

**2016**

**North West Georgia Youth Football League**

# **CONSTITUTION BY-LAWS PLAYING RULES**

**[www.nwgyfl.org](http://www.nwgyfl.org)**

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NWGYFL 2015 Constitution By-laws Playing Rules

03/20/2016

# North West Georgia Youth Football League

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# **North West Georgia Youth Football League**

## **CONSTITUTION**

### **ARTICLE I – NAME**

The organization shall be known as “North West Georgia Youth Football League”.  
(Hereafter referred to as “NWGYFL”)

### **ARTICLE II – OBJECTIVE**

The purpose of this League is to provide a recreational football program with major emphasis upon fun and enjoyment for children interested in playing and learning the skills of football. The program will always promote safety-first play by encouraging only programs with strict control over age, weight, equipment and proper behavior for participants, adults, coaches, and spectators. Major emphasis of this League is to:

- Provide children an opportunity for fun and enjoyment through a football program.
- Teach children football skills and techniques.
- Practice good sportsmanship and physical fitness.

NWGYFL assumes no responsibility for the cheerleading program. This activity is a function that is to be controlled entirely by the Member Association’s Board of Directors.

NWGYFL assumes no responsibility for preseason jamborees, post season games played after the Super Bowl or games against teams from other conferences regardless of when played. Those activities are a function to be controlled entirely by the Member Association’s Board of Directors.

### **ARTICLE III – STANDING POLICIES**

NWGYFL officers, sponsors, coaches, managers, referees, or any other supervisory personnel are not responsible for injuries to persons participating; players, coaches, cheerleaders, managers, officials, parents and spectators participate at their own risk

1. NWGYFL shall be Incorporated as a Not-For-Profit Georgia Corporation
  - a. CEO shall be the duly elected Commission Chairman
  - b. CFO shall be the duly elected Commission Treasurer
  - c. Secretary shall be the duly elected Commission Secretary
  - d. Registered Agent shall be the duly elected Commission Secretary
2. NWGYFL shall obtain and maintain Directors and Officers (D & O) Insurance, so as to cover the Commission, the Coordinators and the League Members.
3. NWGYFL shall have a Fiscal Year beginning on January 1<sup>st</sup> and ending on December 31<sup>st</sup>.
4. NWGYFL shall obtain and maintain a web site

### **ARTICLE IV– GOVERNING BODY**

The Governing Body of the North West Georgia Youth Football League shall consist of the Associations which have come together to form North West Georgia Youth Football League, a Board of Directors, and Conference Coordinators.

# North West Georgia Youth Football League

The Associations hereinafter referred to as the “League”, “League Member” or “Representative”.

- Each League Member shall be allowed two representatives in attendance at all League meetings, but shall have only one (1) voice and one (1) vote in all matters of business for NWGYFL.

The Board of Directors herein referred to as the “Commission”.

- The Members of the Commission shall be elected by the League.

The Conference Coordinators hereinafter referred to as “Coordinators”

- The Coordinators shall be elected by the League.

## **The Commission shall be made up of the following;**

1. Chairman
2. Vice Chairman
3. Secretary
4. Treasurer
5. Information Director

## **Elections**

1. Election of the Commission Members shall be held on the second Sunday in February
2. All nominations shall be made from the floor, by members of the League.
3. Vacated positions shall be filled by a Special Meeting of the League
4. Any Commission Member may be recalled by a 2/3 vote of the League Members as described herein.
5. Any member running for the position of the Chairman of the NWGYFL must successfully complete 1 full year of service in the capacity of the Commission, Coordinator or League Member Representative before they may be considered for or elected as the Chairman of NWGYFL.

## **Voting**

1. Each Member of the League, in Good Standing shall have 1 (one) vote on the Business of the League.
  - a. A Member in Good standing shall be defined as one who is not on Probation, as stated in this document and is current with all dues, fines and monies owed the League.
2. The Commission Chairman may have 1 (one) vote to make or break a tie in the Business of the League.
  - a. No other Commission Member or Coordinator shall have a vote in the Business of the League
3. The vote required for Election to the Commission or a Coordinator shall be 50% plus one of the Members of the League in Good Standing, provided a quorum is present.
4. The vote required for a change to the Constitution, By-Laws and/or Playing Rules of NWGYFL, after December 31<sup>st</sup> but prior to May 1<sup>st</sup> shall be 2/3 of the Members of the League in Good Standing, provided a quorum is present and a thirty (30) day notice has been presented to ALL League Members, the Commission and Coordinators.
5. The vote required for a change to the Constitution, By-Laws and/or Playing Rules of NWGYFL, after May 1<sup>st</sup> through December 31<sup>st</sup> shall be 3/4 of the Members in Good Standing, provided a quorum is present, and a 30 day Notice has been presented to ALL League Members, the Commission and Coordinators.
6. The vote required to change the Constitution, By-Laws and/or Playing Rules of NWGYFL, after May 1<sup>st</sup> shall be 100% of all League Members, in Good Standing, in the event any such change is necessary and 5 above cannot be applied.
7. The vote required by League Members to call a Special Meeting of NWGYFL shall be 50% plus one of ALL League Members Only. The Commission Chairman shall not have a vote in this instance.
8. The vote required for New Members to be accepted into NWGYFL as probationary members shall be 2/3 of the Members of the League in Good Standing, provided a quorum is present.
9. The vote required for New Members to become a full (voting member) of NWGYFL shall be 3/4 of the Members of the League in Good Standing, provided a quorum is present.
10. The vote required to suspend any individual from NWGYFL related activities shall be 3/4 of the Members of the League in Good Standing, provided a quorum is present, unless superseded herein by these By-Laws.

# North West Georgia Youth Football League

11. The vote required to Suspend, place on Probation and/or Remove a League Member from NWGYFL shall be 2/3 of the Members of the League in Good Standing, provided a quorum is present.
12. The vote to overturn a Suspended, Dismissed or Background Check issue on a Coach or Individual from NWGYFL shall be 3/4 of the Members of the League in Good Standing, provided a quorum is present.
13. E-mail voting, for Specific Topics only by the Commission and/ or League Members shall be permitted.
14. E-mail voting shall NOT be allowed as a replacement for Meeting attendance.
15. Such e-mail vote shall be sent to "All" Commission Members, Coordinators and Representative. All reply votes shall be sent in a manner determined by the League. The vote window shall close 48 hours after the time stamp on the initial call for a vote.

