



## OFFICIAL'S TRAINING AND EXPERIENCE SUBSIDIES PROGRAM

### 1.0 Purpose

The purpose of Training and Experience Subsidies is to financially aid in the development of volunteer Triathlon BC officials who have sought to improve their skills through self-funded travel to courses sanctioned by Triathlon BC, Triathlon Canada (TC) or World Triathlon (TRI) or to officiate at higher level races sanctioned by Triathlon BC, TC or TRI.

### 2.0 Requests for Training Subsidy Submissions

A notice to all active (i.e. officiated at least one Triathlon BC sanctioned race between January 1<sup>st</sup> and October 15<sup>th</sup> of the year for which a subsidy is to be considered) Triathlon BC officials shall be sent out (by e-mail to the address last submitted to Triathlon BC by the official at the end of the Triathlon BC race season, but by no later than October 31<sup>st</sup>, requesting any Triathlon BC officials with eligible training or travel expenses for the current year to submit them for consideration.

### 3.0 Officials' Eligibility

For an official to be eligible to submit a request for a subsidy, the following must be satisfied:

- 3.1 The official must be a member (Technical, Racing, Board or Lifetime) in good standing with Triathlon BC during the year for which subsidy is to be considered;
- 3.2 Have officiated at least one race sanctioned by Triathlon BC during the year for which the subsidy is to be considered.

### 4.0 Deadline for Training Subsidy Submissions

Submissions shall be accepted up until the close of business on November 15<sup>th</sup> of the current year. If November 15<sup>th</sup> should fall on a weekend, then submissions shall be accepted up until the close of business on the Friday proceeding November 15<sup>th</sup> of the current year. The notice issued per Section 2.0 shall indicate the delivery methods acceptable for making submission, be it e-mail, Canada Post, hand delivery or alternate method.

## 5.0 Eligible Subsidy Expenses

### 5.1 Provincial Level I Technical Officials

Provincial Level I Technical Officials may claim the following:

5.1.1 Travel expenses (fuel, public transit, bus ticket, ferry fare) incurred to attend the Triathlon BC Level II course, when nominated to take the course by Triathlon BC. if it is being held more than 60 km from the official's permanent residence, to a maximum of \$50.

5.1.2 Travel expenses (fuel, public transit, bus ticket, ferry fare) incurred, when requested or approved by Triathlon BC, to attend a TC or TRI sanctioned race, if it is being held more than 60 km from the official's permanent residence, to a maximum of \$50.

- or -

if the TC or TRI sanctioned race is being held more than 750 km from the official's permanent residence, travel expenses (fuel, public transit, bus ticket, ferry fare and air fare) incurred, when requested or approved by Triathlon BC, to attend the TC or TRI sanctioned race, may be claimed to a maximum of \$250;

- or -

if the TC or TRI sanctioned race is being held more than 2000 km from the official's permanent residence, travel expenses (fuel, public transit, bus ticket, ferry fare and air fare) incurred, when requested or approved by Triathlon BC, to attend the TC or TRI sanctioned race, may be claimed to a maximum of \$350.

### 5.2 Provincial Level II Technical Officials

Level II Technical Officials may claim the following:

5.2.1 Travel expenses (fuel, public transit, bus ticket, ferry fare) incurred to attend a TC National Technical Official (NTO) course, when nominated by Triathlon BC for the first time, if it is being held more than 60 km from the official's permanent residence, to a maximum of \$50;

- or -

if the TC NTO course is being held more than 750 km from the official's permanent residence, travel expenses (fuel, public transit, bus ticket, ferry fare and air fare) incurred to attend a TC NTO course, when nominated by Triathlon BC for the first time, may be claimed to a maximum of \$250;

- or -

if the TC NTO course is being held more than 2000 km from the official's permanent residence, travel expenses (fuel, public transit, bus ticket, ferry fare and air fare) incurred to attend a TC NTO course, when nominated by Triathlon BC for the first time, may be claimed to a maximum of \$350.

