



## Guide to Hosting a 2–day Adaptive Paddling Workshop

At the core of the ACA Adaptive Program, Adaptive Paddling Workshops (APWs) provide the information necessary to seamlessly integrate individuals with disabilities into paddlesport programs. Instruction includes how to compensate for a paddler's loss of function due to disability, adaptation techniques for equipment and instruction, how to focus on the paddler's ability, and accessibility of programs and facilities. APW involve hands-on learning in both a classroom and in calm, protected waters.

2-Day APW have a three-fold purpose:

- Provide ACA instructors an opportunity to earn the Adaptive Paddling Instructor Endorsement
  - The Adaptive Endorsement is an additional credentialing on your current ACA instructor certification
  - APW can be used once as the Update portion of your ACA Instructor certification maintenance requirements for all ACA paddling disciplines except Safety and Rescue
  - To lead the ACA 2 or 4 day APW you must be an Adaptive Paddling Instructor Trainer
- Provide non-ACA instructors an opportunity to earn the Certificate of Completion
  - Certificate of Completion is a nationally recognized documentation of successful APW completion
  - Certificate of Completion is evidence of training to integrate adaptive theory and techniques into your program
  - Certificate of Completion does not allow you to teach as an ACA certified instructor
- Provide a skills course for individuals with disabilities

The 2-day APW format is designed for existing paddlesports programs that (1) do not need a review of basic paddling skills for Endorsement Candidates (EC), and (2) have the ability to offer instruction and outings to participants with disabilities after the APW.

2-day APW Requirements

- Existing paddlesports program with qualified instructional staff (ACA Level 2 Instructors or equivalent skills)
- Access to paddling and adaptive equipment necessary for a successful APW
- Access to student participants through contacts with organizations serving people with disabilities
- Ability to offer students with disabilities follow-up on-water opportunities
- An ACA Instructor with the Adaptive Paddling Endorsement must lead on-water skill sections

2-day APW Facilities Requirements

- Day 1: Adaptive paddling classroom instruction
  - **Facilities:** Classroom with AV capabilities and additional workshop space for hands-on equipment outfitting training
  - **Participants:** Endorsement Candidates and individuals seeking a Certificate of Completion must attend. Paddling Students with disabilities also welcome but attendance is optional
- Day 2: Equipment outfitting and on-water student instruction
  - **Facilities:** Workshop space to develop adaptive outfitting with students and an ACA Level 1 water venue for a skills course. ACA Level 1 water venue defined as: *calm, flat water, protected from wind, waves and outside boat traffic, with no apparent current and within*



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*swimming distance of shore.* Pools large enough to accommodate workshop participants are the preferred ACA Level 1 water venue for APW.

- **Participants:** Endorsement Candidates, individuals seeking a Certificate of Completion, and Paddling Students with disabilities must attend

### Typical Host Responsibilities

Any organization meeting the requirements above may host a 2–day APW. Host organizations provide a critical role in the success of an APW, and they work closely with the ACA Instructor Trainer(s) who will teach the workshop. The exact allocation of host duties is up to the host and AP Instructor Trainer. Host organizations are usually responsible for:

- 1.) Secure the necessary accessible facilities
- 2.) Coordinate marketing and outreach to find participants
- 3.) Register appropriate ratio of both Endorsement Candidates and paddlesport students with disabilities
- 4.) Provide initial screening that registrants meet ACA’s Essential Eligibility Criteria (EEC)
- 5.) Collect enrollment fees and disburse funds
- 6.) Help Instructor Trainer(s) distribute pre-course materials and paperwork to enrolled participants

### Typical 2–day APW costs:

Below is a breakdown of typical costs to produce a 2-day APW for 10 Endorsement Candidates & 5 paddlesport students with disabilities. This size workshop requires at least 2 Instructor Trainers. ACA does not set a price. Some costs are expressed in a range because these costs fluctuate based on location, and Instructor Trainers set their own fees.

<u>Adaptive Textbooks:</u>	<u>\$250 + shipping (\$25 x 10 = \$250 + shipping)</u>
<u>Foam Kits:</u>	<u>\$500 + shipping (\$100 x 5 = \$500 + shipping)</u>
<u>Other Supplies:</u>	<u>\$30 - \$50</u>
<u>Instructor Trainer travel &amp; lodging x 2:</u>	<u>\$600 - \$1500 (\$300 to \$750 per IT)</u>
<u>Instructor Trainer teaching fees x 2:</u>	<u>\$800 - \$1600 (\$200 to \$400 per IT x 2 days)</u>
<u>Classroom &amp; pool facilities:</u>	<u>\$0-\$600</u>

**Total: \$2,180 to \$4,500** (plus shipping for foam kits and textbooks)

Host organizations usually charge endorsement candidates a registration fee to offset course costs. Hosts sometimes also charge each paddlesport students with a disability a nominal fee (\$10-\$50) to create “buy-in” and encourage participation.

Host organizations are encouraged to seek funding and facility contributions. Often municipalities, colleges and universities, and other non-profit or government bodies offer facilities for a reduced rate.

For additional information, please visit: [www.americancanoe.org/AdaptivePaddling](http://www.americancanoe.org/AdaptivePaddling). Please also contact the SEI Department with any questions.