## Quorum

1. A quorum shall be defined as 50% plus 1 (one) of the League Members, to conduct Business of the League.
2. A quorum shall be defined as 50% plus 1 (one) of the Commission, to hold a Commission Meeting.

## Funds

1. The League Members shall set all Membership Fees, Team Fees and Fines for NWGYFL.
2. The League Membership shall review the Annual Audit from the Commission Treasurer at the February Meeting of the Combined League and Commission.
3. The Funds needed to operate NWGYFL shall come from the participation of League Members.
4. The funds and any others raised through the operation of NWGYFL shall be disbursed only for the operation of the NWGYFL.
5. At the time specified for determining Membership for the current year, any funds more than \$10,000.00 (ten thousand dollars) owned by NWGYFL shall be distributed to the League Members based on the Number of teams that were part of the NWGYFL, the previous year.
6. The Commission shall have the authority to spend up to \$500.00 (five hundred dollars) for expenses that are not part of the normal operations of NWGYFL. But said expenses shall be reported to the League Members in a timely fashion.
7. Should any League Member cease to be a Member of NWGYFL, their portion of Funds in the NWGYFL account, shall be forfeited and remain in the NWGYFL Account.
8. Should NWGYFL cease to exist or be dissolved, all Funds shall be divided amongst the League Members in the following manner;
  - a. Each League Member shall receive evenly up to \$1,000.00.
  - b. Any Monies left shall be divided based on the number of Teams that each League Member entered for play in NWGYFL the previous Season

## Amendments

The Constitution, By-Laws and Playing Rules may be amended as defined in Voting 4, 5 & 6 above.

## ARTICLE V – DUTIES

Commission shall perform the duties of their elected positions of Chairman, Vice Chairman, Treasurer, Secretary and Information Director. No additional authority is implied unless where assigned within the Constitution and Bylaws.

# **North West Georgia Youth Football League**

## **Commission Duties**

1. The Commission shall be responsible for day to day operation of the League
2. The Commission shall be responsible for guidance of the League with regards to growth opportunities and shall make recommendations to the League for such, with the ultimate decision being made by the League.
3. The Commission may not suspend a Program/Association, unless superseded herein.
4. The Commission may not suspend a Coach, Participant or Spectator for more than the balance of the season, without approval of the League as stated under Voting, unless superseded herein.
5. The Commission may not fine an Association, Coach, Participant or Spectator for more than \$500.00 without approval of the League as stated under Voting.
6. The Commission may not place a Coach on Probation for longer than the current season, without approval of the League as stated under Voting.
7. The Commission may not change, modify or act inconsistently with the Constitution or the By-Laws or the Playing Rules.
8. The Commission may NOT represent an Association at any called or special meeting of the League, nor vote on behalf of any Association on the business of the League.

## **Chairman**

1. Shall be the presiding officer at all Meetings.
2. Shall appoint Committees, Special Sub-Committees and members thereof, as needed.
3. Shall be responsible for inter-league communications.
4. Shall be responsible for league publicity.
5. Accepts and investigates all applications for new membership and reports such to the Commission and the League within a timely fashion, but no longer than 30 days after receiving such.
6. In the event of an emergency of any nature involving actual or suspected misconduct or regarding any property or moral integrity of members, the Chairman shall have and is hereby empowered with the authority to act on his/her own initiative to secure the assistance of the local or municipal county, state and federal law enforcement agencies, including the execution of affidavits in support of criminal warrants, to protect property and moral integrity in compliance with the intents and purposes of the league in Article II hereof. In such an event a Meeting of the League shall be called within 24 hours at which time the Chairman shall make the League aware of such actions and why such was necessary.
7. Shall be the exclusive point of contact for all Media and Press related items. The Chairman may choose or permit in writing a onetime alternative contact.
8. Shall not serve as President of his or hers Association while serving as Chairman of NWGYFL.
9. Shall be allowed to assign duties as needed.

## **Vice Chairman**

1. Shall be responsible for Super Bowl activities.
2. Shall carry out any or all other duties as designated by the Chairman.
3. Shall work with the Information Director developing the schedule for the year.
4. Shall request at the February meeting suggestions on footballs to be used in the upcoming season.
5. Shall present to the League Members at the March meeting a list of footballs approved for use in the upcoming season at each age group. The Vice Chairman will see that the list is posted on the league website.

## **Treasurer**

1. Shall open a General Fund Checking Account and/or a Money Market Account in the name of NWGYFL at a FDIC Insured Bank.
2. All bills and other obligations of NWGYFL shall be paid by check.

# North West Georgia Youth Football League

3. Shall prepare an Annual Audit and make the same available for review at the Combined League and Commission Meeting in February. As well as recommendations on whether to disperse these Funds back to the League members or retain these Funds in the NWGYFL Account.
4. Shall give recommendations as to how much of the NWGYFL Funds should be held over for operating expenses from the previous Season to the next.
5. The Treasurer may write checks for up to \$1000.00. A second signature by the Chairman or Vice Chairman will be required for checks over \$1000.00
6. Any expenditure less than or equal to \$999 shall be agreed upon by a simple majority of the Commissioners. Any expenditure \$1,000 or more shall be approved by a majority vote of the League Representatives.

## Secretary

1. Records all Meetings.
2. Must submit written minutes of all meetings to the Chairman and/or Vice Chairman and shall post said Minutes on the NWGYFL website within 1 week of the Meeting.
3. As the Registered Agent shall assure that the annual corporate return and filing fees are filed and paid no later than April 1, of each year.
4. Secure and maintain all records and documents pertaining to the NWGYFL, Inc.
5. Shall coordinate the Annual Banquet.

