$\star\star\star2016$ -2017 Regional Assessment Program Application $\star\star\star$

Please forward the completed application to your Area Director by July 1, 2017





Pas	erage per player fee: st Regional Assessment Program Av	Number of Players:		
	st Regional Assessment Program Av			
Cu				
	rrently applying for (Choose one):	□ Platinum □ Gold	│ □ Silver □ Bronze	
	The Regional Board Members list	ed below have examined th	nis application and its attachments and	d to the best of their
			represents the status of the Region	
es	Position:	Printed Name:	Signature:	Date:
ature	Regional Commissioner			
ign	Regional Registrar Regional Treasurer			
ed	Regional Safety Director			
Required Signatures	Regional Coach Administrator			
Re	Regional Referee Administrator			
	This Sac	tion to he completed by the	Area Director and Section Director	
	<u>11113 Sec</u>	tion to be completed by the F	wed Director and Section Director	
	Approved Award Leve	el: 🗆 Platinum 🗆 Gold	□ Silver □ Bronze □ Honorable M	ention
	Area Director Signature:		Date:	
	Area Director verified ac	curacy of RAP Comme	ents:	
	Area Directo	r, please forward RAP to th	e Section Director by August 1, 2017	
	Section Director Signatur	e:	Date:	
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Regional Assessment Program (RAP)

Point Methodology and Award Level Grading

Assessment Program Point Value Methodology

	Degree of Difficulty	Importance	Total Point Value possible
All items = 1 pt	Labor intensive = 1 pt additional	Must do = 2 pts Should do = 1 pt	4
All Training courses = 1 pts	Labor intensive = 1 pt additional	Must do = 2 pts Should do = 1 pt	4

Earned Points:			
Administration Category	pg. 5	Points Earned:	/115_
Coach Category	pg. 8	Points Earned:	<u>/ 65</u>
Referee Category	pg.10	Points Earned:	<u>/ 65</u>
Finance Category	pg.11	Points Earned:	/ 35
Secondary/Community Category	pg.12	Points Earned:	/ 35
	Plus	Points Earned: s Bonus Points: Points:	/315 / 6
Grading Scale			
289 – 321 points 257 – 288 points 225 – 256 points 193 – 224 points	Platinum Level Gold Level Silver Level Bronze Level	80% - 89% 70% - 79%	



followed.

Regional Assessment Program **Total Points** Available ND/SD Use Region Points Administration 1 Regional Commissioner or delegate attended at least one Area meeting or Area conference call that was offered during the past year. Date: 2 (Regional Commissioner job description). <u>All</u> required Regional Board positions, as listed below, were filled and each member received discipline specific 2 training: (Bylaws Section 1.04; Standard Regional Guidelines Article 6.1, Safe Haven 9.1) 1 point for each position filled, 2 points for each position trained RC Training at AYSOU Cert. date Reg. Referee Admin. Cert. date 21 Reg. Treasurer Cert. date Reg. Coach Admin. Cert. date Reg. Registrar Reg. Safety Director Cert. date _____ Cert. date Reg. Child and Volunteer Protection Advocate Cert. date Lookup>Region>Regional Board ... click on each Volunteer's name to verify Certifications/Training UAYS 6 3 Regional Commissioner completed: (Regional Commissioner position description) (Check all that apply) RC and Board Orientation by AD Cert. date _____ **3 points** 9 Introductory Management/Regional Management Cert. date _____ **3 points** Dispute Resolution and Due Process/Dispute Resolution prior to 2014 Cert. date Lookup > Region > Regional Board ... click on each RC's name to verify Certifications/Training & Dates MAYSO AYSO philosophies were publicized and promoted in the community. (Bylaws Section 1.04.) List examples: 4 2 All Regional Board Volunteers have AYSO's Safe Haven® Certification. 5 3 points Regional Board Volunteers (beyond #2 above) have attended discipline specific training. 1-3 points available 50-75% = 1 point 75-95% = 2 points 95% and above = 3 points 6 (Standard Regional Policies and Protocols Article 4.D) Lookup>Region > Regional Board ...click on each Volunteer's name to verify Certifications/Training 0AYS 6 6 All Regional Board Volunteers have received the most current Safe Haven® approved job descriptions. 1 (Standard Regional Policies and Protocols Article 4.D) 7 Standard Regional Policies and Protocols and/or any customized Regional Addendums were reviewed/updated/adopted, signed by RC, AD and SD, and submitted to the National Office and made available to the entire Region and/or were distributed upon request. Date Submitted ____ 3 Lookup>Region>Regional Board>Verify Policies Date 8 Region had Board Member nominations (open to everyone) and elections this year (or as appropriate). 1 (Standard Regional Policies and Protocols Article 4.B) 9 Region has nominations for Regional Commissioner at least every three years and nominations are open to all who are interested in accordance with the process stated in the Policies and Protocols. 1 (Standard Regional Policies and Protocols Article 4.B) 10 All administrators and coaches are volunteers - none are paid. (National Policy Statement 2.5) If the Region pays any Independent Contractors for services, an AYSO template contract has been properly executed by the National Executive Director and signed and the "1099 Program" is being 1

