shall be made to:

- any standard books of Canadian reference
- references in Canadian and foreign rowing and other journals
- awards given for services to Canadian rowing by Canadian or
- foreign organizations which are not restricted to rowing alone.

11.5 Where such an award is considered by RCA, the Executive Committee shall direct the Awards Committee in writing on whether or not to initiate the nomination proceedings. Any nomination for such an award will require the approval of the Board of Directors before it is submitted to the Sports Hall of Fame or the Chancellery of Canadian Orders and Decorations.

11.6 Where a member club or a person registered in RCA applies to RCA in support of a nomination for an award being made on behalf of another person registered in RCA, or where RCA is asked to comment in support of a nomination of an RCA member, RCA may support such nomination if the nominee would otherwise qualify for an RCA nomination for that award. If the award is an award for which RCA would not, according to this policy, submit a nomination, RCA may nevertheless comment on the nomination by providing information in narrative form, indicating quality or quantity of service rendered RCA by the nominee.

12. RCA Staff

12.1 1 Professional Staff of RCA may qualify for Awards, but only for contributions made as a volunteer (e.g. volunteer athlete, coach, official of administrator).

Awards Policy Points System

1. This Points system is used exclusively for identifying winners of Centennial Medals and the Awards of Merit and not for any other awards.

2. Club Participation

2.1 Points to be gained for each year contributed as a:

Member of a club	15
Competitive rower at the club level	30
Coach	36
Committee	30
Executive	45
President	55

3. Competitive Results At Club Level

3.1 Points gained as a coach or athlete by winning:

Each event at a Regional level, University, Dominion Day Regatta	10
Each event at a Provincial Championship Regatta or equivalent level	25
Each event at the Junior or Under 23 level of Canadian Henley, the CSSRA, the USSRA Henley, the RCA Inter-Provincial Championship Regatta or the Canadian National Championship Regatta	40
Each event at the Senior level at Canadian Henley, the US National Championship levels, Head of the Charles, the RCA Inter-Provincial Championship Regatta or the Canadian National Championship Regatta ..	50
Each Head race (10 clubs/University only)	25
Each Head race (20 clubs or more – other than the Head of the Charles) ..	30
Henley Royal Regatta Winner	1000
Finalist	750

4. Competitive Results At National Or Provincial Team Level

4.1 Points gained for:

Each win at a team selection event:	40
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Each selection to a National or Provincial Team	10
Each National or Provincial team on which actually rowed	30
Each Olympic medal won:	
Gold	5000
Silver	4500
Bronze	4000
Each Senior World Championship medal won:	
Gold	5000
Silver	3500
Bronze	3000
Each World Rowing Junior and Under 23 Championships medal won:	
Gold	3000
Silver	2500
Bronze	2000
Each Pan Am medal won:	
Gold	1000
Silver	950
Bronze	900
Commonwealth Games or Commonwealth Rowing Championship, the World Rowing University Championships and World University Games ("Universiades"):	
Gold	400
Silver	350
Bronze	300
Each Rowing World Cup and Rotsee Luzern:	
Gold	1000
Silver	900
Each Canada Games Event:	
Gold	50
Silver	45
Bronze	30
5. Qualifications	
5.1 Points gained by achieving:	
Coaches Level	
I	20
II	40
III	60



IV	80
V	100
Officials Level	
I	20
II	40
III	60
FISA License	100
5.2 Points gained by officiating at:	
Each Regional regatta	10
Each Provincial Championship level regatta	15
Each National level regatta	25
Each Pan Am/Commonwealth regatta	50
Each World Championship/Olympics	100
6. Regatta Organizer	
6.1 Points gained by serving, on each occasion, as:	
Chair of a national level regatta event	100
Committee Chair of a national level regatta event	50
Assistant on a Committee	
a) if also worked outside regatta dates	25
b) if worked on regatta dates only	10
Chair of a Provincial Championship level regatta event	50
Committee Chair	25
Assistant on a Committee	
a) if also worked outside regatta dates	25
b) if worked only on regatta dates	5
Regional regattas:	
Chair	25
Committee Chair	15
Assistant	
a) if worked outside regatta dates	10
b) if worked only regatta dates	5
International regattas:	
Chair	250
Committee Chair	100
Assistant	
a) if also worked outside regatta dates	50
b) if worked only on regatta dates	25