## Information Director

1. Responsible for all Website Development and Support
2. Shall coordinate the Certification Process with the Chairman and Vice Chairman
3. Shall make the league schedule with the advice of the Scheduling Committee
4. Shall communicate Scores, Ejections, Temporary Jersey Changes and Medical Removals no later than 48 hours after the scheduled event to the League and the Commission
5. Shall, prior to December 31, provide an archived copy of the NWGYFL database to the League Secretary.

## League Member Representative

1. Shall be the person charged by their Association to represent their Association and/or Park (aka Park President, Football Director, Director of Football Operations, etc.)
2. Shall be the voice of said Association and/or Park
3. Shall cast the vote for said Association and/or Park with regards to the matters of business brought before NWGYFL in accordance with ARTICLE IV – GOVERNING BODY, contained herein, this document. (A Commission member may NOT cast any vote on behalf of their Association.)

## Coordinators

1. Shall be the advocate for all Teams and Associations to the Commission
2. Shall be a representative of the Commission at any and all League games to ensure that the NWGYFL Constitution, By-Laws and Playing Rules are being upheld
3. There shall be no limit to the number of Coordinators elected.



# North West Georgia Youth Football League

## BY-LAWS

*Roberts Rules of Order (Revised Edition) shall govern the proceedings of all meetings  
Except where it conflicts with these By-Laws of NWGYFL*

### LEAGUE DUTIES & RESPONSIBILITIES

1. League Members shall be responsible for enforcing, at all times, the NWGYFL Constitution, By-laws and Playing Rules.
2. League Members shall keep their participants up to date and informed as to the on goings, Meeting Dates, Locations and Times, News, Updates, Elections, Constitution and By-Laws changes of NWGYFL.
3. League Members shall submit a "Certificate of Liability Insurance" naming NWGYFL as "Additionally Insured" for \$1,000,000.00 (one million dollars) the day prior to the first scheduled day of practice. Practices may not commence for a League Member who has not submitted the required Certificate. This copy shall provide coverage from the first day of practice through the entire season including any NWGYFL play-off games of the current year and may be emailed or faxed to the Commission Secretary. Failure to submit the Certificate to the Secretary prior to the first day of scheduled practice shall result in a \$50.00 (fifty dollar) fine.
4. League Members shall provide written proof of field availability. Letters of agreement must be on the letterhead of the property rights holder before the first day of practice.
5. League Members shall encourage usage of the NWGYFL website by their members so as to keep all their Board Members, Coaches and Parents informed on the matters of NWGYFL.
6. League Members shall submit a copy of their League Members "Heat Policy", the day prior to first day of practice. The policy may be e-mailed or faxed to the Commission Secretary. League Members shall notify its participants of its Heat Policy at the time of registration. Failure to submit the policy in a timely manner shall result in a \$50.00 (fifty dollar) fine.
7. League Members shall provide a Secured Weight Room in a permanent structure, unless approved in advance by the Chairman. A weight room shall not be in a trailer or in the back of a truck
8. Commission members and Coordinators may conduct weigh-ins, at any NWGYFL event.
9. League Members shall provide a Weigh in Representative 60 minutes prior to scheduled game time, which shall be available for 45 minutes. Failure to do so shall result in a \$50.00 (fifty dollar) fine.
10. League Members shall, for each Saturday game, report by 7:00pm each Sunday and for each Tuesday game report by 7:00 pm each Wednesday the scores, injuries as defined in item 2 of INJURED PLAYERS, ejection's and temporary number changes of all home games to League Information Director. Failure by a League Member to comply Reporting of Scores shall result in a \$50.00 (fifty dollar) Fine.
11. League Members shall maintain a current copy of the NWGYFL Constitution, By-Laws and Playing Rules in the weigh-in area.
12. League Members shall be responsible for maintaining proper conduct of all participants (players, parents, spectators, etc.) throughout the season.
13. League Members shall send a game report to the Chairman by 7PM on MONDAY evening describing the circumstances surrounding any ejected player, coach or spectator.

# **North West Georgia Youth Football League**

## **MEETINGS**

### **ATTENDANCE and AGENDA**

1. NWGYFL Meetings shall not violate Federal, State or Local Laws as they pertain to meetings of privately held Not for Profit Corporations.
2. NWGYFL Meetings shall be attended by Commission Members, Coordinators and League Member Representatives.
3. The Meeting Agenda shall be created by the Chairman and must contain the minimum items as listed in the Constitution, By-Laws and/or Playing Rules. Any other issues which a League Member, Commission Member or Coordinator may wish to have placed on the Agenda shall be communicated verbally, in writing or by e-mail to the Chairman in advance of the meeting.
4. Any individual wishing to be in attendance at a meeting of NWGYFL, who is neither a League Member Representative, Commission Member or Coordinator, may attend the meeting as a Guest of a League Member, Commission Member or Coordinator.
5. Said Guests shall be made known to the Chairman, prior to the start of the Meeting, so they may be properly recognized during the Meeting. Further, if said Guest has an issue to be brought before NWGYFL, said issue should be in writing or e-mail to the Chairman seven (7) days in advance of the Meeting. Otherwise the issue shall be voiced through the Host of the Guest, unless otherwise recognized by the Chairman.
6. Any League Member who does not have at least one representative in attendance at a meeting shall be fined \$100.00 (One-hundred dollars). A Commission member may NOT represent any League Member in this instance.
7. Any League Member who does not have at least one representative in attendance at the roll call representing the beginning of the meeting, but arrives after the completion of the roll call shall be fined \$50.00 (fifty dollars). A League Member shall not be liable both for this fine and the fine described immediately above in item 6 of this Section. A Commission member may NOT represent any League Member in this instance.

