

VYSA NEW CLUB AFFILIATION POLICY November, 2021.

A New Club, as the term is defined below, that wishes to affiliate with the VYSA must first apply to the VYSA Board who may refer the application to a New Club Affiliation Committee for review and recommendation.

"New Club" means a Club that is not affiliated with the VYSA, a New Amalgamated Club and a Limited Purpose Club.

"New Amalgamated Club" means a Club that is formed as a result of an amalgamation, merger, or formal association of a VYSA affiliated Club with one or more organizations that were not affiliated with the VYSA at the time of the amalgamation but does not include an affiliated Club that contracts with another Club to provide technical or other services.

"Limited Purpose Club" means a Club that is affiliated with the VYSA for limited purposes (ie not for all levels of play such as house league only, divisional only or high performance only) that wishes to materially change its programming.

The VYSA Board may affiliate a Club for a Limited Purpose.

The VYSA Board may terminate a Club's affiliation if and when it becomes a New Amalgamated Club.

The VYSA Board may delegate the authority for reviewing a New Club application and may also delegate the authority to make decisions and give instructions regarding the application process, the interpretation of this Policy and the approval or denial of the New Club application to a VYSA Board committee.

The delegate or committee reviewing the New Club Application will not be affiliated with any VYSA Club and will otherwise comply with the VYSA and BCSCA conflict of interest by-laws, regulations and/or policies.

Deadlines:

To affiliate teams with the VYSA for play in any particular year the applicant must submit its application to the VYSA no later than **November 15** of the immediately preceding year.

Application:

The New Club must complete the VYSA New Club application form and submit an application which must at a minimum contain the following requirements.

1. Benefit to Soccer

The New Club must provide a detailed description of the club and basis for membership or in the case of a New Amalgamated Club or Limited Purpose Club, its expanded programming and how it will benefit the VYSA by increasing total player registrations and otherwise.

2. Organizational Status and Proof of Registration

The application must include proof of registration with the appropriate regulatory authorities as a society, sole proprietor, partnership or corporation.

3. Organizational Documentation

The applicant must provide satisfactory evidence that it is in good standing with all relevant governing bodies and copies of its constating documents (i.e. the charter, the memorandum, the articles of association, the articles of incorporation, the articles of continuance, the articles of amalgamation, the by-laws, the partnership agreement, the limited partnership agreement or any other instrument pursuant to which an entity is created, incorporated, continued, amalgamated or otherwise established, as the case may be, and/or which governs in whole or in part such entity's affairs, together with any amendments thereto).

4. Organizational Structure and List of Officials

The application must include a description of its organizational structure, the names and contact information for its Directors, Officers and Sr. Staff (i.e. Executive Director, General Manager, Technical Director, Registrar, Risk Assessment Officer) with a description of their role and responsibilities within the organization.

5. Commitment to Compliance and Friendly Relations

The applicant must agree:

- a. to adhere to the bylaws, rules and regulations, policies and directives of the Vancouver Youth Soccer Association, BC Soccer, the CSA, the BCCSL, the BCSPL and the Canadian National Youth Licensing requirements where applicable;
- b. not to include more than the allowed number of Out of District players per team; and
- c. to consult and collaborate constructively with the VYSA and member clubs to resolve matters of common interest or conflict and use bona fide best efforts to act reasonably in the best interests of the VYSA community in conducting its affairs.

6. Commitment to Registering Players

The applicant must agree in writing to register a minimum of 44 youth players. (A player is any youth registered with the new club who is participating in any sanctioned soccer activity, such as supplementary training, and does not have to include league play.) For purposes of the initial application, players moving in mass from other club teams (i.e. more than 50% of the team's registered players) may not be considered in the 44 minimum registered player count.

The applicant shall agree to abide by all CSA, BCSA and VYSA player recruitment policies including without limitation, the applicant must not attempt to register players which formerly comprised all or substantially all of a team registered with another BCSA registered club without justification and specific approval of the VYSA board. For the purposes of registration of players and enforcement of these policies the applicant must submit with the application a list of the proposed teams, the names of the players, contact information and the club and team with which he or she was registered in the just completed season. In receiving and storing this information, the VYSA will comply with relevant privacy legislation and CSA, BCSA and VYSA privacy policies

The VYSA may affiliate a New Club on the condition that the affiliation of that club with the VYSA may be terminated if the number of players registered with that club doesn't represent a minimum of 2% of the membership in the VYSA within three years after affiliation ("Minimum Registrations")

A New Club must register at least 30% of its players that have not been registered with a VYSA affiliated club in the previous year until the New Club has attained Minimum Registrations.

7. Commitment to Non-Discrimination and Inclusive Programming

The application must include policies aligned with the Vancouver Youth Soccer Association, BC Soccer, and ViaSport regarding non-discrimination and diversity and be inclusive of individuals regardless of where an individual identifies on the gender spectrum.

The applicant must provide and the application must include details of both male and female programming and be inclusive to individuals regardless of where an individual identifies on the gender spectrum.

8. Commitment to Financial Strength, Responsibility and Transparency

The applicant must:

- a. Pay the then applicable VYSA New Club application fee which is currently \$250.00;
- b. Provide a budget for the New Club's first and where applicable its second fiscal year
- c. Provide a bond of up to the maximum permitted by the BCSA (currently \$10,000). If the New Club is compliant with the terms of affiliation, 50% will be returned at the end of the first year and the balance will be returned after the second first year of affiliation if the New Club has been and is in good standing under the terms of affiliation and the then VYSA by-laws, regulations, policies and affiliated club obligations.
- d. Provide the VYSA on or before June 1 each year with the required form of financial statements which currently are a minimum of "Notice to Reader" annually after affiliating.

