

TEAMWORK INTEGRITY EXCELLENCE INNOVATION

# WOMEN IN LEADERSHIP DEVELOPMENT FUND



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# 02 MESSAGE FROM WHEELCHAIR RUGBY CANADA



At Wheelchair Rugby Canada, we are deeply committed to fostering diversity and inclusion in all aspects of the game. We recognize the importance of diverse leadership in shaping the future of our sport and are focused on ensuring that women have a strong, supportive pathway to leadership roles within Wheelchair Rugby.

As a priority, Wheelchair Rugby Canada is dedicated to helping women advance through the sport, not only as athletes but also in coaching, officiating, classification, and governance. By diversifying leadership, we believe we can create a more inclusive, innovative, and impactful environment for everyone involved in the sport.

We are proud of the progress we've made, but we know there is still much to be done. We continue to build opportunities, break down barriers, and ensure that the voices of women are heard at every level of the sport. As we move forward, we are unwavering in our commitment to making Wheelchair Rugby a sport where women's leadership thrives and inspires the next generation of athletes, coaches, classifiers, and leaders.

# 03 ELIGIBILITY REQUIREMENTS (WHO IS IT FOR?)

The Women in Leadership Development (WILD) Fund aims to support and empower women pursuing leadership roles within the sport of Wheelchair Rugby. The fund is designed to provide financial assistance to women who are actively involved in the sport at various levels of administration and governance. Eligible applicants must meet the following criteria:

**1. Provincial Administrative or Governance Level:**

- a. Applicants must be actively involved in the administration or governance of Wheelchair Rugby at the provincial level, including serving on a provincial board or committee.

**2. National Level Board or Committee:**

- a. Applicants must be actively serving on a national-level board or committee, representing Wheelchair Rugby Canada or contributing to the sport at a national scale.

**3. Community Club/Organization Board or Committee:**

- a. Applicants must be actively engaged in a leadership capacity within a community wheelchair rugby club or organization, including serving on their board or committee.

**4. Staff Employed in Wheelchair Rugby:**

- a. The fund is also open to women employed as staff within Wheelchair Rugby organizations, supporting their professional development and leadership advancement within the sport.

The WILD Fund is dedicated to supporting women who are committed to advancing their leadership roles within Wheelchair Rugby and who demonstrate a desire to help strengthen the sport for future generations. Applicants from all levels of involvement are encouraged to apply, provided they meet one (or more) of the outlined criteria above.

# 04 FUNDS AVAILABLE

The WILD Fund offers three grants of \$3,000 each to support women in advancing their leadership roles within WheelchairRugby. As part of the application, candidates must outline specific opportunities or programs they intend to pursue using the funding, such as leadership training, mentorship, or professional development courses. The goal is to ensure that the funding is used to support meaningful growth and advancement in the sport, helping recipients achieve their leadership aspirations.



# 05 HOW IT WORKS

The Women in Leadership Development (WILD) Fund application process is designed to be clear, structured, and transparent, allowing candidates to pursue their leadership goals with support at each step. Below is an overview of the stages involved:

## STAGE 1 - APPLICATIONS

Applications for the WILD Fund will be open and accepted every February. During this time, applicants are encouraged to submit their completed application forms, along with any supporting documents related to their leadership aspirations, roles within Wheelchair Rugby, and personal development goals.

## STAGE 2 - SELECTIONS AND NOTIFICATIONS

After the application period ends, the selection committee will review all submissions. Successful candidates will be notified during March. Once the successful candidates accept the offer, they will be publicly announced as recipients of the WILD Fund. This stage ensures that the most promising and committed applicants are selected for the fund.

## STAGE 3 - PROFESSIONAL DEVELOPMENT

Each recipient will move forward with pursuing the personal development plan they outlined in their application. This may include leadership training, mentorship, education, or other professional development opportunities. Candidates will receive the necessary resources to advance in their leadership roles and further contribute to the growth of Wheelchair Rugby.

## STAGE 4 - SHARING LEARNING AND IMPACT

As part of the agreement for receiving the WILD Fund, each recipient commits to sharing their learning and development experiences with the broader Wheelchair Rugby community. This may include submitting progress reports, sharing photos, or using other methods to showcase their journey. The goal is to inspire and motivate others while contributing to the continuous development of women in leadership within the sport.

# 06 ELIGIBLE EXPENSES

The WILD Fund can be used to cover a wide range of professional development opportunities that support women in leadership roles within Wheelchair Rugby. Eligible expenses include:

- **Formal and Informal Education:** This may include training programs, workshops, or courses aimed at developing leadership skills, such as Learning Facilitator Core Training.
- **Conference Attendance Fees:** Costs associated with attending conferences, such as the Petro Canada Sport Leadership Sportif conference, that offer valuable networking and learning opportunities.
- **Travel and Accommodation:** Expenses related to travel and accommodation for participation in conferences, workshops, working groups, or committees that contribute to the recipient's leadership development.
- **Conferences and Forums Outside of Sport:** Conferences or forums focused on leadership, diversity, inclusion, or other relevant topics, even if they are outside the sport of Wheelchair Rugby.

## Ineligible Expenses

The WILD Fund cannot be used for:

- **Salaries and Honorariums:** Any payments made to individuals for their time or services, such as salaries or honorariums, are not eligible for funding under this program.

Applicants are encouraged to ensure that their proposed expenses align with the objectives of the WILD Fund to maximize their chances of receiving funding.

# 07 WILD FUND TERMS AND CONDITIONS

## Priority Development Areas

Priority will be given to applicants who are currently active in committees or involved in community wheelchair rugby. We encourage applications from individuals who are actively contributing to the growth and development of Wheelchair Rugby at various levels, including governance roles within clubs, provinces, and national committees.

## Eligibility

To be eligible for the WILD Fund, applicants must meet the following criteria:

- Be in good standing with their club and/or province.
- Be currently involved in Wheelchair Rugby at a governance level within a province, provincial board of directors, or committee.
- Be currently involved in Wheelchair Rugby at a governance level within a member club in good standing.

## Expectations of Fund Recipients

Successful applicants will be expected to:

- Complete a report detailing what the funding supported, how it impacted their development, and how it subsequently affected their club and/or organization.
- Provide invoices upon completion of their development opportunities that reflect the expenditure outlined in the original application (if requested).
- Remain in the rugby leadership role indicated in their application for the duration of the professional development opportunities. If circumstances change, applicants must notify Wheelchair Rugby Canada promptly.
- Submit photographs and/or a short video capturing the development opportunity and/or highlighting the importance and impact of the funding.

## Evaluation Criteria

Applications will be evaluated based on the following criteria:

- Quality and clarity of the Impact Statement.
- A detailed and complete budget that reflects the expenses related to the identified development opportunities.
- Alignment with the Priority Development Areas described in the Eligibility section of the Program Overview document.

## Legal

- Applicants who begin work prior to a funding decision being made do so at their own risk and should not rely on funding being granted.
- The final amount of any award is at the discretion of Wheelchair Rugby Canada and may be less than the amount requested in any application.
- All awards may be subject to additional terms and conditions imposed at the discretion of Wheelchair Rugby Canada.

By applying for the WILD Fund, applicants agree to the terms and conditions outlined above.

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