### **2<sup>ND</sup> Sunday in February – Combined League and Commission Meeting**

1. Reading of the Minutes from the previous Meeting of the League
2. Reading of the Treasurer's Report
3. Review of the previous Season.
4. League Members may vote to remove a fellow League Member from NWGYFL or place said Member on probation for another Year.
5. League Members may review a coach's probation and or dismissal and make amendments to those actions
6. Review of New League Members from the previous year
7. Vote on New League Members as Full Members or adding of another year's probation period
8. Receiving of Proposed Constitutional Amendments, By-laws and Playing Rule changes from League Members
9. Receive Applications for New Membership into the League
10. Each League Member must declare their participation, colors and mascot-nickname for the upcoming season, failure to do so shall result in a \$500.00 fine. A Commission member may NOT represent any League Member in this instance.
11. Old Business
12. New Business
13. Election of the New Commission

# North West Georgia Youth Football League

## **3<sup>rd</sup> Sunday in March – Combined League and Commission Meeting**

1. Reading of the Minutes from the previous Meeting of the League
2. Reading of the Treasurer's Report
3. League Members shall provide a copy of their League Member's By-Laws and Board of Directors contact information. These may be e-mailed or faxed to the Commission Secretary in advance of this Meeting. Failure to provide such by this meeting shall result in a Fine of \$25.00 (twenty five dollars).
4. League Members who did not declare to participate in NWGYFL at the February Meeting for the upcoming Season and fail to do so at this meeting shall be removed from NWGYFL
5. Vote on any Proposed Constitutional Amendments. By-law and Playing Rule changes from the February Meeting. A Commission member may NOT represent any League Member in this instance.
6. Vote on the acceptance of any New League Members
7. Old Business
8. New Business

## **Last Sunday in July – Combined League and Commission Meeting**

1. Reading of the Minutes from the previous Meeting
2. Reading of the Treasurer's Report
3. Review Constitution and By-Laws.
4. Review Playing Rules
5. Old Business
6. New Business

## **2<sup>nd</sup> Sunday in August – Combined League and Commission Meeting      DI Head Coaches or their Representative Shall Attend this Meeting**

1. Reading of the Minutes from the previous Meeting
2. Reading of the Treasurer's Report
3. League Members shall declare their total number of teams, which will participate in the Competitive or D1 Division for the upcoming Season, including age groups and advise of any age groups where it will NOT field a Competitive or D1 Division team.
4. League Members shall provide D1 Coach's information including name, address, phone number and e-mail address in the NWGYFL Data Base.
5. A list of the completed background checks, which conform to the requirements of NWGYFL as described in **BACKGROUNDS CHECKS** of these By-Laws, for D1 coaches shall be signed and dated by the League Member Representative and presented to the Secretary.
6. Any D1 coaches added after the submission of the original list, shall be submitted to the League Secretary on a supplemental list signed and dated by the League Member Representative
7. Team Rosters for the Competitive or D1 Division shall be certified by the head coach.
8. League Members that fail to certify a complete team (minimum of thirteen (13) certified players and one (1) certified coach) for a Competitive or D1 team as required for each age group will result in a one hundred dollar (\$100) fine.

# North West Georgia Youth Football League

## **3rd Sunday in August– Combined League and Commission Meeting      DII Head Coaches or their Representative Shall Attend this Meeting**

1. Reading of the Minutes from the previous Meeting
2. Reading of the Treasurer's Report
3. League Members shall declare their total number of teams, which will participate in the Instructional or DII Division for the upcoming Season, including age groups
4. League Members shall provide DII Coach's information including name, address, phone number and email address in the NWGYFL Data Base.
5. A list of the completed background checks, which conform to the requirements of NWGYFL as described in **BACKGROUNDS CHECKS** of these By-Laws, for DII coaches shall be signed and dated by the League Member Representative and presented to the Secretary.
6. Any DII coaches added after the submission of the original list, shall be submitted to the League Secretary on a supplemental list signed and dated by the League Member Representative
7. Team Rosters for the Instructional or DII Division shall be certified by the head coach.  
League Members that have declared an Instructional or DII team in a particular age division and fail to certify a complete team (minimum of thirteen (13) certified players and one (1) certified coach) for this Instructional or DII age group will result in a one hundred dollar (\$100) fine

## **Special Called Meetings**

1. The Chairman may call for a Special Meeting of NWGYFL as deemed necessary and/or in the best interest of NWGYFL.
2. The League Members may call for a Special Meeting of NWGYFL by;
  - a. Requesting such of the Chairman
  - b. Conducting a vote of all League Members, said vote shall be 50% plus one to hold a Meeting and may be accomplished by e-mail.
3. Should a Special Meeting be called, by either case above, the Chairman will;
  - a. Set a Meeting Date within seven (7) days
  - b. Make all League Members, Commissioners and Coordinators aware of the reason for such
  - c. The Meeting Agenda Shall be for the Specific Topic ONLY

## **Super Bowl**

1. Shall be attended by all League Members, Commission Members and Coordinators
2. League Members not in attendance shall be fined \$100.00 (one hundred dollars). A Commission member may NOT represent any League Member in this instance.
3. Assigned workers for each League Member who are not in attendance during their entire work shift shall be fined \$100.00 (one hundred dollars) each.

## **MEMBERSHIP**

### **Qualification for League Membership in NWGYFL**

1. League Members shall enter five (5) teams amongst seven (7) separate age groups, between the ages of 5 and 11/12. A League Member may unilaterally declare participation in four (4) separate Division I age groups within the required five (5) team membership.
  - a. Such declaration must be made before D1 certification
  - b. If any Association falls below the required minimum of five (5) teams for participation for a 2<sup>nd</sup> year, that Association shall be placed on a one (1) year probation.

# North West Georgia Youth Football League

2. Any team entered into a DII Division without at DI team in that age group, that team will be ineligible for playoffs or Super Bowl participation.
  - a. Exception: In the 11/12 year old age group, a League Member may enter a Division II team without a team in Division I. This Division II team will retain their eligibility for post-season play in the 11/12 year old age group only.
3. League Members shall not be a member of any other youth football organization that involves interlocking schedules. The existence of an “in-house” league where multiple teams from the same park play only each other shall not be considered a violation of this provision.
4. League Members shall not be a member of any other youth football program.
5. League Members are permitted to field additional teams that are heavier and older than league weights and ages. However, no child shall be permitted to play for said team that is eligible for NWGYFL teams.
6. League Members shall abide by the Constitution and By-Laws of NWGYFL.
7. League Members shall register every child and enter all teams and players into NWGYFL that meets eligibility requirements as set forth in the NWGYFL By-Laws.
8. League Members shall not be allowed to form a subsidiary Association or form another Association to avoid putting all players and teams into the NWGYFL.
9. League Members shall assign players to Competitive or Instructional Division Teams based on each Individual League Member’s internal rules and shall notify parents in writing as to the League Member’s policy on assigning players to Competitive or Instructional Division Teams. This may be as simple as “Coaches, chosen by the League Member’s Board of Directors shall determine the makeup of their teams”.
10. League Members shall have a place to play and practice without infringing on a League Member’s field recognized by the NWGYFL.
11. Membership split from a League Member shall not be eligible to use the League Member’s field without prior approval of the league.

