

Question	Description/History	Authority/Responsibility	Estimated Cost	Action
1 Prepare an Annual Report form that outlines what we need for the annual report: a) Number of participants b) List of communities c) Communities where delivery of programs occurred	The TSOs have requested that this information be compiled and available to the Membership	Kendra	No additional cost	Kendra to develop an online form for the TSOs to use. Information gathered from the form will be highlighted in the Federations Annual Report
2 Sport North should provide Societies Assistance filing, i.e. workshop, direct assistance: a) Changing calendar years to correspond with MACA funding	TSOs must be in good standing to be Members of the Federation. Sport North can offer assistance at anytime regarding Societies requirements.	Kendra/Rita	No additional cost	Link documents from Societies to the Sport North website. Request a presentation from Societies at the AGM.
3 Organize Budgeting exercise/workshop/templates for TSOs	TSOs have requested assistance around Financial Management issues. In the past the Federation has provided that assistance through the TSO accountability program.	Tyler/Rita	Cost of workshop falls within the Sport Forum budget	Tyler to develop a budgeting tool, and a 'how to' fill out Societies financial requirements. These items and a financial statement template will be linked to the website. Rita will arrange for a Financial Management workshop at the Sport Forum.
4 TSOs to provide names/list of alumni students to become Sport North instructors for various workshops	TSOs may be aware of athletes within their sport that want to offer workshops	Kendra	No additional cost	The question will be added to the online form which gathers data from the TSOs for the Annual Report
5 Have TSO summer students work with Sport North/ASCNWT summer students to provide multi-sport summer camps in the communities: a) level should be above entry level b)no specialization, must be multi-sport	Historically the Federation applies for 2 summer student positions but only receives funding for 1. MACA and MRA also higher summer students that travel to the communities to provide multi-sport summer camps.	Bill/Spider		Work with MACA and MRA to connect the TSOs to this project
6 In coaching we need to develop more master instructors	Coach Developers must take Core Training, Content Training, Codelivery and then be evaluated in order to be certified. The process can be lengthy depending on the number of courses offered.	Rita	No additional cost	Core and/or content training has been offered September 2016, February 2018, September 2018. Coach Evaluator training is being planned for 2019
7 Use website or facebook page to implement/monitor an equipment selling/trading site for TSOs and others, follow format of YK trader	There are many forms/outlets for TSOs to advertise equipment such as: YK Trader, local paper, numerous free sites on facebook, swap shop	Kendra	TBD	Request a quote from current website provider
8 Find a corporate sponsor for sporting goods, i.e. United Cycle	Sourcing out sponsors will help support TSO initiatives	Doug	TBD	Reach out to sport organizations such as Overlanders, Canadian Tire and United Cycle
9 Negotiate a subway sponsorship deal that TSOs and their members can access OR another healthy food provider i.e. grocery store	Sourcing out sponsors will help support TSO initiatives	Doug	TBD	Reach out to Subway
10 Compile an action list from each of the workshops that would be on the agenda for the next board meeting and would become an agenda item at each of the AGM and Sport Forum	It is important that the action items developed from the breakout sessions during the Sport Forum and AGM are captured and shared with the Members.	All Staff	No additional cost	The action items will be shared at the upcoming Sport Forum and online
11 Post the NWTRPA directory to SNF Website	NWTRPA is currently working on the next directory	Kendra	No additional cost	To confirm if there is a digital version that can be link to the SNF website

