

Policies for Development projects Training Camps

International Canoe Federation

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1. Policies framework

The International Canoe Federation (ICF) is dedicated to advancing paddle sports globally in alignment with its "Fit for Future Evolution 2024" strategy. This policy provides a foundation for the ICF's development programs, focusing on enhancing technical skills, promoting inclusivity, and supporting National Federations in building sustainable pathways for the growth of paddle sports.

Strategy of ICF

The ICF's approach is to:

- Increase participation in paddling activities and improve access to resources.
- Establish High Performance Hubs to support athletes, coaches, and administrators.
- Support National Federations in leveraging Olympic Solidarity funding and other resources.
- Create robust follow-up mechanisms, ensuring that athletes, coaches, and National Federations benefit from ongoing development and growth.

For more details, refer to the ICF strategy document:

[ICF Fit for Future - Evolution 2024](#)

Scope

This policy applies to the following ICF **Athlete training camps**, organized directly by the ICF or through Olympic Solidarity programs.

Objectives and Commitments

Through its programs, the ICF seeks to:

- Deliver structured opportunities for athletes and coaches to access world-class training environments.
- Provide access to ICF Training Hubs and centers of excellence, ensuring optimal conditions and facilities.
- Engage experts in their disciplines to transfer skills and knowledge to participants.
- Facilitate knowledge transfer to NFs to implement local.
- Promote inclusivity, fair selection processes, and long-term sustainable growth in paddle sports.

2. Eligibility and Selection Criteria

Eligibility and Selection Criteria

For training camps managed by the International Canoe Federation (ICF)—whether targeting a country, region, continent, or the world—the selection of participants will be conducted by the ICF development experts in charge. While applications may be opened for certain camps, this is not systematic. In some cases, participants will be directly selected based on the ICF development experts' analysis without requiring an application.

Requirements for National Federations (NFs):

National Federations (NFs) must provide clear and detailed information on their current development status, including where they stand in terms of sport organization, participation, and resources. Any inclusion in a development activity must be supported by a clear plan and pathway to develop a particular area of the Paddling activity.

1. Development Status and Local Context (providing information):

- The current stage of development of the sport or discipline within the NF, and internationally
- Details of their local environment, including:
 - The number and distribution of local training centres.
 - The number of active local competitors, coaches, support personnel; and their engagement in the sport.
 - Availability of materials and equipment, or whether resource limitations pose challenges.

2. Vision and Strategy (providing information and having a vision):

- The NF must provide a clear, medium- to long-term strategy for athlete and coach development.
- This strategy should demonstrate:
 - Realistic and measurable plans for growth.
 - Commitment to aligning with the ICF's goals for developing paddle sports globally.

3. Organizational Capacity (providing information):

- The NF's structure, governance, and capacity to support the development of athletes and coaches effectively.
- The ability to leverage participation in the camp to grow the sport locally and regionally.

4. ICF membership:

- The beneficiary National Federations shall not have debts by any concept by the time of requesting the

5. Limitation of participation application:

- **Gender Parity:** If more than one athlete is selected from an NF, gender parity must be ensured.
- **Number of participants:** there will be a maximum number of participants possible for a NFs, specified for each action
- **For underage athletes:** the NFs must ensure that legal requirement and framework are put in place, according to local law and practices. They would be required to organize authorized chaperon, and parent authorisations.
- All athlete must have the proper **health and accident insurance** for the particular country

Requirements concerning Athletes:

1. Residency:

- All athletes must be residents of the country represented by their National Federation (NF).

2. Age and Objectives:

- Athletes must be maximum 23 years old at the start of Olympic cycle (e.g. in 2025) when selected in development program.
- They should demonstrate potential and commitment, with the ambition to participate in future Olympic Games, such as Los Angeles 2028 or Brisbane 2032.

3. Performance Documentation and Evaluation (provide information if the athlete is not currently followed by ICF experts):

- The National Federation (NF) must provide a detailed performance analysis for the athlete, including:
 - Videos showcasing the athlete's technical and competitive abilities.
 - National and international competition results.
 - An assessment of the athlete's training conditions at home, such as access to facilities, equipment, and coaching.
 - Garanty the best athletes are sent to the ICF development programs.
- The ICF development experts will analyze this documentation to evaluate whether the athlete meets the objectives to integrate into the particular ICF training camp.