11	All volunteers registered using an eSigned eAYSO online form and were processed by the Region prior to the volunteer starting their position. (Bylaw Section 1.04 (c); National Policy Statement 3.7) # of coaches # of referees # other volunteers (3 points per category) (Lookup >Region >Statistics Enter Counts	9	
12	Regional Information Form (RIF) updated in eAYSO upon any changes to the Regional Board. (Regional Commissioner position description; Treasurer Manual) Lookup >Region >Regional Board Verify RIF Dates	3	
13	Region publicized registration dates and made every effort to accommodate all players interested in registering. Describe :	3	
14	All players are registered using an eSigned eAYSO online form or an AYSO Player Registration Form. (Policy Statements Article 3.7) Region >Player Registration Verify all players are being registered via eAYSO	3	
15	Region abides by all AYSO Rules & Regulations, Bylaws and Policy Statements. (Bylaws 1.04(a); Standard Regional Policies and Protocols Article 4.A.)	2	
16	Regional Board meetings and agendas were publicized and open to all the Region's participants prior to the meetings. (Standard Regional Policies and Protocols Article 6.C.) Describe:	1	
17	Regional Board meeting minutes are prepared, kept available for review. (Standard Regional Policies and Protocols Article 6.C.) (Check all that apply - points earned for any) Distributed to Area Director Available to the Region's participants upon request	1	
18	Region provides uniforms in keeping with AYSO Rules & Regulations.	2	
19	AYSO trademarks are used properly. (Policy Statements Article 1.1)	1	
20	 The Soccer Accident Insurance Program (SAI) was administered in a manner consistent with current procedures. (Bylaw Section 1.04 (o)) Secures necessary permits and where required, certificates of liability for all practice and playing fields. SAI brochures are provided to all parents/guardians upon registration and/or posted online. All preliminary and final Soccer Accident Insurance (SAI) claim forms were submitted to AYSO's insurance carrier within 90 days of injury as necessary. (Bylaw 1.04(o)) 	1	
21	Goals are properly anchored, safety stickers in place; nets are secured and safely fastened. Explain how goal post safety is covered with every volunteer and player. (<i>Policy Statement 2.10</i>)	3	
22	Procedures for team formation and balancing were publicized and followed. (Bylaw Section 1.04(d; Standard Regional Policies and Protocols Article 7.B.2.))	1	
23	Region implemented the Kids Zone® program to promote a fun, fair, safe soccer environment.	3	
24	Procedures are established and published for utilizing a waiting list.	1	
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25	Regional calendar is established and distributed before the start of the season.	3	
26	Region has a volunteer recruitment program in place. Describe:	2	
27	Area Director was invited to at least one Regional Board meeting/call during the year.	1	
28	Regional goals and objectives were discussed, decided upon and distributed to all Regional Board and staff.	2	
29	Retained player registration at same level as previous year.	1	
30	Internal growth goal set for player registrations for the year. (Points earned if goal is met or exceeded, must be a positive number > 0. Growth goal:% Region met this goal Region exceeded this goal. Actual Growth: %	3	
31	Region sent representatives to the Section EXPO and/or Road Show to receive additional training in their discipline. (1 point per person up to 4.) How many?(Check all that apply - Points earned for sending participants to any events above) Treasurer	4	
32	Parent/player handbook distributed to the Regional participants before the start of the season (hard or soft copy), and posted to the website.	1	
33	Regional website created and updated periodically to keep parents and volunteers better informed of the activities in the Region. URL:	2	
34	Region participated in Inter-Regional play with other Regions in the Area, if available.	1	
35	Small-sided games were utilized: (Check all that apply) U-5 U-6 U-8 U-10 U-12 D 1 point per box checked.	5	
36	The Region HAS NOT distributed its mailing list. (Policy Statements Article One 1.2)	1	
37	Region has, at a minimum, one trained, certified and active Regional Management Instructor who is certified to instruct AYSO's Safe Haven® Certification for Regional Board Positions. Name your most active instructor:	4	
38	Region holds live registration events (face-to-face) for at least one registration.	3	
39	Region's refund policy is established and posted on the Region's website. (Standard Regional Policies and Protocols)	1	