5.2.2 Hotel expenses (room only) incurred to attend a TC NTO course, when nominated by Triathlon BC for the first time, if it is being held more than 60 km from the official's permanent residence to a maximum of \$75.

5.2.3 If not attending a TC NTO course, Travel expenses (fuel, public transit, bus ticket, ferry fare) incurred, when requested or approved by Triathlon BC, to attend a TC or TRI sanctioned race, if it is being held more than 60 km from the official's permanent residence, to a maximum of \$50.

- or -

if the TC or TRI sanctioned race is being held more than 750 km from the official's permanent residence, travel expenses (fuel, public transit, bus ticket, ferry fare and air fare) incurred, when requested or approved by Triathlon BC, to attend the TC or TRI sanctioned race, may be claimed to a maximum of \$250;

- or -

if the TC or TRI sanctioned race is being held more than 2000 km from the official's permanent residence, travel expenses (fuel, public transit, bus ticket, ferry fare and air fare) incurred, when requested or approved by Triathlon BC, to attend the TC or TRI sanctioned race, may be claimed to a maximum of \$350.

5.3 Canadian NTOs (NTOs not yet accredited as World Triathlon Technical Officials) and Canadian TRI accredited Technical Officials

Canadian NTOs and TRI accredited TOs may claim the following:

5.3.1 The amounts as set out in Annex 3.

5.3.2 Airfare up to \$1000 and hotel expenses for up to 4 days associated with travel to attend a TRI Officials' course (CTO or ITO) provided the following criteria are met:

- a) The official meets the TRI criteria and has been invited to attend the TRI Training Course.
- b) The airfare and hotel expenses are not already being paid for by the TRI or the local organizing committee (when the course is associated with a race).

5.3.2 Meals (exclusive of alcohol) associated with attending a TRI Officials' course (CTO or ITO) to a maximum of \$25/day for up to 4 days provided the following criteria are met:

- a) The meals are not already being paid for by TRI or the local organizing committee (when the course is associated with a race).

5.3.3 In lieu of airfare, kilometer expenses for up to 400 kilometres at \$0.50 per kilometer and fuel expenses thereafter, up to \$200.

## 6.0 Subsidy Disbursement

Each year the maximum dollar amounts outlined in this document shall be reviewed by the Finance Committee during the budgeting process to establish if the amounts are still appropriate require adjustment.

No official shall receive a subsidy greater than the total amount of the eligible expenses that they have submitted.

Subsidies for allowable expenses in sections 5.1 and 5.2 shall be disbursed prior to the allocation formula in Section 6.1.

- 6.1 The final subsidy is calculated based on the total budget available and the total amount of the eligible claims received. Where the budget is less than the total amounts claimed, any subsidies will be pro-rated. The Pro-rated allocation shall be as follows:

B (\$) = Amount budgeted by Triathlon BC for Official professional development for a given year **minus** the disbursements identified in Section 6.0 above.

EE<sub>i</sub> (\$) = The total eligible expenses for an individual official.

n = Total number of officials applying for a subsidy with eligible expenses.

TE (\$) = The sum total of all eligible expenses to be considered for subsidy from all eligible officials.

$$TE = \sum_{i=1}^n EE_i$$

P<sub>i</sub> = The value of each official's eligible expenses as a decimal fraction of all the total eligible expenses.

