



**TAEKWONDO CANADA**

**Policy**

# Affiliation & Procedure

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## PURPOSE

- (1) As per Taekwondo Canada's (TC) By-Laws, it is the responsibility of TC and its Board of Directors to determine TC's affiliation systems, condition and fees. This policy provides the framework for an individual or club/school to become affiliated with TC.
- (2) TC is committed to working towards collaboration with affiliates, members, Registered Participants (RP) and partners to create a unified "Taekwondo in Canada" community. The strategic goal is to build a system where every person involved with Taekwondo in Canada is connected to the sport's governing body. With all participants in the sport having an affiliation connection, the sport will be in a stronger position.
- (3) More specifically, an integrated and seamless affiliation system that engages Taekwondo participants all over the country will contribute to the achievement of excellence at the highest levels of the sport, will broaden participation in the sport, will enhance the capacity of clubs, schools, and provincial/territorial sport organizations (PTSO) across the country, and will increase interaction among all components of the system.
- (4) This policy is specifically in reference to the benefits of a RP. This does not exclude participation by non-Canadians or non-Registered Participants if TC chooses to designate an event or educational opportunity to meet its objectives in promoting TC or its programs to the Taekwondo Community.

## OBJECTIVES

- (1) The objectives of this aligned affiliation system are to:
  - a) Harmonize categories of affiliation/registered participants across Canada and link them to the stages of long-term athlete development (LTAD).
  - b) Provide communication and interaction among TC and all of its PTSO partners.
  - c) Provide support for athlete and coach development systems within TC.
  - d) Assist all segments of the Taekwondo in Canada community in their marketing and promotion efforts by communicating and elevating the TC brand.
  - e) Provide resources, programs and clinics for coach, instructor and officials' certification, thus ensuring affiliates have access to trained and qualified personnel.
  - f) Provide support to PTSO and Clubs with best practices to better administer their memberships

## CATEGORIES OF AFFILIATION

### (1) Registered Participant

- a) Includes all competitive and recreational club/school registrants.
- b) All ages and belt levels of Taekwondoists registered with clubs or schools, of all stages of LTAD, who practice Taekwondo for recreational or competitive purposes shall be a TC RP by virtue of their club/school affiliation or registration in the club/school programs or activities.

- c) The individual base affiliation fee of \$4 per registrant shall be embodied into the club/school registration fee. By March 31 of each year, the club/schools report and pay the collected sum of the affiliation fees from the previous calendar year to TC through their PTSO. Individual base affiliation fee can only be paid through the club/school PTSO affiliation system. Clubs/schools may register at any time during the year with their PTSO, and may also add new names to the RP list for their school at any time.
- d) Clubs/schools will provide to the relevant PTSO member the following for each participant within their club/school:
  - i. First and Last Name
  - ii. Date of Birth
  - iii. Postal Code
  - iv. Kukkiwon Black Belt/Colour Belt
  - v. Email Address
  - vi. Gender
- e) Clubs/schools will remit the payment to the PTSO member, who shall compile a list of the RPs within the province and remit this list to TC. PTSO members will be responsible for implementation of the collection system within their province. RP lists collected by the PTSO must match the member lists provided to overseeing government organizations.
- f) TC will invoice each PTSO in January of each calendar year for the total number of participants provided on the list in the previous calendar year.
- g) Fees will be due to TC by March 31 of each year.

## (2) Competitive Registered Participant

### a) Local and provincial competitors/coaches

i) In addition to the base affiliation fee, Taekwondoists who compete in the local or regional and provincial tournaments shall pay their competition fee to the relevant PTSO member as determined by the province in which the registered club/school operates. All competitors must be RP's in good standing of a TC registered club/school.

### b) National/International Black Belt competitors/coaches

i) Competitive Taekwondoists participating in TC national black belt competitions and/or international competitions will be eligible to compete only if they are members in good standing with a TC registered club or school, and have registered as a national/international Black belt competitor with TC. The national/international competitor fee shall be the fee charged through the GAL (Global Athlete License) system. GAL's will only be issued to individuals who are on a RP list provided by a PTSO. This category will only be mandatory for black belt competitors who will be competing in national or international events.