## Qualification for Team Memberships

1. Teams must be representative of the League Member.
2. Prior to October 15 at 23:59:59 Eastern Time of each year, each League Member shall deposit in the NWGYFL treasury \$125.00 (one hundred twenty five dollars) per Competitive Division team and \$125.00 (one hundred twenty five dollars) per Instructional Division team. Failure will cause immediate forfeiture of the League Members right to have any teams participate in the playoffs.

## New League Membership

1. Application deadline for New League Members shall be the third Sunday in March.
2. New League Members may be voted in to NWGYFL no later than the third Sunday in March.
3. A fee of \$1000.00 must be submitted with the application for membership, should the Application be rejected, the \$1000.00 shall be returned to the Applicant.
4. New League Members shall provide NWGYFL with a copy of their Constitution and By-Laws.
5. New League Members shall provide NWGYFL with contractual written proof of field availability. Letters of agreement must be on letterhead of the property rights holder.
6. All New League Member s accepted into the NWGYFL will serve a probation period of at least one year. 7. At the end of the probationary period, and at the February meeting of the NWGYFL, the New League Member s conduct will be reviewed.
7. If no problem exists with the New League Member, the League Members may vote the New League Member into NWGYFL as a Full League Member.
8. If the New League Member has caused problems during the probationary period, the League Members may vote to hold said League Member on probation for another year period or may vote the League Member out of NWGYFL completely.

# North West Georgia Youth Football League

## BOUNDARIES

There shall be no team boundaries from which teams shall draw players. It is recommended, however, that League Member's use players from local communities in order to create community spirit and prevent hardship on parents in transporting players a long distance.

## COACHES

1. NWGYFL recommends, but does not require, coaches complete an accredited coaching skills class.
2. All Coaches must have their name, address and at least one working telephone number listed in the NWGYFL database to be certified.
3. During the season, ALL coaches should maintain a current address or working phone number in the NWGYFL database. If it is discovered that a coach does not, a warning will be given to the League Member to rectify the situation. Failure to correct the inaccurate information prior to the next scheduled game will result in a fine of twenty-five dollars (\$25) to the League member.
4. At any time, before or during the season the Commission may recommend that the League Members Suspend and/or Dismiss any individual from coaching or having any coaching related activities with NWGYFL
5. While under Suspension and or Dismissal, a coach may not attend practice
6. If the coach is the sole guardian of a player, the coach may, for emergency purposes only, remain in their automobile during practice at the practice site and not in view of the practice.
7. On game day during a suspension, a suspended coach may be allowed to be in the team's stands, but may not have contact with the team at any time. This includes before, during, or after the game. If the coach has additional responsibilities at the park (such as President, Vice President, Weight Commissioner, etc.) said coach may perform their duties as long as they do not include anything to do with that coach's teams. (Example: Cannot be weight commissioner or present during his team's weigh in, cannot make any decisions regarding playing of game due to weather or other issues, cannot announce the game, etc.)
8. No person shall coach with NWGYFL that is currently under suspension from coaching in any other league.
9. A coach who moves between parks without a permanent change in residence shall not be allowed to coach the same team at the moved to park from the previous season unless the President representing the moved from Association provides a release to said coach. Such release will not be unreasonably withheld. Any appeal of the moved from Association's decision would be submitted to the Chairman for his review and decision. In the way of example, a coach from the 7YO team in 2000 shall not change parks and coach an 8YO team at any moved to park in 2001

## COACHES CONDUCT

1. Should coaches display conduct unbecoming or detrimental to the NWGYFL, Inc. the head official shall first warn the head coach that should this conduct continue, there may be an un-sportsmanlike penalty called and/or the coach may be ejected and/or the game may be forfeited.
2. Any coach who is ejected from a game shall immediately leave the park and any sight of the playing field for no less than twenty-four (24) hours from ejection, and shall be suspended from the next regular season game. Said coach will not be allowed to participate in any practices during his suspension. If the same coach is removed because of misconduct at a game for a second time, said coach will be suspended for the remainder of the year. Further suspension of said coach shall be decided by the League Members after recommendations from the Commission Members.
3. Any coach who is involved in a physical confrontation with any other person at a game will be suspended for one (1) calendar year.
4. A head coach has the right to question an official's interpretation of the rules, provided he/she does it immediately and before the next official play. The coach can call time-out to question said officials. If the coach is correct in that the official has misinterpreted the rule, the time-out shall be charged as an official's time-out. When the questioned interpretation is brought to the attention of the official, it is mandatory that

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he/she confer with the other officials. If they conclude that the decision was correct, the game continues. The decision made at the time is final and cannot later be contested.

5. Any coach who is removed from a game that is the coach's last game of the season (Regular Season, Play Off, and Super Bowl) may coach during preseason practice, but may not participate with any NWGYFL, Inc. team the week prior to the first Saturday of League Scheduled games for the upcoming season, nor coach their team during the first game of the upcoming season.
6. No coach shall act in an unsportsmanlike manner (including, but not limited to taunting, intimidation or threats), at any time while at a location hosting a NWGYFL Inc. game.
7. Any head coach who has eleven healthy players available to participate in a game but refuses to complete said game shall be suspended for one (1) week and fined \$100 unless the Chairman finds that the refusal to complete the game was supported by reasonable player safety standards.
8. Any coach heard using profanity at an NWGYFL, Inc. sanctioned event by a NWGYFL, Inc. Commission Member or an Official will be immediately ejected from the game and must be removed from the park. NWGYFL, Inc. reserves the right to consider further disciplinary action up to and including permanent removal from NWGYFL, Inc.
9. After a show of good sportsmanship by shaking hands at the completion of a game, each team shall leave the field of play immediately and move to a point behind the 10 foot physical barrier and not in close proximity to any other team. For fields surrounded by a track, teams may meet behind the end zone on the track and not in close proximity to the other team. The penalty for failure to move to a point behind the 10 foot physical barrier shall be fifty-dollars (\$50) assessed against the offending team's head coach.
10. At the discretion of NWGYFL, Inc. any coach may be removed or suspended at anytime for any behavior that does not meet the ethical standards of fair play including Article II of the Constitution.