$$P_i = \frac{EE_i}{TE}$$

S<sub>i</sub> (\$) = Subsidy for a specific official

$$S_i = P_i \times B$$

**Annex 1: Summary of Eligible Expenses**

Official Level	Criterion	Max. Amount	Notes
PTO 1	Travel to a PTO II Course greater than 60km from home	\$50	<ul style="list-style-type: none"> <li>When nominated by Triathlon BC.</li> </ul>
	Travel to a TC or TRI race greater than <ul style="list-style-type: none"> <li>60 km</li> <li>750 km</li> <li>2000 km</li> </ul>	\$50 \$250 \$350	<ul style="list-style-type: none"> <li>When approved/requested by Triathlon BC.</li> </ul>
PTO II	Travel to a TC NTO Course greater than <ul style="list-style-type: none"> <li>60 km</li> <li>750 km</li> <li>2000 km</li> </ul>	\$50 \$250 \$350	<ul style="list-style-type: none"> <li>When nominated by Triathlon BC.</li> </ul>
	Hotel expenses (room only) incurred to attend a TC NTO course	\$75	<ul style="list-style-type: none"> <li>When nominated by Triathlon BC.</li> </ul>
	Travel to a TC or TRI race greater than <ul style="list-style-type: none"> <li>60 km</li> <li>750 km</li> <li>2000 km</li> </ul>	\$50 \$250 \$350	<ul style="list-style-type: none"> <li>When approved/requested by Triathlon BC and not attending a TC NTO Course</li> </ul>
Can NTO	Values as per Annex 3	\$1000	<ul style="list-style-type: none"> <li>As an approved SFTO</li> <li>Expenses not paid by TC, TRI or LOC</li> </ul>
NTO, CTO, ITO	Values as per Annex 3	\$1000	<ul style="list-style-type: none"> <li>As an approved SFTO</li> <li>Expenses not paid by TC, TRI or LOC</li> </ul>
	Airfare and hotel expenses associated with travel to attend a TRI Officials' course	\$1000 Air 4 days hotel	<ul style="list-style-type: none"> <li>As a TRI invited candidate</li> <li>Expenses not paid by TC, TRI or LOC</li> </ul>
	Meals associated with attending a TRI Officials' course	\$25/day for up to 4 days	<ul style="list-style-type: none"> <li>As a TRI invited candidate</li> <li>Expenses not paid by TC, TRI or LOC</li> </ul>

**Annex 2: Example of Training Subsidy Distribution:**

#	Name of Official	Level of Official	Expense type	Amount Claimed (\$)	Eligible Amount (\$)
1	A. Angelino	CTO	Hotel at World Championships	500.00	500.00 <sup>a</sup>
			Air fare to World Championships	650.00	0.00 <sup>a</sup>
			Air fare to Edmonton WTCS	365.00	200.00 <sup>a</sup>
			Meals at Edmonton WTCS	185.00	0.00 <sup>a</sup>
			Air fare to Montreal WTCS	765.00	350.00 <sup>a</sup>
			Meals at Montreal WTCS	265.00	0.00 <sup>a</sup>
2	B. Beckett	PTO I	Ferry to Vancouver for PTO II Course	150.00	50.00
3	C. Carter	PTO I	Gas from Vancouver to Penticton	85.00	0.00 <sup>b</sup>
4	D. Dempsey	NTO (Not TRI)	Air fare to Magog for Youth National Championships	875.00	250.00 <sup>c</sup>
			Hotel in Magog	375.00	0.00 <sup>c</sup>
5	E. Eckhart	PTO I	Flight to Vancouver for PTO II Course	420.00	50.00 <sup>d</sup>
6	F. Farquhar	NTO	Hotel at WTCS Chicago	750.00	500.00 <sup>e</sup>
			Air fare to WTCS Chicago	650.00	0.00 <sup>e</sup>
			Meals at WTCS Chicago	210.00	0.00 <sup>e</sup>
			Air fare to WTCS London	1800.00	500.00 <sup>e</sup>
			Hotel at WTCS London	1500.00	0.00 <sup>e</sup>
			Meals at Sarasota WTC	156.00	0.00 <sup>e</sup>
			Air fare to Sarasota WTC	825.00	0.00 <sup>e</sup>
7	G. Grant	NTO	Air fare to CTO course in Chicago	550.00	550.00
			Hotel at Chicago for CTO course	750.00	750.00
			Meals in Chicago (5 days) CTO course	235.00	100.00 <sup>f</sup>
8	H. Hill	PTO II	Air fare to TC NTO course in Toronto	700.00	350.00 <sup>g</sup>
			Hotel at TC NTO course in Toronto	325.00	75.00 <sup>h</sup>
9	I. Iwata	ITO	Air fare to Ironman Hawaii	650.00	0.00 <sup>i</sup>
			Air fare to WTCS Chicago	750.00	0.00 <sup>j</sup>
			Hotel at WTCS Chicago	575.00	0.00 <sup>k</sup>
			Meals at TRI ITO refresher course (3 days)	135.00	75.00 <sup>l</sup>
10	J. Jones	CTO	Gas to Kelowna Apple (PATCO race)	145.00	75.00 <sup>m</sup>
			Hotel at Kelowna Apple (PATCO race)	450.00	0.00 <sup>m</sup>
			Air fare to Richmond for PATCO Sprint race	753.00	300.00 <sup>n</sup>
			Meals in Richmond	79.00	0.00 <sup>n</sup>
11	K. Kendell	NTO	Air fare to WTCS Abu Dhabi	1250.00	500.00 <sup>o</sup>
			Hotel at WTCS Abu Dhabi	865.00	0.00 <sup>o</sup>
			Meals at Sarasota WTC	156.00	400.00 <sup>o</sup>
			Air fare to Sarasota WTC	825.00	0.00 <sup>o</sup>

