



NEBRASKA STATE SOCCER

TOURNAMENT & TRAVEL POLICY

## **NEBRASKA STATE SOCCER POLICY ON HOSTING TOURNAMENTS**

Nebraska State Soccer (NSS) adopts the following policy in order to assist both the State Association and Affiliate Members in addressing matters relating to hosting tournaments.

NSS has control over its own rights and property and has the right to determine under uniformly applied rules when it shall sanction an event. Further, NSS has the right to decide when and under what circumstances its interests, rights, and property can be used, including in any sanctioned activity. NSS recognizes that for purposes of hosting tournaments or games no one has the right to take for that person, group, or entity's own use, the rights and property of others, including those of NSS, without the authorization of the Board of Directors, or to misrepresent or fail to disclose information so as to mislead others.

These procedures do not apply to the US Youth Soccer National Championship Series, US Youth Soccer National Presidents Cup, or ODP Regional or National events as far as hosting is concerned.

### **SECTION 1: DEFINITIONS OF TERMS AND ABBREVIATIONS**

#### **HOSTING ORGANIZATION**

Refers to the Affiliate Member who wishes to host a sanctioned event or game. Hosting Organizations must be in good standing as a member of NSS.

#### **TYPES OF TOURNAMENTS**

- **UT = UNRESTRICTED TOURNAMENT:** A tournament that is open to all Federation affiliated participants. Any tournament that allows international participants must be an Unrestricted Tournament.
- **RT = RESTRICTED TOURNAMENT:** A tournament that is open only to members of US Youth Soccer and its State Associations.

#### **TOURNAMENT TYPE BASED ON LEVELS OF PLAY**

Tournaments shall represent their type based on the NSS Levels of Play:

- **L1 - Level 1**
- **L2 - Level 2**
- **L3 - Level 3**

### **SECTION 2: HOSTING ORGANIZATION**

The hosting organization shall comply with the terms of its approved *Tournament or Games Hosting Agreement* as completed through the NSS Application, and its invitation to all visiting teams. This includes but is not limited to the provisions of the *Agreement* regarding the invitations to teams, the acceptance of teams and the post event reporting requirements. Changes to the provisions in the Agreement must be approved by NSS.

Advertising for Tournaments as officially sanctioned will not commence until the hosting organization receives approval to host.

### **SECTION 3: SANCTIONING FEES**

At the time of the application submission the hosting organization will be required to submit the sanctioning fee. This fee is non-refundable unless the entire event is cancelled and the tournament has a refund policy in which 100% of the entry fees are refunded to teams entered.

Restricted Tournament	\$250
Unrestricted Tournament	\$500

The hosting organization is responsible for applying for the appropriate type of tournament sanctioning. If the organization operates outside the scope of the approved sanction, NSS may impose fines or deny future sanctioning applications.

### **SECTION 4: DEADLINES AND APPLICATION REQUIREMENTS**

#### **DEADLINE**

Completed applications and payments must be received by the below deadlines. Applications will not be accepted for sanctioning after the posted deadlines.

- Spring Events: Deadline of December 1
- Fall Events: Deadline of June 1

#### **APPLICATION REQUIREMENTS**

All tournaments must have an agreement with a certified referee assignor at the time of application. Applications will not be approved without a referee assignor.

Application must include a reasonable estimation of the number of teams expected in the event.

- a. The number of teams that may be accepted into the tournament must be agreed to in writing by the Referee Assignor to ensure that an adequate number of referees of appropriate quality are available. A tournament may not exceed this number without prior written approval from the Referee Assignor.
- b. If the number of actual teams exceeds the estimation in the application, the hosting organization must have the additional teams approved by NSS. Failure to receive approval may result in non-approval of the event in the future.
- c. Any Affiliate Member wanting to host a tournament including International teams must contact NSS Office to review all procedures below. The State Office will assist the tournament with these procedures.
- d. For all teams that are not members of US Youth Soccer or a US Youth Soccer Affiliate, Proof of medical and liability insurance must be provided by the team's organization of registration.

### **SECTION 5: POST-TOURNAMENT REPORT**

The post-tournament report must be submitted to NSS within thirty (30) days following the conclusion of the tournament. Failure to submit the report within thirty (30) days will result in a \$100 late fee.

If the post-tournament report and applicable late fee are not received within sixty (60) days of the completion of the tournament, an additional \$200 fine will be assessed.

Failure to submit the required report may result in the denial of future tournament sanctioning for the hosting organization.