7. Administration

7.1 Points gained each year by serving:

At the National level as:

President	500
Officer	250
Committee Chair	100
Rep for RCA or Member of RCA Committee	25
Club Rep	10

At the Provincial/Regional level as:

President	150
Officer	100
Committee Chair	50
Committee Member	25
Club Rep	5

At the International Multi-Sport level as:

President	5000
Officer	3500
Director	3000
Subcommittee Chair	2000
Subcommittee Member	1500
RCA Delegate	50

At the FISA Levels

President	4000
Officer	3000
Continental Rep or Executive Committee Member	2000
Committee Chair	2000
Committee member	1000
RCA Delegate	50

At the Pan Am or Commonwealth Games Rowing Levels

President	1000
Officer	700
Committee Chair	500
Committee member	100
RC Delegate	50

8. Awards

8.1 Points gained by being awarded:

FISA Medal of Honour	4000
Air Canada Award	1000
Finalist	900
Sports Federation of Canada Award	1000

Induction to any other (Limited) Sports Hall of Fame	750
Nomination by RCA to above award if not accepted	100
Award of Merit	500
Centennial Medal	250
Long Service Award (each)	100
Any annual RCA Award	100
9. Provincial Or Civic Awards	
9.1 Points gained for receipt of each award limited to residents of a Province or Municipality:	
Provincial award unrestricted to any specific sport	500
Provincial award restricted to one sport	
(each sport may receive the award)	25
Civic award unrestricted to any one sport	100
Civic award restricted to any one sport (e.g. rowing)	25
Club awards	5
(Note: "unrestricted" means that rowing competes against other disciplines for the award and usually only one is given for all sports).	
10. Publicity	
10.1 Points gained for each occasion/year:	
Articles written, without remuneration, in a rowing journal	5
Year as a Regional correspondent for RCA's magazine	10
As a member of the Editorial Board of RCA's magazine	25
As the Editor of RCA's magazine	150
As a seminar or guest speaker	15
As a seminar or clinic organizer	20
Chairmanship of a Provincial AGM	25
Chairmanship of a National AGM	50
11. Fundraising	
11.1 Points gained for each unrestricted \$1000 personally raised for:	
RCA	50
A Provincial Rowing Association	20
A Club	10

11.2 Points gained for each unrestricted \$1000 raised as a member of a fundraising committee, but not raised by personal intervention with the donor, for:

RCA	10
Provincial Association	4
Club	2

12. Special Considerations

Starting and helping survive or rejuvenating a moribund club or association	500
Starting and establishing a new regional, provincial or national regatta	500
Undertaking a major task of national significance successfully and improving the results measurably (list each project)	500
Served on a committee, reporting immediately to, and assisting another person to achieve the above	500

13. Description Of Other Volunteer Or Professional Activities Not Covered By Above

13.1 The Nominee may provide a narrative description of other volunteer or professional work, for which no RCA points will be awarded, but which would be taken into account if RCA considers nominations at the exceptional levels.

14. Special Actions

14.1 Displaying significant actions of bravery, good sportsmanship and concern for others that uphold the traditional values of the sport.	500
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APPENDIX "B": AWARDS CEREMONY RECOMMENDATIONS

1. Awards Ceremony

1.1 There shall be an Awards Ceremony at which all the Awards set out in this policy are presented with the exception of the Coaching Recognition award which is presented at the Annual Coaches' conference. Medals won at the FISA World Rowing Championships and awarded to RCA by FISA will be presented to the coach of the medal-winning crew, either at the Annual Awards ceremony or at another time deemed more appropriate. These medals shall remain the property of RCA, may be retained by the coach during his or her lifetime but shall be returned to CARA upon the death of the coach or at the coach's discretion.

1.2 The Awards Committee and the RCA Office shall work together to ensure that all awards for presentation are present and correct for presentation at the Annual Awards Ceremony.

2. Nature Of The Awards

2.1 RCA Club Level awards

- The RCA Club level awards, except for the Coaching Recognition Award, shall consist of a plaque with the CARA crest and the name of the winner and the title of the award. A cheque for \$500 accompanies the Jack Guest and Bobby Pearce awards.
- The Coaching Recognition Award shall consist of a framed scroll.