12	Create a toolbox of “how to” run a program	Discussion around this topic was about access to outdated information.	All Staff	No additional cost	Staff will work on creating an FAQ section on the SNF website that will provide links and information about Federation programs and where TSO support resources can be found.
13	Highlight female athletes on a weekly basis on social media, we can alternate male and female for gender equity.	Effort needs to be made with respect to Women/Girls in Sport. C	Kendra/Rita/Spider	No additional cost	Currently using Cabin Radio to highlight TSOs, promote highlights from AWG through social media, and create a resource page on the SNF website around the topics of Women/Girls in Sport. SNF is hosting 7 CAAWS workshops for Women in Sport in November.
14	Continue the #SheCanCoach program	This program highlighted female coaches participating in the AWGs	Rita/Kendra	No additional cost	This program will continue through CWG and WCSGs
15	Too much focus on kids. Broaden view to include adults and seniors.	Sport for Life embraces all ages and all levels; Active for Life is a component of the LTAD.	Bill	Minor additional costs of purchasing additional awards	Reviewing the possibility of creating a 55+ award, working with Canada 55+ group to become Members of Sport North
16	Introduce the ‘Fast & Female’ program	The Fast & Female program reaches out to girls in sport by providing workshops, champ chats & power hours by Olympic level athletes.	Kendra/Rita	Cost will be determined once numbers are received by F&F	Provide a link on the website to the Fast & Female program. https://www.fastandfemale.com/ Investigate the cost of hosting a Champ Chat.
17	Start a grade 10-12 female mentoring program where they mentor grade 4-6 girls.	When working with the schools they must determine what is necessary/needed within their programing.	Doug	Costs to be determined	Talk with School Athletics and the Youth Ambassador program to determine the need and if so what could be done
18	Promotion of SNF First Air Code	First Air will not allow the Federation to post the code online. Currently TSOs must call the Federation to book tickets.	Doug	No additional cost	To call First Air and determine how the code can be shared.
19	Promote KidSport more	The Federation is doing a great job promoting KidSport. This is evident by the increase in the distribution of funding dollars.	Kendra		No action taken
20	Conduct a Games Evaluation/Survey to TSO’s, athletes, coaches, officials, parents.	The Games Committee is currently creating a standard survey to be used after each set of Games.	Bill	No additional cost	The Games Committee have not provided a timeline for completion
21	Ensure that there are equipment legacies left at the Games to keep sport interest up – speedskating & wrestling as examples.	Legacy agreements are typically between the Host/Community and AWGIC. When the Games are in the NWT Sport North is able to provide a communication link between the TSOs and the Host to encourage legacies agreements.	Doug	No additional cost	Continue to encourage and support the legacy initiative through open communication between the TSOs/Community/Host when the games are in the NWT.
22	Review AWG Handbook to ensure that all stakeholders’ responsibilities are covered.	The Games Committee has reviewed draft one of the handbook. Appendixes require updating.	Bill	No additional cost	The handbook will be put on the staff google site for review for tracking/editing purposes. The final version will be put on the website.

23	Include the "You Can Play" movement in Future AWG's & other multi-sport Games.	You Can Play' was launched at the '17 CSG. It did require several meetings with parents, and teams. You Can Play will be promoted during '19CWG and '19 WCSG	Bill	Cost to be determined	Work with the Games Committee to promote You Can Play and/or Safe Sport during Game events
24	Ensure Mission Staff are identified early, trained & informed.	Mission staff are selected in advanced and are required to participate in Mission meetings prior to and during the games. These meetings provide various learning opportunities.	Bill	Cost to be determined	Work with the Games Committee to establish a larger Mission Staff budget that would allow for the Mission Staff to be trained in various areas such as inclusion, concussions, cultural sensitivities, first aid, creating safe spaces.
25	Allow TSO's to conduct their Territorial Trials when it works best for them; while at the same time organize the current format for the remainder of the TSO's. Examples; conduct Trials when facilities are available. Change the date of a Trials due to inclement weather. Identify athletes one year out for Team Sports.	The Games Committee is discussing this item. However, if Territorial Trials is removed there is a risk of fewer community athletes participating in games, as the cost of participating would be too high. There is a significant cost savings by having the event on one weekend with the charters.	Doug	Doug to provide #	This issue is being discussed at games committee
26	Allow for a Regional Trials format for sports that register a high # of athlete.	Funding is not provided for regional trails, although some sports do have a regional trails to keep the number of athletes at Territorial Trials manageable	Doug		No action taken
27	Allow for exhibition/demonstration sports at each Games.	The Federation has no authority to ensure this happens. Demonstration sports at the Games is decided between the Host and AWGIC.	Doug	No additional cost	No action taken
28	Provide the Chef's Report to the TSO's.	After each set of Games the Chef prepares an overall report	All Staff	No additional cost	TSOs were provided with a copy of the AWG Chefs Report
29	Allow athletes who excel in their respective sport to receive direct entry on Team NT.	The rules in the handbook are clear, athletes must participate in Territorial Trials unless they have a direct entry	Doug	No additional cost	No action taken
30	Ensure that officials are certified & endorsed by the TSO.	It is important that the TSOs are aware of when their officials are participating in various games. TSOs can also ensure that the official has the correct certification needed for the event.	Doug	No additional cost	Continue to lobby the AWGIC and Host Society to utilize the TSOs to recruit officials for the Games.
31	That Sport North be the Champion to ensure that the AWGIC and future Host Societies adhere to ALL guidelines outlined in the AWGIC staging manual. If they can't, then they shouldn't host.	Everyone should be operating off the same set of rules, and everyone should understand those rules prior to arriving at the games.	Doug	No additional cost	Continue to lobby the AWGIC and Host Society to follow the staging manual and technical packages provided by the committee, and to utilize the TSOs as they are the sport experts.