4. Current Equipment and Materials (providing information):

- The National Federation (NF) must provide a detailed list of the athlete's current equipment and materials, for example: Boat(s), Paddles, Life jacket(s), Helmet(s), Spraydeck(s), GPS, Training watches or timing devices, NF training and competition gear.

5. Swimming Proficiency:

- Athletes must demonstrate swimming capability to ensure safety during water-based training and activities.

6. Engagements from the National Federation:

- The NF must commit to:
 - Ensuring the athlete continues to participate in competitions and structured training programs in local, national, continental and international level.
 - Supporting continuous training for the athlete at home.
 - Providing good training conditions and access to necessary equipment and materials at home.

Exceptions about selection criteria could be accepted according to the ICF NF development target.

3. Procedures, Implementation and Roles

This section outlines the steps and processes for organizing training camps, including communication with National Federations (NFs), participant selection, program delivery, and post-event follow-up.

Communication and Procedures for NFs:

1. Open for Applications (if applicable):

- A communication will be sent to targeted NFs, particularly those identified as developing NFs, or in some cases, to all NFs. (NFs must ensure to have communicated the relevant contact for development purposes to the ICF)
- This communication will outline the project details, allowing NFs to evaluate the opportunity and consider applying for their potential participants.

2. Or Direct Targeting by ICF:

- Not all projects will be open for applications. In certain cases, the ICF will directly target specific NFs based on an internal analysis of development needs and opportunities.
- Targeted NFs will receive detailed communication explaining the project. However, they must still meet all specified requirements to confirm participation.

Selection Procedures:

1. Selection of Athletes:

- The ICF development expert will analyze a list of potential participants and select athletes based on criteria aimed at maximizing the discipline and sport's development potential.
- All participant requirements will be reviewed to ensure compliance.

2. Selection of external experts:

- The selection of external experts is solely the responsibility of the ICF.
- Experts will be chosen based on specific criteria, including required skills, language, experience, adherence to the code of conduct, and relevant training.

Project Procedures:

Once participation is confirmed, the following steps will be implemented:

1. The ICF will share the logistical Details with Participating NFs:

- Information on location, dates, accommodation, meals, equipment and transport.
- Financial responsibilities for the participating NFs.
- Pre-requisites and pre-training requirements.

2. The participating NFs will fulfill the following requirements:

- Send the confirmation of their attendance respecting the deadlines and using the designated ICF official communication tool.
- Pay the financial contributions expected from the NF. Air Tickets are usually under the responsibility of the NF, expect if specified otherwise in the specific project details.
- Follow specific procedures for projects funded by third parties (Olympic Solidarity, continental associations, National Olympic Committees....).
- Handle VISA applications, health and accident insurance for the attendants
- Manage and communicate transportation details to the ICF Development team and the organizers and using the designated ICF official transportation information tool.
- Ensure that the attendants have the complete necessary equipment on location for the whole duration of the camp, as specified in the invitation.

3. The organizers will fulfill the following requirements:

- The organizer will operate under an agreement with the ICF, which will detail the specific roles, responsibilities, and expectations for the project.
- Typically, the organizer is responsible for:
 - Preparing and managing the sports venue.
 - Ensuring safety and health protocols are implemented and followed.
 - Arranging accommodation and meals for participants.
 - Managing local transportation logistics for participants and staff.
 - Providing visas invitation letters, if required

Post-Camp Follow-Up:

1. For Athletes:

- Athletes must develop a multi-year plan that includes participation in competitions and specific training programs.

2. For Participating NFs:

- Regular updates must be provided to the ICF by the participating NF if required

- Participating NFs must report on the progress of coaches and the local development of the sport, highlighting the impact of the trained coaches in their communities.

4. Review and Approval Process

- **Regular Review:**
 - This policy will be reviewed on a regular basis by the ICF to ensure alignment with evolving organizational goals and stakeholder needs.
 - Necessary updates will be communicated to all relevant parties.
- **Approval:**
 - These policies were approved by the ICF Board of Directors on xxx