2.2 RCA National Level awards

- The Official's award shall consist of a plaque with the CARA crest and the name of the winner and the title of the award.
- The Special Citation award will consist of a framed scroll setting out the nature of the award, the name of the winner and a description of the action giving rise to the award. The description of the nature of the award is as follows: "The Rowing Canada Aviron Special Citation is awarded in recognition of significant acts of bravery, good sportsmanship and concern for others which uphold the traditional values of the sport of rowing".
- The John Anderson Corporate Award and the President's Award consist of glass trophies bearing the CARA crest, the name of the winner and title of the award. The President shall decide on additional wording to be included on the President's Award.

2.3 Awards made by trustees of funds held by RCA

These awards are in the form of a cheque, \$500 for the Hanlan-Keller award and \$2,000 for the Tony Zasada award.

2.4 RCA International achievement awards

For those who receive the centennial medal see "RCA Volunteer Service awards" below. All other winners of the RCA International Achievement award receive a scroll with the CARA

crest, the title of the award, the name of the award winner, the event that they gained a top three position in and the position that they finished.

2.5 RCA Volunteer service awards

- The Outstanding Volunteer Award shall consist of a scroll
- The retiring FISA umpire recognition takes the form of a framed letter of appreciation
- The Award of Merit shall consist of a scroll.
- The Centennial Medal shall consist of the specially designed medal which has been approved and shall have the name, club and year of the winner engraved on its obverse.
- The long service award will consist of a pin with the RCA logo and bearing the number of years of service recognized for an individual, a scroll in the case of an organization.

3. Attendance at Awards Ceremony

3.1 The recipients of awards shall be invited to attend the Awards Ceremony. RCA shall assist them to defray the cost of attending the Awards ceremony as follows:

- Athletes or coaches who win a Gold Medal at a FISA Championship or Olympic Games shall receive full transportation costs, one night's accommodation and a ticket to the Awards Banquet
- Recipients of RCA Club level awards, RCA National level awards, Awards made by trustees of funds held by RCA, RCA International achievement awards, the Outstanding volunteer award, Retiring FISA umpire recognition, Centennial medal and the Award of Merit shall receive one night's accommodation and a ticket to the Awards Banquet
- Recipients of the Long Service Award will receive a ticket to the Awards Banquet
- Any athlete and any coach of an athlete who wins an International medal while rowing for RCA (as opposed to rowing for a club or province) such as at the Pan American Games and Commonwealth Rowing Regatta, and the winners of Under 23 and Senior events at the RCA National Rowing Championships, receive a ticket to the Awards Banquet.

4. Form Of The Awards Ceremony

4.1 The form of the Awards Ceremony shall be established by the Awards Committee.

4.2 In general, the Awards Ceremony shall include a formal dinner, an established order of presentation of awards and such highlights, including speeches, film or video presentations as the Awards Committee shall from time to time recommend.

4.3 Once the Form of the Awards Ceremony is established, the Awards Committee shall give direction to the RCA office and the Organizing Committee of the Annual General Meeting.

4.4 The Awards Committee shall direct the RCA Office to prepare a printed program for the



Awards Ceremony on which shall be printed the Awards and those athletes and coaches to be recognized at the Banquet.

4.5 Past Officers of RCA (or the CAAO) may be invited to assist in the presentation of awards.

APPENDIX C
CALL FOR NOMINATIONS: RCA AWARDS

Date

To: RCA Members

From: The RCA Awards Committee

RCA's awards are made by the Executive Committee on the basis of recommendations from the Awards Committee. Some awards are based exclusively on results at regattas, others are selected from nominations received. Accordingly, Provincial Rowing Associations, rowing clubs, special associations and club members are invited to submit nominations for the following RCA awards:

- male and female Adaptive Athlete of the Year
- Adaptive Coach of the Year
- coaching recognition award;
- special citation award;
- volunteer service awards - long Service Award, Centennial Medal and Award of Merit.
-

The criteria for these awards are attached.

Award winners are announced at the Awards Banquet during the Annual General Meeting to be held in _____ on _____ except for the coaching recognition award that will be announced at the Annual Coaches' Conference, _____.

Nominations may be sent to the RCA office by mail, fax or e-mail to the address below no later than _____.

Any questions can be addressed to _____ at _____.

