Overview

Canadian Society for Exercise Physiology is proud to represent over 6000 qualified exercise professionals and academics across Canada. Each of these members is making great contributions to the field of exercise physiology and personal training, and in doing so, is strengthening the collective mission; to promote fitness, performance, and health outcomes for Canadians.

As a CSEP supporter of evidence-informed practice, your organization may be interested in promoting CSEP’s message through live or online events and activities. Through a CSEP Partnership Grant, you have the opportunity to apply for funding and in-kind support for these activities.

Grant Program

The Partnership Grant program was developed to help support the following three objectives:

- To provide more opportunities for CSEP members to gain recognition of their expertise through increased exposure and networking opportunities.
- To bring more and varied professional development opportunities to CSEP certified, academic, student and supporter members.
- To connect a broad range of high-quality service, fitness, research organizations with the highest standard of exercise professionals in Canada.

Eligibility

To be eligible for funding, the event or activity must meet the following criteria:

- Take place in Canada
- If research is being presented, content must be evidence-informed
- Offer preferential registration to CSEP members
- Travel and accommodation of applicants for any purpose is not an eligible expense
- Publication fees are not eligible
- Applications submitted by CSEP members will be given first priority
Application Process

Interest organizations need to apply through the CSEP Partnership Grant application form. All applications will be reviewed by the CSEP Member Services Committee Adjudication Team. Incomplete applications will not be reviewed. The following items will be needed to complete the application form:

- **Outline of your event**
  - Date, time, venue/other activities
  - Speakers' bio or CV and presentation abstract

- **CSEP Member benefit outline**
  - How will your event benefit CSEP members? Which Members will benefit from this event?

- **Proposed budget**
  - Based on the Support Scheme attached, what is the amount of your request and how will the funds be allocated?

- **If applicable, details on any other sponsors or associations Involved**

Application Assessment

The Adjudication Team will be comprised of members of the CSEP Member Services Committee. Any members of the committee who are in conflict of interest with the proposed event will recuse themselves from the evaluation.

Adjudication will take place twice per year, after **July 1 and November 1**. Applicants will be advised of their status by August 1 and December 1. (*pending budget approval)

**The Adjudication Team shall evaluate applications based on:**

- Alignment of objectives with CSEP mission
- Estimated costs of total expenses for proposed activities
- Applicants’ request for a second grant in the same membership year may be declined at the discretion of the Committee depending on the number of requests placed/approved at the time of consideration relative to the budget set. For non-member applications, a maximum of 2 applications on distinct topics are permitted per year at the discretion of the Committee when considering time constraints of CSEP staff for other member applications.
- There is no maximal number of grant requests that an applicant can place year-over-year
- If an applicant has previously received Partnership Grant support from CSEP, their new application may be denied if they previously failed to provide progress reports, or if the objectives were not completed sufficiently at the discretion of the Committee.
About our Members:

CSEP’s members represent three areas of interest in the field of exercise science and personal training.

**CSEP-Certified Personal Trainer® (CSEP-CPT) and CSEP Certified Exercise Physiologist® (CSEP-CEP) Members:** CSEP Certified members are the most qualified in their field to perform assessments, prescribes conditioning exercise, as well as exercise supervision, counseling and healthy lifestyle education in apparently healthy individuals, populations with medical conditions, functional limitations or disabilities, and high performance athletes across the lifespan*. CSEP-CPT’s and CSEP-CEP’s are required to earn Professional Development Credits (PDCs) through evidence-informed activities and events. This may include workshops, webinars and single or multi-day conferences. For more information on CSEP’s Professional Development Credit program, please click here.

Based on feedback from the 2019-20 member survey, primary area of interest includes (top ten only):

- Sport nutrition
- Ergogenic aids
- Ageing
- Paediatric
- Environmental Physiology
- Exercise Neuroscience
- Muscle Physiology
- Respiratory Physiology
- Cardiovascular Physiology
- Blood Flow

Additionally, members are interested in receiving Professional Development in the following ways:

- Online (54%)
- In-Person (38%)
- Podcast/Other(8%)

**CSEP Academic Members** hold a graduate or postgraduate university degree in relevant disciplines related to exercise science, or the degree of Doctor of Medicine, or the degree of Doctor of Chiropractic. Based on survey data, CSEP Academic members seek events/activities on:

- Sedentary behaviour
- Health/Health promotion
- Paediatric
- Sport Nutrition
- Physical Activity
- Business Administration
- Networking

**CSEP Student Members** are individuals registered in university undergraduate or graduate programs in relevant disciplines, e.g., kinesiology, exercise science. may also include post-doctoral fellows. As young Investigators, our CSEP Student members seek a variety of opportunities to assist with their professional development. These may include:

- Opportunities to present preliminary data
- Workshops: Grant applications, presentation skills, mentorship
- Networking

See Appendix A for information on the planning and format for CSEP Professional Development Days.
Post Grant Obligations

For Applicants

- Successful applicants must fulfil the requirements set out in the Guidelines for Funding Guidelines (p.6).
- Successful applicants may be asked to complete a post-event survey to evaluate the CSEP Partnerships Grant process.

For CSEP

- CSEP will promote the event through our channels, including social media and monthly e-newsletters. When possible, CSEP will promote the event on csep.ca. CSEP reserves the right to utilize any promotion medium it considers appropriate. Any costs associated with promotion will be deducted from the Grant support.
Funding Guidelines

This section provides an overview of a Partnership Grant between CSEP and the Event partner. Deliverables are negotiable; substitutions may be considered.

**Top Tier: Max support, up to $5000.00 per day**

- Title sponsor; CSEP must appear in event name, i.e., XXX Conference, supported by the Canadian Society for Exercise Physiology
- CSEP brand to be listed on event website and conference app (if applicable)
- CSEP brand to be included on all print material, including programme
- CSEP brand to be highlighted on all session screens
- Banner placement; up to two banners, provided by CSEP
- Opportunity to host a delegate social function or session
- Trade show or exhibitor booth
- Two complimentary conference registrations; this should include any social functions, meals etc.
- Delegate bag insert, seat drop or conference swag drop
- Opportunity to survey the delegates post-event?
- Title Sponsor exclusivity

**Up to $2500.00 per day**

- CSEP brand to be listed on event website and conference app (if applicable)
- CSEP brand to be included on all print material, including programme
- CSEP brand to be highlighted on all session screens
- Banner placement; up to two banners, provided by CSEP
- Opportunity to host a delegate social function or session
- Trade show or exhibitor booth
- Delegate bag insert, seat drop or conference swag drop
- If no other comparable sponsor is listed, CSEP will assume Title Sponsor role.

**Up to $1000.00 per day**

- CSEP brand to be listed on event website and conference app (if applicable)
- CSEP brand to be included on all print material, including programme
- CSEP brand to be highlighted on all session screens
- Banner placement; up to two banners, provided by CSEP
- Delegate bag insert, seat drop or conference swag drop

**Basic Level: Minimum support, up to $500.00 per day**

- Delegate bag insert, seat drop or conference swag drop
- Banner placement; up to two banners, provided by CSEP
- Opportunity to present CSEP to delegates (max ten minutes)
Appendix A:

CSEP Professional Development Day Overview

The following is an overview on the background and format of a CSEP Professional Development Day. It is a guide only, and you may choose to deviate from this plan as it suits your event or activity.

Objectives:

There are three objectives of a CSEP PD Day:

1. **Career Development**: To provide CSEP members with evidence-based, leading scientific research in their region.

2. **Ease of Use**: Research presented at the CSEP PD Day is intended to be more ‘user-friendly’ than that which is presented at an International Scientific Conference. The emphasis is on being able to ‘apply on Monday what you learn on Saturday’.

3. **Outreach and Networking**: CSEP PD Days provide an intimate, smaller-scale setting, and therefore afford excellent opportunities for members to connect with other members in their region. Similarly, the presence of CSEP staff at these events fosters a connection with the CSEP office.

Format:

In general, the format is as follows:

- Normally, each presentation is approximately 45 minutes, with 10 minutes provided for Q&A. If a presenter needs/wants a longer time-block, this is not a problem, however we do ask for stand and stretch breaks every 45 minutes.
- The PD Day can be a single stream (one single auditorium) or multi-stream, running parallel sessions.
- The PD Day is not necessarily structured around a theme.
- Can be a mix of theory and applied, depending on the venue.

Audience

- Number of delegates ranges between 60-125.
- Majority of attendees are CSEP-CPT (60%), followed by CSEP-CEP (30%), and non-member (10%)