### (3) Club Affiliation

a) Clubs or schools shall be a RP of their PTSO member and TC. Only registered clubs/schools can benefit from PTSO and/or TC benefits program. A club or school that is not registered with its PTSO member and TC will not be able to enter athletes in provincial or national competitions or use TC/PTSO member programs and services. The board shall set club affiliation fees.

## AFFILIATION CARD AND NUMBER AND PROCESS

- (1) Each individual RP and club/school will receive an affiliation number/card and a promo code to access the affiliate's only website (as this is developed) and discounted service and products (as available).
- (2) The registration process is as follows:
  - a) The individual affiliate registers in a club/school program.
  - b) The club/school provides its list of affiliates or registrants to TC through the PTSO member.
  - c) The club/school remits payment to the PTSO member.
  - d) The PTSO will be invoiced annually in January for all RPs submitted in the previous calendar year with the invoice payable by March 31 annually.
  - e) Competitor affiliates will then register according to the level of RP that they require.

## REGISTERED PARTICIPANTS BENEFITS

- (1) Affiliation reflects the commitment of individuals, groups, teams and leagues to support the vision, missions and values of the governing body of the sport of Taekwondo in Canada. An affiliate driven and unified TC will succeed in developing, managing, promoting and growing Taekwondo across the country. The strength, vibrancy and sustainability of Taekwondo in Canada depends on our ability to bring together all of the participants in the game.
- (2) TC shall further develop the specific benefit programs for the individual and competitive affiliate clubs/schools across Canada.
- (3) Generally speaking, affiliation with TC will aim to provide the following affiliation benefits and value:
  - a) Provide support for best management practices for PTSO members and Clubs.
  - b) Pride in knowing that you are contributing to TC's mission "to excel at all levels of Taekwondo while building champions for life and achieving international success".
  - c) Working with key stakeholders and establish clear guidelines for the Art and Sport of Taekwondo for all across Canada, re-enforcing development of the art and sport at all levels; local, national and international level.
  - d) Supports education and skills instruction related to Taekwondo.
  - e) Implementation of LTAD which provides a framework and resources to ensure progressive, holistic and values-driven athlete development.

- f) Competitive opportunities for athletes to go to tournaments, provincial and national championships, and international events.
- g) Access to certified officials and developmental programs for officials.
- h) A National Team Program providing access to coaching, facilities, competitions, carding support and participation in World Taekwondo Pan America and World Taekwondo events and the Olympic/Paralympic Games.
- i) The ability to obtain sanctions to host provincial, national and international Taekwondo competitions and events.
- j) A national web site and related social media platforms to enhance communications and networking about Taekwondo activities.
- k) An individual affiliation card/number linked to consumer discounts with sponsors and suppliers, and affiliate - only discounts to TC services and products.
- l) An online, affiliation only magazine and an affiliation only section of the TC web site providing access to resources.
- m) A national registration system and national database.
- n) National advocacy for the sport through Sport Matters, Canadian Team Sport Coalition, Sport Canada, Canadian Olympic Committee, Canadian Paralympic Committee, Own the Podium, and Canada Games Council, etc.
- o) An elevated and visible “Taekwondo in Canada” brand.

## IMPLEMENTATION

- (1) RP affiliations are valid for the calendar year in which registration takes place.
  - a) For example, a club or Competitor who registers on January 15, 2019 will expire on December 31, 2019.
- (2) It is the goal of TC to have all of the clubs/schools register in January of each year, and the expectation that PTSO members will aim to facilitate this timeline whenever possible.
- (3) Affiliation set up and remittance
  - a) Club/school shall provide a RP list to TC through their PTSO on the template provided.
  - b) TC shall send an invoice to PTSO member based on the RP list provided.
  - c) PTSO member shall remit either from their own account, or send the cheque provided by the club, payable to TC.