Any incident involving referee abuse, assault or serious misconduct by a player, coach, manager, club official, or game official, must be reported to NSS within forty-eight (48) hours of the incident. NSS will notify the appropriate league, club, or State Association having jurisdiction over the offending party.

## **SECTION 6: RESPONSIBILITIES OF HOSTING ORGANIZATIONS**

Any tournament approved for sanctioning by NSS must abide by the following:

1. The host of any tournament must disclose to all participating teams the following:
  - a. Any requirements for participating teams regarding the use of tournament-provided housing.
  - b. Any policies regarding the refund of application or tournament fees.
  - c. Publicly display and disperse tournament policies.
  - d. Notify all participating teams that the event follows and enforces NSS Disciplinary & Procedures Policy and the U.S. Soccer Referee Abuse Policy (Policy 531-9).
2. NSS sponsored activities and/or sanctioned tournaments holding 8U and below competitions must be "friendly" in nature with no championship game played or championship award presented. All participants must receive awards if any are presented.
3. Discipline Procedures:
  - a. All hosting organizations must follow the procedures set forth in the NSS Discipline and Procedures Policy including but not limited to the minimum penalties and sanctions.
  - b. All hosting organizations must abide by and enforce the U.S. Soccer policies regarding Referee Abuse Policies (RAP)
  - c. Where misconduct or rules violations have been displayed by a club official, coach, or player not under the jurisdiction of NSS but during a tournament sanctioned by NSS, a full account of the misconduct or rules infraction shall be forwarded in writing to both NSS and the association having jurisdiction over the offending party.
  - d. The hosting organization must relay, to NSS, all ejections/send-offs that occur during the sanctioned event or game, including what penalties were given to the offending party and how many (if any) penalties remain to be served. This information should be sent no more than 48 hours after the completion of the event or game.
4. All NSS Sanctioned Tournaments shall reasonably be required to have medical personnel available during the majority of play.
5. Hosting organization must have clear weather safety protocols prepared and should follow U.S. Soccer's Recognize to Recover environmental safety guidelines, including lightning and heat safety. Reports of insufficiently implementing weather safety policies that could endanger the safety of players, referees, or spectators may result in the event no longer being sanctioned in following seasonal years.
6. Modifications to FIFA Playing Rules:

Member organizations may modify the USSF Playing Rules, provided those modifications apply only to competition within that hosting organization's event. Any such modifications must be included in the event's published playing rules prior to sanctioning approval and must be made publicly available to all participating teams.

## NEBRASKA STATE SOCCER TRAVEL POLICY

The following policy has been approved by Nebraska State Soccer (NSS) in order to assist NSS in addressing matters relating to travel, guest players, and to establish a level of standardization.

NSS in adopting this policy, considered all potential risk management and other liability issues in order to avoid and minimize risk to the participants, the State Association, US Youth Soccer and US Soccer.

### SECTION 1: DEFINITIONS

- a. **Travel:** Is the participation by a player, coach, or team in an event, which is conducted outside the state of Nebraska.
- b. **Sanctioned Travel:** Is travel that has been sanctioned by NSS so that the benefits of affiliation (e.g., insurance) apply to the travel.
- c. **Non-sanctioned Travel:** Travel that is not sanctioned by NSS. Participation in events that are not sanctioned by NSS, US Youth Soccer, or U.S. Soccer may void applicable insurance coverage and is undertaken at the sole risk of the participants.
- d. **Notification to Travel Form:** On this form a team, player or coach notifies NSS of travel and requests NSS to sanction their travel. Once the form is submitted with payment, they will receive approval and will be notified of any issues with travel.
- e. **Guest Player/Player Loan Form:** This form is to ensure that all participating players and team officials are duly registered with NSS. By submitting and then receiving approval the guest player is considered rostered to team for play and travel. Once submitted members will receive approval and will be notified of any issues with the form.

### SECTION 2: SANCTIONED TRAVEL - GUEST PLAYER/PLAYER LOAN

NSS is not required to approve any Notification to Travel or Guest Player/Player Loan forms that do not meet the requirements of this policy.

Any Notification to Travel or Guest Player/Player Loan form that does not comply with the requirements of this policy manual may be denied. Required fees that are not submitted in a timely manner may be subject to late fees.

Only teams that are members in good standing with NSS and are traveling to tournaments or games sanctioned by a State Association, another US Youth Soccer member organization, US Youth Soccer, U.S. Soccer, an affiliated organization, or FIFA may receive approval for travel.