Thank you,

RCA AWARD CATEGORIES AND CRITERIA

ANNUAL ADAPTIVE ROWING AWARDS

The awards committee will select the recipients of the adaptive athlete and adaptive coach awards from nominations received based on:

- results at any recreational, adaptive and able bodied events entered by the athlete; and
- improvement over the course of the year. (nomination to outline how improvement has been measured)

For adaptive coaches, the following would also be considered:

- commitment to the growth of adaptive rowing;
- espouses fair play and good sportsmanship;
- instills good ethical and moral principles;
- demonstrates respect for officials;
- promotes the development of athletes' abilities both on and off the water;
- has been continuously involved in RCA's national coaching education program; and
- has the respect of his or her peers.

COACHING RECOGNITION AWARD

The RCA Coaching Recognition Award will be presented annually at the annual coaching conference to a coach who has:

- demonstrated a long term commitment to coaching excellence;
- developed outstanding crews or individual athletes in competitive activities;
- contributed to the development of other coaches and their rowers;
- functioned as a role model and a builder for our sport;
- consistently contributed to the Canadian rowing system.

The coach would be one who:

- espouses fair play and good sportsmanship;
- instills good ethical and moral principles;
- demonstrates respect for officials;
- is committed to the growth of the sport;
- promotes the development of athletes' abilities both on and off the water;
- has been continuously involved in RCA's national coaching education program; and
- has the respect of his or her peers.

Nominations for this award will be reviewed by RCA's level 4/5 committee which will make its recommendation to RCA's Awards Committee.

SPECIAL CITATION AWARD

This is awarded in recognition of significant acts of bravery, good sportsmanship and concern for others which uphold the traditional values of our sport.

RCA VOLUNTEER SERVICE AWARDS

To qualify for a volunteer service award a person must be registered with RCA at the time of the award. Recognition will be awarded on the basis of confirmation by a member club that the individual has qualified for the award. If part of the service is claimed at another member club of RCA, clubs may, in making the confirmation, include such part of service in their confirmation.

Long Service Award

Long service awards are given for service to RCA of 15, 25, 35, 45 and 50 years. Service shall be determined on the basis of participation as:

- a member of a member club of RCA providing volunteer service for at least two days in each qualifying year;
- a volunteer administrator at any level within RCA;
- a volunteer coach at any level within RCA; and
- an official at any level within RCA.

No Long Service Award will be awarded for service rendered as a competitive athlete at the club level only. A Long Service Award may be awarded for an athlete who has represented Canada if the competitive period was for 15 years and not more than 5 qualifying years were at the club competitive level.

Nominated members will receive a distinctive long service pin.

Centennial Medal and Award of Merit

Nominations may also be made for those believed to have earned the Centennial Medal or Award of Merit. Simply complete a Long Service Booklet, which is attached as Appendix D to the Awards Policy to be found on the RCA website under Member Services/Policies. Submit these to Rowing Canada Aviron and they will be evaluated in accordance with the points system set out in Appendix A to the Awards Policy.

APPENDIX D

AWARDS BOOKLET

INTRODUCTION

This booklet is designed to obtain the information necessary to identify those who have earned either the Rowing Canada Aviron Centennial Medal or the Rowing Canada Aviron Award of Merit through their contribution to the sport of rowing in Canada as an athlete and as a volunteer. The information provided by those completing the questionnaire is awarded points in accordance with the table contained in Appendix A of Rowing Canada Aviron Awards Policy which can be found on the website at http://www.rowingcanada.org/member_services/awards/

Those who achieve 5,000 points are awarded the Centennial Medal and those who achieve 10,000 points are awarded the Award of Merit. These awards are presented at the annual awards banquet held during Rowing Canada Aviron's annual general meeting.

CONTACT INFORMATION

Name in full:

Home club:

Home Address:

Home telephone number:

Business telephone number:

Home email:

RCA registration number:

RCA Umpire's licence number:

For office use only

CLUB PARTICIPATION

Year first joined a Rowing Canada Aviron member club

List years not active in a Rowing Canada Aviron member club after joining first club

Number of years:

- rowed competitively in any class at club level
- as a coach at club, school or university level
-
- served on the club's executive
-
- served on a club committee
-
- served as club president

List any other club participation activities and years involved

COMPETITIVE RESULTS ACHIEVED AS ATHLETE OR COACH AT THE CLUB LEVEL

Please identify below the WINS achieved at the club level. Please give year and event and whether as athlete or coach.

WINS AT

Regional, University or Dominion Day regattas

Provincial Championships, Provincial Summer Games

Royal Canadian Henley, CSSRA Championships, US National Championships, head of the Charles, RCA Inter-Provincial Championships, Canadian National Championships.