## BACKGROUND CHECKS

1. NWGYFL requires a **NATIONAL** Background Check of any adult over the age of eighteen (18), considered a coach, team mom, play counter or any other person on the sidelines during an NWGYFL sanctioned game that is not a member of the officiating crew and not a member of the "chain crew" or "stickmen".
2. League Members, Commission Members and Coordinators shall all have and pass a NATIONAL Background Checks.
3. Each League Member shall provide a Background Check Report signed by the League Member or Park they represent, to include each coach and/or any other individual who would be on the sideline. This shall include, but not be limited to, convictions both inside and outside the State of Georgia, for the following, within the last 10 years:
  - a. Any crimes against children.
  - b. Any Felony Conviction involving violence.
  - c. Any Felony Drug Convictions
  - d. Any Felony Assault Convictions
  - e. Any Felony Battery Convictions
  - f. Any Pending charges described in "a" through "e"
4. The items listed in "a. through f." above shall immediately disqualify a person from coaching or sideline participation at all NWGYFL events.
5. If at any time, from the August Meetings of the Combined League and Commission, when Background Check Reports are turned in to the Commission Secretary, to the day after the Super Bowl a League Member, Commission Member or Coordinator is made aware of a just cause to "question" an individual's Background Check, they shall bring such immediately to the Commission Chairman.

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6. If the Commission Chairman finds justification in the “question” as to an individual’s Background Check, the Chairman, or his designate, shall review the report submitted by the League Member Representative to confirm that the League Member represented that a background check was performed. Subsequent to that review, the Chairman shall contact the League Member Representative with the Commission’s findings. If the coach in question disputes or wishes to appeal the Commission’s findings, a meeting shall be called within 72 hours and will include the League Member Representative, the affected coach and the Commission (Chairman, Vice-Chairman, Information Director, Secretary and Treasurer).
7. If the Commission determines that a League Member has an individual working with the players whose criminal Background Check does not pass the items as listed in “a. through f.” above the League Member and the League Member they represent shall IMMEDIATELY be placed on Level 3 Probation. In the event of such action being taken, the Commission shall notify ALL League Members and call for a meeting of the Combined Commission and League Members within 7 days for review by the League. At which time further action may be taken by the League Members as they may feel appropriate within the confines of the NWGYFL Constitution.
8. Any person who fails the criminal Background Check listed above may appeal to their League Member and ask for the Commission to review their information. This shall happen prior to the August Meetings of the Combined League Members and Commission. Upon review the Commission may recommend that the issue is brought before the Combined Meeting of the League Members and Commission in August for a vote to allow an exception.

## REGISTRATION

1. League Members must notify the League Secretary, in writing, of registration dates, times, places, and amount of registration, the earlier of two (2) weeks prior to the first registration date or two prior to the start of on-line registration. Each League Member shall also provide the League Secretary with a blank updated registration form which depicts the Indemnity and Release Provisions of their registration form. League Members may create any registration fee structure they desire provided it is at least \$100 (one-hundred dollars) and it is presented to the League Secretary two weeks prior to the first registration of the new season. Registration fees may not be raised after the League Member has provided their initial notification to the League Secretary. Failure to provide this information or attempt to increase registration fees may result in a \$100.00 fine.
2. A League Member may close their registration for any age group at any time based on the needs of the park. Upon the decision to close an age group, the Commission shall be notified by receipt of the completed roster stating the player’s names and birthdates within 48 hours of closure. Upon receipt of this notice, no additional players will be allowed to be added to said roster and upon certification, only identified players on submitted list will be certified.
- 3.

## PARENTAL CONSENT

1. It shall be the responsibility of each League Member to secure the written consent of a player’s parents or legal guardian prior to a player participating in the League competition. It shall be assumed that parental consent has been obtained on all players that a League Member certifies on the official roster.
2. Each League Member shall have an “extent of liability” statement on the registration application form (whether in writing or electronic) used.
3. Each League Member shall encourage a medical physical for all players before the first practice.

## PLAYER ELIGIBILITY AND CONDUCT

1. Any participant who is on any other organized football team shall be ineligible to play in the NWGYFL, Inc. Penalty: Players found guilty of this rule shall cause their team to forfeit all games in which they participate.
2. Players who drop out of any conference other than the NWGYFL, Inc. prior to the Wednesday preceding the 4th week of scheduled games for the current season will be eligible to play with any NWGYFL, Inc. team.

