



## NCCP CLINIC HOST OPPORTUNITY

Softball Alberta is now accepting applications for teams, organizations, leagues or associations to host a NCCP (National Coaching Certification Program) Community Softball (which has taken the place of Level I).

**Please note, all coaches wanting to coach at a Provincial Championship that does not lead to a post-provincial are required to be Community Softball trained or Level 1 Certified (exception U10).**

**Hosts are responsible for the planning and organization of the clinic which includes:**

- Securing a **classroom and gymnasium** for two days which would include paying for the facility use of a **screen and digital projector/smart board** to show PowerPoint presentation, **whiteboard/flip chart** and **speakers for video** in the room.
- Providing a contact person for the registration which would include the opening up of facility on the two days of the clinic.
- Equipment required: at least **one ball per person** in attendance along with **other equipment deemed necessary by the instructor**.
- Payment is due for a minimum of 10 coaches 1 week prior to the clinic. **The cost is \$100 per coach + GST = a non-refundable pre-payment of \$1050.** An invoice will be issued after the clinic for the number of coaches above the minimum of 10.

**Softball Alberta is responsible for the following:**

- Organizing an instructor for the course and ensuring that the instructor contacts the host prior to the clinic
- Pay the expense of the instructor including their honorarium, their travel expenses, their accommodations expenses and any other incidental expenses to instruct the clinics.
- Providing all Community Softball material and CASA Rulebook per participant.

Should you wish to book a clinic please contact Softball Alberta as soon as possible, so that we may begin the process of planning a clinic in your community. **Clinics should be applied for no less than 3 weeks before the clinic date.**

All clinics will be posted on our website at [www.softballalberta.ca](http://www.softballalberta.ca) once the clinic is confirmed.

\*\* If you are having trouble registering the minimum of 10 coaches, it is recommended to try partnering with another association close to you. It is also recommended to collect registration payment from coaches registering with you prior to the clinic to reduce the chance of them cancelling or not coming to the clinic.



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### Softball Alberta NCCP Clinic Application Community Softball

Association/Organization:	
Clinic Location:	
Address of Clinic:	
Requested Date of Clinic:	
Alternate Date Choice:	
Clinic Contact:	
Address:	
City / Postal Code:	
Phone H:	
Phone W:	
Phone C:	
Email:	

**COST:** Community Softball - \$100 +GST per participant  
 (Pre-payment of \$1050 is due to Softball Alberta no later than 1 week prior to the clinic. Additional coaches will be invoiced for after the clinic.)

Community Softball Clinics - Require two days (8:30 am – 5:00 pm).

\*Any team entering a Provincial Championship in Alberta that does not lead to a post-provincial requires a Community Softball trained coach (exception U10).

Softball Alberta reserves the right to decline clinic requests based on the location, time frame, availability of instructors and the number of clinics that will be offered in any one area or zone, based on the total number of clinics offered in any one year.

Card Type:                  Card #:                                  Expiry:          /                  OR CHEQUE#

OFFICE USE ONLY				
Pre-payment <input type="checkbox"/>	Invoice #:	10 + coaches <input type="checkbox"/>	Invoice #:	TOTAL PAID: <input type="checkbox"/>

## Hosting Requirements Checklist

<input type="checkbox"/>	Classroom AND Gymnasium space for 2 days
<input type="checkbox"/>	Payment of facilities
<input type="checkbox"/>	Screen and digital projector for Powerpoint
<input type="checkbox"/>	Whiteboard/flip chart
<input type="checkbox"/>	Speakers for video
<input type="checkbox"/>	One ball per person
<input type="checkbox"/>	Other equipment as discussed with instructor
<input type="checkbox"/>	Contact made with Learning Facilitator one week prior to scheduled clinic
<input type="checkbox"/>	Payment of \$1050 to Softball Alberta
<input type="checkbox"/>	Providing Softball Alberta with clinic registration information to put on website

I have read NCCP Clinic Hosting Opportunity and the Hosting Requirements Checklist and understand what is required as a host and what Softball Alberta's responsibilities are. I will provide the necessary equipment for the clinic.

Date:

Signature:

**\*\*Type date and name into boxes to act as a signature if completing the online fillable form\*\***