Notes:

- a – A TRI Official has a fixed rate of \$500.00 for a Multi-sport race and other limits for local international races (which are also compensated by Triathlon Canada) per Annex 3.
- b - PTO I do not qualify for expenses associated with attending races.
- c – A Can NTO Official has a fixed rate of \$250.00 for Magog per Annex 3. The Triathlon Canada compensation will arrive later.
- d – Max travel claim for an official coming to a PTO II course is \$50.
- e – A TRI Official has a fixed rate of \$500.00 each for a maximum of 2 WTCS or WTC races per Annex 3.
- f – Max allowance for meals when attending a course is \$25/day for a maximum of 4 days.
- g – Max travel allowance for attending a TC NTO course more than 2000 km away is \$350.
- h – Max hotel allowance is \$75.00.
- i – Ironman Hawaii is not a TRI sanctioned event.
- j – Official attended as the Technical Delegate; TRI paid for flight.
- k – Official attended as the Technical Delegate; LOC paid for hotel.
- l – Max allowance for meals when attending a course is \$25/day.
- m – A TRI Official has a fixed rate of \$75.00 per Annex 3. The Triathlon Canada compensation will arrive later.
- n – A TRI Official has a fixed rate of \$300.00 for a PATCO race per Annex 3
- o – A TRI Official has a fixed rate of \$500.00 for a WTCS race and \$400 for a WTC race per Annex 3.

Calculations:

Assume current annual budget is \$5,000

Section 5.1.1 and 5.2.1 get paid out separately (so as not to dilute them). Beckett receives \$50 and Eckhart receive \$50 for a total of \$100. This leaves a remaining total of \$4,900 for disbursement.

B = \$4, 900

Eligible expenses:

EE Angelino = \$1000 (total compensation limited to \$1000.00)  
EE Becket = \$0.00 (disbursed separately above)  
EE Carter = \$0.00  
EE Dempsey = \$250.00  
EE Eckhart = \$0.00 (disbursed separately above)  
EE Farquhar = \$1000  
EE Grant = \$1, 400  
EE Hill = \$425  
EE Iwata = \$75  
EE Jones = \$375  
EE Kendell = \$900