Each Head race (up to 10 clubs/University only)

Each Head race (20 clubs or more – other than the Head of the Charles)

Henley Royal Regatta (UK)

- wins
-
- finalist

List any other competitive wins

COMPETITIVE RESULTS ACHIEVED AS PART OF A PROVINCIAL OR NATIONAL TEAM ATHLETE OR COACH

Identify each year and at what level you or your athletes:

- won in a selection process for a provincial or national team
-
- were selected for a provincial or national team (include team support as manager, boatman etc.)
-
- actually rowed as part of a provincial or national team.
-

List medals won at the following regattas, identifying the event, year and medal won:

- Olympic or Paralympic Games
-
- World Rowing Championships (Juniors, under 23, senior)
-
- FISA World Cups
-
- World University Rowing championships
-
- Pan American Games
-
- Commonwealth or British Empire Games or regattas, University
-

- Rotsee regatta, Luzern
-
- Canada Summer Games
-

QUALIFICATIONS

Level of coaching at which certified by the Coaching Association of Canada.

Level of officiating at which certified (including FISA licence if obtained)

EXPERIENCE AS A LICENSED OFFICIAL

Please identify the regattas and the year in which you officiated, as a licensed referee (regattas at which you officiated without a license should be identified in the next category).

Regional regattas, including regional championships

Provincial championships

National regattas (i.e., the Royal Canadian Henley, the Canadian National Championships, the Inter-Provincial championships, the CSSRA Championships, or a regatta at which 20 or more clubs usually participate from two or more provinces or other countries).

Continental Championships (the Pan American Games, Commonwealth or Empire Games).

World University Rowing Championships, World Rowing Championships, FISA World Cup, Olympic or Paralympic Games

EXPERIENCE AS A REGATTA ORGANIZER/ADMINISTRATOR

Please identify the regattas and the year in which you acted as a member of the organizing committee of the regatta or officiated without a licence. Please identify the position held and any events at which participation as a helper was limited to the day of the event.

Regional regattas

Provincial regattas

National regattas

Continental regattas

World regattas

ADMINISTRATION

Please list the positions held (president, officer, committee chair) and years served:

- at a National Level in Rowing Canada Aviron, one of Rowing Canada Aviron's committees or as a representative of Rowing Canada Aviron to another organization.
-
-
-
- At a provincial level
-
-
-
-
-
-
- International level (i.e., FISA)

AWARDS RECEIVED

List all rowing awards received in any rowing capacity (e.g., Rowing Canada Aviron, Provincial Rowing Association, club and civic awards) including any inductions into Halls of Fame and any nominations for such inductions which were not accepted.

PUBLICITY

List any published articles that you have written on rowing for which you did not receive any remuneration. If a full list is not available, please estimate the number of articles and the publications in which they appeared and the approximate dates.

List the years in which you acted as regional correspondent or editor for any national rowing journal.

List the occasions in which you talked about rowing as a guest speaker.

List the seminars on rowing topics which you have organized (including technical clinics).

List the provincial and National Annual General Meetings that you have chaired.

FUND RAISING

Please state the amount in \$1,000s that you have personally raised on behalf of Rowing Canada Aviron, a Provincial Rowing Association or a club.

Please state the amount in \$1,000s raised on behalf of Rowing Canada Aviron, a Provincial Rowing Association or a club by a fundraising committee of which you were a member.

SPECIAL CONSIDERATIONS

Please identify any noteworthy projects you have undertaken for the benefit of any element of Canadian rowing, providing sufficient details to enable the impact or importance or your special contribution to be assessed. Examples include:

- the establishment of a new rowing club (or the resurrection of an existing club whose survival was in serious jeopardy);
- the creation of an annual regatta which continues to exist;
- holding a regatta noteworthy because of the high participation levels or visit by a high profile guest;
- introduction of a new program at a national level of benefit to the members as a whole;
- playing a part in bringing an international regatta to Canada;
- producing a manual dealing with rowing matters that has attracted international attention.

SPECIAL ACTIONS

Any significant actions of bravery, good sportsmanship and concern for others that uphold the traditional values of the sport. (Please do not be modest! We may not know unless you tell us).

OTHER INFORMATION

Please let us know of any other volunteer work that you may be involved in.