

Announcement and Appeals of Athlete Selections

Athletes who have not been nominated for an Ontario Card by their PSO/MSO Selection Committee or who have been nominated for a 'Half Card' versus a 'Full Card', where applicable will be allowed to appeal that decision by filing a "Notice of Appeal" with MHSTCI. Appeals will be heard by an Appeals Committee comprised of representatives from the sport community, selected by the MHSTCI.

Grounds for appeals will be limited strictly to issues related to:

- A) Whether or not the Selection Committee has completed the selection process in accordance with its own published selection criteria and related procedures;
- B) Whether or not the Selection Committee applied the selection criteria in a manner that was free from bias, discrimination and/or conflict of interest.

Issues related to the specific content or selection requirements contained in the PSO/MSO Selection Criteria are not grounds for an appeal and should therefore be discussed directly with the leadership of the individual PSO/MSO.

Please note that before an athlete can file a Notice of Appeal, he or she must first ask their PSO/MSO for reasons explaining why he or she was not nominated for an Ontario Card.

If the athlete is not satisfied with the PSO/MSO's response, the athlete may submit a **Notice of Appeal**, found below. A Notice of Appeal will only be accepted from the athlete or their parent/guardian on the MHSTCI-provided template (typed or hand-printed, no hand-written entries).

NEW: Due to COVID-19, all staff are working remotely and Appeal submissions will only be accepted via email at questforgold@ontario.ca

One appeal cannot be written on behalf of multiple athletes. The Notice of Appeal email must be received by MHSTCI by noon on the deadline day.

MHSTCI will share the Notice of Appeal with the PSO/MSO, who will then submit a "**Response**" with MHSTCI by a specified deadline. The Response will outline why the PSO/MSO believes that the Selection Committee's decision not to nominate the athlete should be upheld by the Appeals Committee. MHSTCI will share the PSO/MSO Response with the athlete.

If, after receiving the PSO/MSO Response, the athlete believes that the PSO/MSO has raised new or additional reasons to justify the Selection Committee's decision not to nominate the athlete for an Ontario Card, then the athlete will have an opportunity to file a "**Reply**" with MHSTCI, responding to these additional reasons. The Reply must be limited to these additional reasons and cannot be used to make submissions already raised in the Notice of Appeal, or that the athlete neglected to include in the Notice of Appeal. The Reply will only be accepted on the MHSTCI-provided template.

Once MHSTCI receives the Notice of Appeal, the Response, and the Reply (if applicable), it will provide those materials to the Appeals Committee. The Appeals Committee will discuss all appeals at once. During its review of the appeals, the Appeals Committee reserves the right to request additional information from both the athlete and the PSO/MSO.

After reviewing an appeal the Appeals Committee will have the authority to:

1. Direct the PSO/MSO to redo the selection process using the correct criteria/process and submit a new list of nominated athletes;
2. Deny the appeal; or
3. Allow the appeal and nominate the appellant for carding status.

Once the Appeals Committee has reached its decision, it will contact the athlete and the PSO/MSO in writing to communicate its decision and the reasons therefore.

An athlete who has had his or her appeal denied is not permitted to submit a second appeal to the Appeals Committee on the same or different grounds.

Note: The PSO/MSO is encouraged to resolve disputes or disagreements informally with athletes who have not been nominated to avoid, wherever possible, formal appeals.

The Ministry of Heritage, Sport, Tourism and Culture Industries has scheduled the Appeals process to conclude and a final list of QFG recipients to be posted here by May 25, 2020. Given the current challenges with COVID-19, every attempt will be made to meet those deadlines however dates are subject to change. We appreciate your understanding.

Appeals Process Deadlines:		
April 14	Athlete wanting to Appeal must contact their PSO/MSO for explanation of why they were not nominated	Athlete contacts PSO/MSO
April 16	PSO/MSO sends written response to any athlete who requested details of why they were not nominated	PSO/MSO replies to athlete
12 noon on April 20	Athlete still wanting to appeal submits <i>“Athlete Notice of Appeal Template”</i>	Athlete submits to MHSTCI
12 noon on April 22	PSO/MSO responds to any Appeals by submitting <i>“PSO/MSO Response Template”</i>	PSO/MSO submits to MHSTCI
April 23	Athlete receives copy of <i>“PSO/MSO Response Template”</i>	MHSTCI to athlete
April 24	<i>“Athlete’s Reply Template”</i> deadline – where applicable	Athlete submits to MHSTCI
May 20	Appeals Committee notifies athletes and PSO/MSOs of outcome of appeals	Appeals Committee
May 22	PSO/MSOs publish FINAL LIST of nominated Ontario Card athletes	PSO/MSO
May 25	PSO/MSO submits confirmation to MHSTCI that all signed Athlete Agreements have been received	PSO/MSO