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3. New Players:
  - a. No player shall be certified to a roster after the Wednesday preceding the 4th week of scheduled games for the current season.
4. An NWGYFL, Inc. League Member shall use only eligible players (that is, players who, where approved by the Commission, were certified by the Wednesday before the 4th week of scheduled games for the current season, who weigh-in successfully in accordance with these By-Laws and are listed on the Head Coaches roster form). Any team found to have used an ineligible player shall automatically forfeit all games in which such ineligible player participated. Second and subsequent offenses shall be dealt with under the penalty for By-Law infractions set forth in these By-Laws.
5. Player transfers:
  - a. A player registered with a League Member shall not be permitted to move to another League Member after the first scheduled League game each season unless their official residence has changed.
  - b. Once a team has been drafted and a player placed on a roster, said player is eligible to play only on one team and with one League Member during the season, except with the consent of the Commission, provided said player has a written release from the appropriate head coach and League Member Representative. In the event the head coach refuses a player, the League Member Representative or the Commission may override the head coach's decision and release said player.
  - c. If player has returned all property belonging to releasing League Member and has paid any monies due the releasing League Member, the release of said player must be given to the League Member Representative to whom the player wishes to be released. The League Member Representative receiving the release will place said player on a team in accordance with the NWGYFL, Inc. Constitution & By-Laws.
  - d. After the annual certification of teams has taken place, League Members may close registration for any team, even though such team may not have a full roster of players 35 (thirty-five) registered.
  - e. League Members may not close registration for any weight division prior to the annual certification of teams, unless such weight division has reached a maximum for two (2) teams. Such maximum being forty-eight (48) players.
  - f. League Members must advise the Chairman in writing of any action to close registration within forty-eight (48) hours of such decision. Once registration has been closed, it may not be re-opened without a one hundred (100) percent vote of the League Members approving such action.
6. Any player, coach, League Member Representative or League Member found to have misrepresented or attempted to misrepresent, any records and is found guilty of such misconduct before the Commission shall be suspended from the league for no less than one (1) year and may be fined by the Commission.
7. Unsportsmanlike Conduct: Any player who displays unsportsmanlike conduct may be put out of the game and will not be allowed to play in his next scheduled game during the current NWGYFL, Inc. season ending with the Super Bowl.
  - a. It will be the duty of the head coach to report to the League Member Representative within forty-eight (48) hours of any player and/or coach ejected from a game. It will then be the duty of the League Member Representative to notify the Chairman of the player and/or coach put out of the game. The League Member Representative must furnish to the Chairman the name of the coach or the player and his jersey number.
  - b. If the same player is removed from a second game because of misconduct, he shall be dismissed from any further participation in the NWGYFL Inc. and will be suspended from any other association with the team for the remainder of the current season. Further

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suspension of said player shall be decided by the League Members after recommendations from the Commission Members.

8. Under no circumstance will a player not certified on a roster be allowed to play in a scheduled league game.
9. Any player heard using profanity at an NWGYFL, Inc. sanctioned event by a NWGYFL, Inc. Commission Member or an Official will be immediately ejected from the game and must be removed from the park. In the event a parent or guardian is not available to remove the player from the park a League Member Board Member will be assigned to remain with the player away from the field of play until a parent or guardian removes the player from the park.
10. Any player suspended by the league maybe allowed to participate with the team during practice sessions, subject to the League Member's decision. On game day the player must stay behind the crowd control barrier at all times.

## MINIMUM PARTICIPATION

1. Each football player on a roster who has not missed any practice during the prior week and is not injured or under discipline by the head coach or League Member Representative shall play a minimum of eight (8) plays for a Competitive Division game or twelve (12) plays for an Instructional Division game. 5 Year Old Instructional Division players shall participate in a minimum of 8 plays per game. Each League Member shall inform their membership of this provision, in writing, upon registration of players. **Each coach must also report at weigh-in, prior to said game, any player that will not meet minimum play requirements due to the above mentioned circumstances.**
2. The Commission may investigate violations of this provision at any time based on personal knowledge of a violation or from a complaint filed with the Chairman within seventy-two (72) hours of the completion of the game in question. The Commission may at anytime assign persons to individual games to ensure that the Minimum Participation rules are met for any given league scheduled game. Individuals assigned to games shall make their presence and purpose known to the Home League Member Representative and head coach of the team assigned to count. The individual counting plays for the Chairman is not responsible for informing a head coach of their counts during a game. Head coaches or other assistant coaches may ask the individual for updates during the game.
3. If a League Member is found guilty of violating this rule, said League Member shall forfeit the game and said League Member shall be fined One-hundred (\$100) dollars. The head coach shall be suspended for no less than one (1) game nor any more than three (3) games. If this occurs in the last game of the season, the suspension will carry into the first game or more of the following season.
4. For Competitive and Instructional Divisions:
  - Any play from scrimmage, including kickoffs, extra points and punts will be considered a play in the 9 year old, 10 year old or 11 & 12 year old age groups.
  - Any play from scrimmage, including kickoffs and extra points will be considered a play in the 5 year olds, 6 year olds, 7 year olds, 8 year old age groups.
  - In the 5 year olds, 6 year olds, 7 year olds, 8 year old age groups only the center and punter will receive credit for plays on punts. Any play blown dead by the referee for a DEAD BALL FOUL (i.e. delay of game) will not be considered a play.
5. NWGYFL, Inc. will furnish each League Member with "Minimum Participation Rule" signs to be displayed at the host League Member's playing field. The fine for not prominently displaying the sign shall be \$100 per week. Each League Member is responsible for replacing lost or damaged signs.
6. Any member of the Commission may, at their own discretion, attend individual games to ensure that the Minimum Participation rules are met for any league-scheduled game.

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7. Each head coach shall be required to retain their completed Minimum Participation Sheet for each game. Failure to retain their sheet or failure to provide a copy during a game shall result in a \$25.00 (twenty-five dollar) fine.
8. If a player becomes injured or becomes ill anytime after the completion of weigh-ins, the player shall not be required to achieve the minimum number of plays. However, the head coach of the player shall immediately report the player's status to the game referee, the opposing head coach and any individual counting plays for the Conference. If not reported to the game referee, the opposing head coach and any individual counting plays for the Conference, the player shall be required to play the minimum number of plays.

## **INJURED PLAYERS**

1. When a player is injured and an official time out is required to check the injury, said player shall be removed from the game for at least one play.
2. Any player who is knocked unconscious or when, in the judgment of the referee, a player's health or safety is in jeopardy, said player shall be taken out of the game and shall not be allowed to return to practice without a doctor's approval. Under no circumstances will the player who was knocked unconscious, or removed from the field by medical personnel, be allowed to participate in any practice or game until the Chairman has received the doctor's approval of the players condition stating that said player is fully recovered and that he can participate in the football program.
3. Any coach or League Member violating this rule shall be fined \$100.00 per offense and will forfeit any games in which the player has participated. If the violation is considered flagrant the penalty may include suspension up to a lifetime ban.