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TOTAL POINTS AVAILABLE = 115

Total Points Earned: _____



Regional Assessment Program Coach

4	FOUNDED 1964	Total Point Available	Region	AD/SD Use Only
1	Regional Coach Administrator completed: 3 points per box checked			
	Introductory Management/Regional Management Cert. date 3 points Dispute Resolution and Due Process/Dispute Resolution prior to 2014 Cert. date 3 points	6		
CAYS	Lookup>Region > Regional Boardthen click on Regional Coach Administrator's name to verify Certifications/Training & Dates.			
2	All U-06 Coaches are trained and certified: How many U-06 teams in your Region: (Rules and Regulations Section E.2 (a))	4		
CATE OF	Reports>Team: select Division = U06/report Type = Non-Tournament Rosters/Report Format = pdf. (Verify that all team coaches have minimum of U6 Coach Certification an AYSO's Safe Haven®) Enter number of U-06 Teams.	4		
3	All U-08 Coaches are trained and certified: How many U-08 teams in your Region: (Rules and Regulations Section E.2 (a))	4		
CAYSO	Reports>Team: select Division = U08/Report Type = Non-Tournament Rosters/ Report Format = pdf. (Verify that all team coaches have minimum of U-08 Coach Certification and AYSO's Safe Haven®) Enter Number of U-08 Teams.	4		
4	All U10 Coaches are trained and certified: How many U10 teams in your Region: (Rules and Regulations Section E.2 (a))			
CAYSO	Reports>Team: select Division = U-10/Report Type = Non-Tournament Rosters/ Report Format = pdf. (Verify that all team coaches have minimum of U-10 Coach Certification and AYSO's Safe Haven ®) Enter Number of U-10 Teams.	4		
5	All U12 Coaches are trained and certified: How many U12 teams in your Region: (Rules and Regulations Section E.2 (a))	4		
€AY5Φ	Reports>Team :select Division = U12/Report Type = Non-Tournament Rosters/ Report Format = pdf. (Verify that all team coaches have minim m of U-12 Coach Certification and AYSO's Safe Haven®) Enter Number of U-12 Teams.	4		
6	All U14 Coaches are trained and certified: How many U14 teams in your Region: (Rules and Regulations Section E.2 (a))	4		
eays &	Reports>Team: select Division = U-14/Report Type = Non-Tournament Rosters/ Report Format = pdf. (Verify that all team coaches have minimum of U-14 Coach Certification and AYSO's Safe Haven®) Enter Number of U-14 Teams	4		
7	Coach volunteers attend an annual orientation/meeting prior to the start of the season where Safe Haven Protocols and safety procedures are reviewed.	2		

8	AYSO trained and certified instructors were used at all courses. Provide instructor names:		
		4	
	Region>Instructor>Rosters: enter Region # and date range of the RAP evaluation, Coach Discipline then		
	click 'Search' This provides the list of courses and their instructors for your Regionif all courses taught in		
	your Region had an eAYSO generated roster then the instructors are certified.		
9	Number of coaches completing or upgrading to:		
	Intermediate Coach 3 points		
	Advanced Coach 3 points	6	
10	All rosters were managed/returned within 30 days from date of course via eAYSO.		
	Region>Instructor>Rosters: enter Region # and date range of the RAP evaluation, Coach discipline then		
(ATSO	Click 'Search'. Verify that all courses for the data range have been returned or cancelled. Rosters can be	3	
	selected and viewed by clicking 'Manage Roster' to verify 'returned date'.		
11	Regional Coach Administrator has filled the Regional Coach Trainer position. (Points if different than RCA)		
	Name the Regional Coach Trainer:	2	
	Name the Regional Coath Trainer.	_	
(1750)	Lookup>Region > Regional Board to verify Regional Coach Trainer position is filled		
12	Region has, at a minimum, one trained, certified and active Regional Coach Instructor who is certified to		
	instruct AYSO's Safe Haven® Certification for U-6, U-8, U-10 and U-12 coaches.		
	Name your most active instructor:	4	
	Donoutes Valuntoon Contifications, Calast Instructon/Cafa Haven/LUVY Conch. /ndf	-	
eAYS 6	Reports>Volunteer Certifications: Select Instructor/Safe Haven/UXX Coach /pdf Region>Instructor>Rosters: enter Region # and date range of the RAP evaluation, then click 'Search'		
	regions instructors rosters, effect neglorist and date range of the first established search		
13	Region budgeted for coaches wishing to attend: coach course/coach instructor		
	course/EXPO/Super Camp/National Coaching Course during the year.	2	
14	Coach courses held in the Region and rosters returned in eAYSO: (4 pts each)		
	U-6 Coach Courses: U-8 Coach Courses:		
	0 0 coden codiscs	16	
	U-10 Coach Courses: U-12 Coach Courses:	16	
	0-10 Coacii Coui ses		
DAYSO	Region>Instructor>Rosters: enter Region # and date range of the RAP evaluation, Coach discipline then		
	click 'Search'.		