Participation of any kind, including travel to and from events and participation in events not sanctioned by NSS, is entirely the responsibility of those deciding to participate.

- a. No person, group, or entity shall by affirmative misrepresentation or by the failure to disclose material facts mislead any other person into believing that travel to or participation in non-sanctioned events or any non-sanctioned travel is authorized, approved, or otherwise sanctioned by NSS.

8U, 9U, and 10U teams may submit Notification to Travel for events in neighboring states (states bordering Nebraska) sanctioned by US Youth Soccer or US Soccer only.

Under 7 and below teams shall not be allowed to submit Notification to Travel or to travel out of state.

Players shall be allowed to play as a guest on teams for tournament or league play, when allowed by the tournament or league rules, with the permission of the primary coach as long as the borrowing coach fills out the required Guest Player/Player Loan form. Forms must be turned in to the Tournament Director or League Director. Guest Player/Player Loan forms are not required for 3v3 or 4v4 tournament play.

### **SECTION 3: REQUIRED DOCUMENTS FOR SANCTIONED TRAVEL**

The following documents shall be available for review by the authorized hosting organization. It is the responsibility of the team, player, or coach to provide these items.

- a. A copy of the Notification to Travel form approved by NSS;
- b. A validated NSS certified roster; or a copy thereof;
- c. A NSS member pass as approved and issued by NSS, for each player, guest player and team official listed on the certified roster. Each player's member pass must have on it the team information, the valid seasonal year, the player's name, and the player's VERIFIED birth date as required by Rule 204 of US Youth Soccer Policy on Players and Player Rules;
- d. An authorization properly executed with original signatures to allow emergency medical treatment of each player;
- e. Copies of any Guest Player/Player Loan forms for any player who is a guest player.
- f. The team shall also carry a list of contact numbers for players, parents, league, club, and NSS State office who may be contacted in the event of an emergency.

### **SECTION 4: INTERNATIONAL TRAVEL**

Teams affiliated with NSS that intend to travel outside of the United States must comply with all applicable requirements of NSS and U.S. Soccer regarding international travel.

All international travel must receive prior approval through the U.S. Soccer Foreign Travel Application process.

- a. Applications for international travel must be submitted through the U.S. Soccer online Foreign Travel Application system no later than thirty (30) days prior to the team's departure.
- b. Teams must obtain authorization from NSS prior to submitting the U.S. Soccer Foreign Travel Application.
- c. The application must include all documentation required by U.S. Soccer, which may include but is not limited to:
  - A verified team roster approved by the State Association
  - Proof of invitation, registration confirmation, or event information for the tournament or games
  - Required compliance acknowledgements as determined by U.S. Soccer

- d. Any fees associated with the U.S. Soccer Foreign Travel Application must be submitted through the U.S. Soccer application system.
- e. Upon approval, U.S. Soccer will notify the appropriate national association(s) in the country or countries being visited that the team is properly affiliated and has received authorization to travel.
- f. Teams must provide NSS with confirmation of their approved U.S. Soccer Foreign Travel Application prior to departure.
- g. Failure to obtain proper authorization for international travel may result in disciplinary action and may affect eligibility for insurance coverage and participation in sanctioned events.

#### **SECTION 5: RETENTION OF TRAVEL RECORDS**

NSS shall adopt procedures that comply with its local and/or state regulations regarding the retention of Notification to Travel and Guest Player/Player Loan forms, and related information for insurance, risk management, or corporate records retention purposes.

#### **SECTION 6: ENFORCEMENT AND PENALTIES**

Failure by teams, players, coaches, or other participants to comply with the policies of Nebraska State Soccer may result in disciplinary action.

Disciplinary actions may include, but are not limited to, fines, suspensions, denial of travel approval, or denial of future tournament sanctioning, as determined by NSS in accordance with its disciplinary policies.

#### **SECTION 7: EXCLUSIONS**

This policy does not apply to teams participating in the US Youth Soccer National Championships Series or the US Youth Soccer ODP National Championships (including qualifying games held at the Regional level).

This policy does not apply to teams participating in a league-sanctioned by one or more State Associations, a Region, or US Youth Soccer in which teams from multiple states participate and travel from one State Association to another for regularly scheduled league matches.

State Associations within USYS Midwest Region may or may not require Notification to Travel to be presented at tournaments or league play. Coaches or Team Managers must fill out the Notification to Travel, print it off and take to the event if required.