The VYSA intends to assist the New Club Applicant, where appropriate to be adequately structured for success where the New Club's intentions appear to meet the application criteria. Accordingly, the VYSA may require further review and materials to properly assess an application and give provider guidance to the New Club. Any paid internal administrative and external third party costs will be paid by the New Club Applicant. Any additional review will likely be related to the intended scope of the New Club's intentions. The VYSA will use best efforts to ensure that any additional costs are reasonable and reasonably required to fulfil the VYSA governance mandate.

9. Commitment to Safe Sport and Ethical Conduct

The application must include the following documents that must be aligned with the Youth District Association, BC Soccer, and Via Sport:

- a. Risk Management Policy;
- b. Confirmation that the club's executive/officers have completed a Vulnerable Sector Check or Enhanced Police Information Check by a provider acceptable to BC Soccer;
- c. Privacy Policy;
- d. Discipline and Ethics Policy,
- e. Anti Bullying Policy;

- f. Anti Discrimination Policy;
- g. Sexual Harassment Policy and;
- h. Code of Conducts for players, coaches, parents and club officials.

10. Confirmation of Field Space

The applicant must demonstrate that it has access to field and facilities that are safe for training and match play for all of its registered players and proposed programs that do not include field and facility times and locations that are or historically have recently been used by other VYSA affiliated clubs and are needed by that club. If the applicant's fields are acquired directly reasonable evidence from the local parks authority(ies) or other supplier stating that fields will be provided once membership is successful or proof of field rentals is required.

11. Restriction of Eligibility for Highest Level Programming

The VYSA may prohibit the New Club from participating in the highest level of divisional play for the first year of affiliation.

12. Commitment to Referee Programming

The applicant must:

- a. add registered referees to the VYSA pool of game officials; and
- b. agree to provide referee programming or participate in VYSA referee training programs.

13. Achievement of BCSA or CSA Charter, License or Standard,

The applicant must agree to use its best efforts to obtain its BCSA Club charter or other similar standard and is offered by the BCSA and or CSA at the time of the New Club Application either within 2 years of affiliation or, by the date when all currently affiliated VYSA clubs must do so, whichever comes later.

14. Other Considerations

In deciding whether to affiliate a New Club with the VYSA, the VYSA Board may take into consideration:

- a. whether and to what degree the New Club may deplete the roster(s) of existing clubs and/or undermine the viability of an existing VYSA affiliated club;
- b. the opinion of then affiliated VYSA clubs;
- c. the number of registered players of the New Club that are residents in the VYSA District; and
- d. the past conduct of the New Club, its Board Members, Officers and/or Management team.

15. The New Club must agree to all of the conditions that as then similarly affiliated VYSA that are set out in the VYSA pre-season information package.

16. The VYSA may impose a probationary period or other conditions on the affiliation of a New Club.

DISCRETIONARY OBLIGATIONS OF THE NEW CLUB APPLICANT.

THE PURPOSE OF THE NEW CLUB APPLICATION PROCESS IS TO ENSURE THAT THE APPLICANT QUALIFIES AND AS IMPORTANTLY IS SUCCESSFUL IN ESTABLISHING ITSELF IN THE VYSA ACCORDING TO ITS STATED AMBITIONS. WHERE THOSE AMBITIONS ARE RELATIVELY NARROW, THE APPLICANTS HAVE ADEQUATE EXPERIENCE AND SUPPORT AND THE MATERIALS PRESENTED WITH THE APPLICATION DEMONSTRATE A REASONABLE EXPECTATION THAT THE NEW CLUB IS WELL PREPARED TO ACHIEVE ITS INTENTIONS WITHIN THE VYSA, LITTLE ADDITIONAL MATERIAL OR COST IS EXPECTED. HOWEVER, THE VYSA MAY, ACTING REASONABLY AND IN THE BEST INTERESTS OF THE NEW CLUB APPLICANT AND THE VYSA, REQUIRE EITHER OR BOTH A TECHNICAL PLAYER DEVELOPMENT PROGRAM AND OR AN OPERATIONAL PLAN BE SUPPLIED WITH THE NEW CLUB APPLICATION. TO AVOID THE APPEARANCE OF BIAS OR UNREASONABLY HINDERING AN APPLICATION, THE VYSA WILL GIVE THE NEW CLUB APPLICANT REASONS FOR THE REQUIREMENT FOR ADDITIONAL MATERIALS. ACCORDINGLY:

17. The VYSA Board may require, depending on the intended scope of activities to be provided by the Applicant Club that the application include a reasonably detailed player development program, that reflects the CSA and BSCA approved player development models appropriate to that clubs proposed programs. The Technical plans must include the club's program descriptions, alignment with Long Term Player Development, a holistic approach (physical, mental, technical/tactical and social/emotional) to development, and yearly training/competition cycle(s) for each program.

18. Operational Plan The VYSA Board may require that the application include a reasonably detailed Operations Plan that details how the New Club intends to attain its strategic objectives.

THE OBLIGATION TO MAINTAIN THE PLAYER DEVELOPMENT AND/OR OPERATIONAL PLAN WILL NOT EXTEND BEYOND THE NEW CLUB'S PROBATIONARY PERIOD UNLESS THE VYSA, UPON THE REASONABLE EXERCISE OF ITS GENERAL GOVERNANCE POWERS, EXTENDS THAT OBLIGATION OR THE VYSA IMPOSES A SIMILAR OBLIGATION ON ALL VYSA CLUBS HAVING SIMILAR OPERATIONS.