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TOTAL POINTS AVAILABLE = 65

Total Points Earned:



Regional Assessment Program Referee

	FOUNDED 196th	Total Point Available	Region	AD/SD Use
1	AYSO Edition of the FIFA Laws of the Game and AYSO Guidance for Referees, Coaches, Other Volunteers and Parents were provided to every new referee.	1		
2	Referee volunteers attended an annual orientation/meeting prior to the start of the season.	1		
3 (AY54)	AYSO trained and certified instructors were used at all courses. (National Referee Program Manual) Region>Instructor>Rosters: enter Region # and date range of the RAP evaluation, Referee Discipline then click 'Search'. This provides the list of courses and their instructors for your Regionif all courses taught in your	4		
4	Region had an eAYSO roster then the instructors are certified. Region utilizes the diagonal system of control (one referee and two assistant referees) or when less than three referees are available for a game, only one referee is on the field, assisted by a qualified AR and/or by a club lineperson on the touchlines. (Only system approved by FIFA and followed by AYSO) Percentage of games covered by three neutral officials (National Referee Program Manual)	2		
5	Regional Referee Administrator completed: Introductory Management/Regional Management Cert. date 3 points Dispute Resolution and Due Process/Dispute Resolution prior to 2014 Cert. date 3 points (Reference Book 14:13-14:14) Lookup > Region Regional Board then click on Regional Referee Administrator's name to verify	6		
6	All rosters were managed/returned within 30 days from date of course via eAYSO. (National Referee Program Manual, Pg. 32) Region>Instructor>Rosters: enter Region # and date range of the RAP evaluation, Referee discipline then click 'Search'. Verify that all courses for the data range have been returned or cancelled. Rosters can be selected and viewed by clicking 'Manage Roster' to verify 'returned date'.	3		
7	Regional Referee Administrator has filled the following staff positions: Regional Director of Referee Assessment Name: Regional Director of Referee Instruction Name: Referee Assignor/Scheduler Name: 1 points (RRA Job Description) Lookup > Regional Board to verify Director of Referee Assessment/Director of Referee Instruction position is filled	5		

8	Region budgeted for referees wishing to attend a referee instructor course/referee assessor course/EXPO/Super Camp or Road Show during the year. Reports>Vol Certifications select your Region, referee discipline, and all volunteer certifications in Excel format. Then sort by Membership Year (MY) and you can see by the Certification Date when they took their most recent referee related course.	3	
9	Referee courses held in the Region and rosters returned in:		
	U-8 Referee Course Date: 4 points Asst. Referee Course Date: 4 points		
QAYS &	BASIC Referee Courses Dates: 4 points each up to two Region>Instructor>Rosters: enter Region # and date range of the RAP evaluation, Coach discipline then click 'Search'.	16	
10	Number of referees completing or upgrading to: Intermediate Referee 3 points Advanced Referee 3 points National Referee 4 points (Reference Book 11:1-11:3)	10	
11	Region has, at a minimum, one trained, certified and active Regional Referee Instructor who is certified to instruct AYSO's Safe Haven® Certification for referees.		
	Name your most active instructor:	4	
12	Region implemented a Player-Referee Organization Program (PRO, a.k.a. youth referees).		
	Describe:	3	
	(Developing and Maintaining A Youth Referee Program Manual)		
13	Region implemented a formal mentoring program for referees. (National Referee Program Manual)	4	
14	Referee Assignor has completed the Referee Assignor-Scheduler Webinar	3	

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TOTAL POINTS AVAILABLE = 65

Total Points Earned:



Regional Assessment Program Finance

1	FOUNDED 196th	Total Points Available	Region Points	AD/SD Use Only
1 (ATS#)	Payments for all player registration fee invoices, along with other invoices due to the National Office, were received at the National Office no later than 30 days following the invoice date. (Bylaw Section 1.04 (M); Treasurer Manual) Region >Treasurer >Statements & Reports (AR) Verify random Accounts Receivable (AR) Statements that nothing is over 30 days outstanding for the previous MY.	4		
2	Funds were budgeted for and Regional Commissioner attended the following meetings: (Regional Commissioner Position description) (Points only for meetings actually attended). RC Training within 1 year of appointment Most recent AYSO EXPO Points National Annual General Meeting (NAGM) Points* *If the RC could not attend, another Board Member attended or proxy form was submitted.	6		
3 WAYS®	Operating budget for the Region was submitted to the National Office by June 1st prior to the beginning of the fiscal year and copied to the Area Director. (Bylaw 1.04 (M); Treasurer Manual) Region >Treasurer >Statements & Reports (Budget) Verify Budget date is for current Fiscal Year (FY)	3		
4	Financial guidelines, as established by the Treasurer's Manual, Standard Regional Policies and Protocols and Bylaws, are administered properly within the Region.	2		
5	Operating budget was made available to volunteers and parents for their information via: (Bylaw Section 1.04,I; Policy Statement 3.2) (Check all that apply)	2		
6	Posted or distributed (via newsletter) in the Region Posted on-lineOther: All Regional accounts utilize the National Accounting Program (NAP). This includes all funds; tournament fund-raising, team fund-raising, etc. which are accounted for by the Treasurer within NAP. (Bylaw Section 1.04, M;	4		
7	Region participated in NAP online. Region >Treasurer >Statements & Reports (Bank) All Region 's bank and savings accounts must be listed.	3		
8	All Regional accounts are audited by someone other than the authorized account signatories on an annual basis with a copy of the report being sent to the Area Director. (Treasurer Manual)	2		
9	Regional Auditor position filled and the volunteer has attended AYSO Auditor and Treasurer training. Regional Auditor name:	3		
10	Regional Treasurer completed the following training: 2 points per box checked AYSO's Safe Haven® Cert date Auditor Cert date Introductory Management/Regional Management Cert date Lookup>Region > Regional Board click on Treasurer's name to verify Certifications/Training and Dates	6		

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TOTAL POINTS AVAILABLE = 35
Total Points Earned: _____

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Regional Assessment Program

	Secondary Programs and			-
	Community Outreach	Total Points Available	Region Points	AD/SD Use Only
1	Region offers the Schoolyard (U-05) program consistent with the Schoolyard (U-05) Program Manual. (AYSO National Rules & Regulations I E.2.a and I.H.1)	3		
2	Region has an active VIP (Very Important Player) Program for players with physical and mental disabilities or has players that participate in an Area VIP program. (AYSO Reference Book, Chapter 13)	3		
DAYSO	Lookup>Region > Regional Board Verify VIP = Yes			
3	VIP program is featured on the Regional registration flyer with contact information.	1		
4	There are more players registered in the VIP division than last year.	2		
5	Region has an active U-16 - U19 program or has players that participate in an Area-run program for these age groups. (AYSO National Rules & Regulations I E.2)	3		
CAYSO	Reports>Team: Select Division = U-16 and/or U-19/Report Type = Team Summary/Report Format = pdf			
6	Region has teams in an approved EXTRA program or has players that participate in an approved Area-run EXTRA program. (AYSO Reference Book, Chapter13)	3		
CAYS 6	Reports>Team: Select Programs = EXTRA/Report Type = Team Summary/Report Format = pdf			
7	Region has active tournament or other secondary play, or players actively participate in an Area-run or Section run tournament or secondary play opportunity. Tournament teams National Games teams 1 point total for each box checked.	5		
	Select teams Other Secondary Play, for example Spring Select			
8	Secondary programs, if any were operating, were self-funded and did not utilize Region general funds and followed Policy Statement 2.2, having separate written guidelines citing player selection and funds usage. (AYSO National Policy Statement 2.2)	1		
9	Region provided assistance to new, disadvantaged or "sister" AYSO Regions. Describe:	2		
10	Region has a Sportsmanship program in place. (Attach sample documents as appropriate) Describe:	3		
11	Region has a volunteer recognition program in place. (Attach sample documents as appropriate) Describe:	3		
12	List any significant enhancements or unique programs that your Region offers to its participants. Please attach examples and supporting documentation. Describe :	3		
13	Region has a community relations program in place. Attach supporting documentation. Describe:	3		

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TOTAL POINTS AVAILABLE = 35
Total Points Earned: _____



Regional Assessment Program

Sponsorship Bonus

	FOUNDED 1964	Total Points Available	Region Points	AD/SD Use Only
	BONUS POINTS:			
1	National Sponsors are actively supported by the Region. 2 points each			
	☐ Uniforms purchased from SCORE			
	Region used AYSO Soccer Camps	6		
	Region purchased from Sports Pins International			
	These points are added on to the point total and are not included in the total points available count. You will not lose points by not participating in this section.			

TOTAL BONUS POINTS AVAILABLE = 6