

REFEREE DEVELOPMENT FUND (RDF) POLICY

Type: Governance

Policy Number: 36

Authority: Board of Directors

Date Approved: May 2018

36.1 Rationale:

The Referee Development Fund (RDF) will be funded primarily from a \$5 surcharge on all MWPA membership fees as approved at the Annual General Meeting of the organization.

The RDF shall be used primarily for the development of MWPA referees.

Member groups eligible for Funds:

- Member Clubs

- Provincial Team

* An eligible group is defined as an MWPA member in good standing, has been registered with MWPA into their 2nd year of operation and has 10 or more registered members with MWPA.

** MWPA reserves the right to retain referee development funds on an “as-required” basis.

36.2 Guidelines:

- The Executive Director (ED) of MWPA will allocate funds as noted in 24.3.

36.3 Procedures:

36.3.1 Allocation of Funds

- Eligible groups will submit a request for funding from the RDF on Club letter head attention MWPA ED.
 - The submission of a RDF request does not guarantee approval.
 - A formal letter from the MWPA office will be sent as a response to each submission (average response time – 2 weeks).
- The ED will determine and decide who is eligible to receive funds based on RDF guidelines, applicant request, letter of support from Member Club and support from MWPA Technical Chair.
- A maximum grant of \$400 will be allowed per Referee per season.

36.3.2 Distribution of Funds

- Expenditures from the RDF require the pre-approval of the Executive Director as noted in 24.3.1

- All claims require a submission of a MWPA Expense Claim form and where

required are to be supported with receipts for amount claimed.

- Disbursement of funds may take approximately 4 weeks to process.

36.3.3 Expenditure Use Guidelines

- Permitted expenses from the RDF include (but are not limited to) the following:
 - Travel - Subject to prior approval by the MWPA ED, to subsidize selected referee's costs for attending major national tournaments to gain experience.
 - Travel - Subject to prior approval by the MWPA ED, to subsidize selected referee's costs for attending out of province evaluations at a Provincial | National level
 - Educational material -The cost of purchasing, copying, printing and reproduction of rule books, pamphlets and educational videos.
 - RDF expenses - Operating costs including meeting costs, communication, supplies, printing & postage costs related to RDF activities.