Number of eligible officials submitting eligible expenses: n = 8

Total Eligible expenses: TE = \$5,425

## Official's Training Subsidies Program

Each eligible official's eligible expenses as a decimal fraction of the total eligible expenses:

$$\text{EE Angelino} = \$1,000/\$5,425 = 0.1843$$

$$\text{EE Becket} = \$0.00 \text{ (disbursed separately above)}$$

$$\text{EE Carter} = \$0.00$$

$$\text{EE Dempsey} = \$250.00/\$5,425 = 0.0460$$

$$\text{EE Eckhart} = \$0.00 \text{ (disbursed separately above)}$$

$$\text{EE Farquhar} = \$1,000/\$5,425 = 0.1843$$

$$\text{EE Grant} = \$1,400/\$5,425 = 0.2580$$

$$\text{EE Hill} = \$425/\$5,425 = 0.0783$$

$$\text{EE Iwata} = \$75/\$5,425 = 0.0138$$

$$\text{EE Jones} = \$375/\$5,425 = 0.0691$$

$$\text{EE Kendell} = \$900/\$5,425 = 0.1658$$

So disbursements are as follows:

$$\text{EE Angelino} = 0.1843 \times \$5,425 = \$999.82$$

$$\text{EE Becket} = \$0.00 \text{ (disbursed separately above)}$$

$$\text{EE Carter} = \$0.00$$

$$\text{EE Dempsey} = 0.0460 \times \$5,425 = \$249.55$$

$$\text{EE Eckhart} = \$0.00 \text{ (disbursed separately above)}$$

$$\text{EE Farquhar} = 0.1843 \times \$5,425 = \$999.82$$

$$\text{EE Grant} = 0.2580 \times \$5,425 = \$1,399.65$$

$$\text{EE Hill} = 0.0783 \times \$5,425 = \$434.78$$

$$\text{EE Iwata} = 0.0138 \times \$5,425 = \$74.86$$

$$\text{EE Jones} = 0.0691 \times \$5,425 = \$374.87$$

$$\text{EE Kendell} = 0.1658 \times \$5,425 = \$899.46$$

### ANNEX 3 - TRI TO FINANCIAL SUPPORT AMOUNTS

As part of their regular duties, certified NTO, CTO and ITO officials may be supported financially by Triathlon BC, depending on the level of the competition.

#### APPLICATION OF FINANCIAL SUPPORT OFFERED BY TRIATHLON BC \*

##### International events located in Canada:

Any support from Triathlon Canada is in addition to Triathlon BC's support. The table below will be reviewed each year, according to the different events and their place.

Events	Amount
Kelowna (PATCO, Natl Sprint/Standard Champ)	\$300
Edmonton (Natl Cross Champ)	\$200
Montreal (WTPS, PATCO, Natl Para Champ)	\$350
Magog (PATCO, WT Para Cup)	\$300

##### Events outside Canada:

Here is the maximum financial support for Triathlon BC according to the level of the event \*.

Event Level	Amount
WTCS / WTPS / Multisport Championships	\$500
World Cup / MTR	\$400
Continental Cup / Para World Cup	\$300

#### NOTE:

- *Maximum of 3 races, Canadian and International, will be supported;*
- *Maximum 2 WTCS/MS or World Cup/ MTR (ex: 2 WTCS or 2 WTC or 1 WTCS and 1 WTC);*
- *Continental level race. (up to 3 continental races are possible if no WTCS or WTC are attended)*
- *The total amount of Triathlon BC compensation shall be limited to \$1000.00 per TO*

**\* An official receiving reimbursement or financial support from TRI or PATCO will not receive financial support from Triathlon BC.**

#### Prerequisites

At least one (1) day must be as an official at a race in BC.

#### Payment and report

In the week following the event, the official must submit a report to Triathlon BC sharing his experience. The report must include the list of positions held, the various tasks related to these positions as well as three elements of learning to share with the BC official community. The learning element must be transmitted as follows: what were the problems or situation experienced, what were the different options considered to solve them and the explanation of the solutions

chosen? The report can be written or in video form. The report should be sent to the following email address:

[officials@tribc.org](mailto:officials@tribc.org) and [info@tribc.org](mailto:info@tribc.org) :

Following receipt of the report, payment will be made. Triathlon BC will evaluate the notices of intent and will approximate the amounts. **NOTE: If more than one official enters the criteria and the budget provided by Triathlon BC is not enough, the funding envelope will be divided pro rata.**