## **CONDUCT OF SPECTATORS - INCLUDING PARENTS**

1. All persons other than players, coaches or adults as provided in item "B" of the Coaching Personnel Section of the Playing Rules shall remain behind a crowd-restraining barrier. However, parents may form a tunnel near the end of the of the field or other field entrance-exit point for players to run through before the game. After the players have run through the tunnel, parents must immediately return outside the crowd-restraining barrier. Any parent/spectator that fails to return or remain behind the crowd-restraining barrier, the Association will be assessed a \$50.00 fine.
2. Should spectators, including parents, and persons using a public address system to the game, display conduct unbecoming or detrimental to the NWGYFL, Inc., the head official shall have the responsibility of giving the head coach a first warning that, should this conduct continue, the team whose spectator's conduct is in question will be penalized by forfeiture of the game. An official time-out shall be called for the affected coach to discuss this ruling with his team's spectator(s). Should such spectator(s) not be associated with the team in question, the affected head coach should notify the head official. The head official shall request from the home and/or host League Member to have such spectator(s) removed from the premises, by the local police authorities if necessary. Additional warning by the official of spectator(s) misconduct may result in forfeiture of the game. All such conduct must be reported by the Home League Member Representative to the Chairman, within forty-eight (48) hours.
3. Any Parent heard using profanity at an NWGYFL, Inc. sanctioned event by a NWGYFL, Inc. Commission Member or an Official will be immediately ejected from the game and must be removed from the park. NWGFYL, Inc. reserves the right to consider further disciplinary action up to and including permanent removal from NWGYFL, Inc.

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## HOME LEAGUE MEMBER – HOST LEAGUE MEMBER

1. The Home League Member shall act as host of all games and shall be responsible for the following:
  - a. Preparing and marking the field.
  - b. Providing field marking and other officiating equipment (line markers must be soft pliable plastic).
  - c. Providing balance type or other approved scales in a secured and enclosed permanent structure unless approved in advance by the Chair. A weigh in room shall not be in a trailer or a truck.
  - d. Each League Member shall have a sticker affixed to their scale showing the date their scale was certified prior to their first home game. The sticker must include company contact information and be signed or initialed by the certifying company's representative.
  - e. Providing other necessary arrangements for the convenience of the game, including restroom facilities.
  - f. The League Member Representative of the host League Member shall determine whether a game shall be postponed due to weather conditions. The host League Member Representative shall contact both head coaches, the Chairman (or his representative) and officials, if possible, two (2) hours prior to the game time should the game be postponed due to weather conditions.
  - g. The host League Member must provide a stopwatch.
  - h. Chains will be kept on the home team sidelines.
  - i. The League Member Representative of the host League Member for each Saturday game must report by 7:00 pm each Sunday, and for each Tuesday game report by 7:00 pm each Wednesday the scores, ejection's, temporary number changes and Injuries (as defined in Item 2 of INJURED PLAYERS, by-laws) for all home games to the League Information Director. (Failure to report as above will result in a fifty (\$50) dollar fine)
  - j. Collect any gate donations.
  - k. Unless other arrangements are made, paying the referees.
2. The home team has the choice of jersey color, provided the home team contacts the visiting team one (1) week prior to the game. A team is required to wear jerseys of the same color with a similar design. Shades of a color are acceptable as necessary – but different colors (i.e. red and white) shall not be worn by the same team in the same game. After this time the visitor has the choice.
  - a. The head referee may require the home team to wear mesh practice vests if they determine that the two teams are wearing the same jersey color and the home team failed to contact the visitors at least one week prior to the game.
3. Each home team where the Host League Member has an available Public Address system shall make the following announcement prior to the start of each game: **“Today’s NWGYFL, Inc. football game is for the entertainment and enjoyment of all spectators and athletic participants. Spectators and players will be expected to observe rules of good sportsmanship and common courtesy. Verbal taunting, inappropriate gestures and use of profanity will not be tolerated. Thank you for your cooperation, and we hope you enjoy the game.”** The Penalty for failure to make the announcement shall be twenty-five dollars (\$25) per game.
4. A League Member must notify NWGYFL, Inc. within 24 hours of any Coach, Player, Parent or Spectator removed from their Park and shall send a game report to the Chairman by 7PM on MONDAY evening (Friday evening for Wednesday games) describing the circumstances surrounding any ejected player, coach or spectator.
5. If the Host League Member desires, it may charge five dollars (\$5) per adult admission and one dollar (\$1) for students at regular season. During playoff games the Host League Member may charge seven dollars (\$7) per adult admission and one-dollar (\$1) for students. Super Bowl gate fees will be collected as follows, ten dollars (\$10) per adult admission and one dollar (\$1) for students, children 4 and under are free .
6. Any League Member that takes any action against a parent, player, coach or spectator that results in legally barring the parent, player, coach or spectator from a particular League Member, will have the effect of barring the parent, player, coach or spectator from all League Members and any venue the League is using for an NWGYFL, Inc. function. The parent, player, coach or spectator may appeal the barring through methods

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prescribed by the Federal, State, County, City or Municipality the League Member used in the barring of the parent, player, coach or spectator.

7. All Music or mix cd's must be approved by the Host League Member Representative prior to being played over the public address system.

## NWGYFL GAME SCHEDULE

1. The first regular season game for Competitive League teams shall be the last Saturday in August.
2. The first regular season game for the Instructional League teams shall be the first Saturday of September.
3. Should games be scheduled on nights prior to school days, they shall begin no later than 7:30pm.
4. There will be no games played after the last Saturday in November.
5. Wherever possible, League Members whose team had a majority of Competitive Division team's home games in one year will not have a majority of home games the next year.
6. The NWGYFL, Inc. will make every effort to ensure that teams from the same weight division of a single League member will not play each other during the regular season.
7. The NYGYFL, Inc. will schedule all teams in the league at least four home games at their home facility and ensure that each League Member has at least one (1) Saturday with all teams at home to accommodate homecoming. In the event that a League Member has more teams than can be played at home on one day, the league will schedule all teams at home over two consecutive weekends to accommodate homecoming.
8. After the Chairman releases the schedule, no changes shall be made to the starting time of any scheduled league game without approval of:
  - a. The Home and Host League Member Representative
  - b. The Home Team Head Coach
  - c. The Visiting League Member Representative
  - d. The Visiting team Head Coach
  - e. The Head of the Referees
  - f. The Chairman with advice from the Head of the Schedule Committee.
9. Any of the persons listed in a-f may, without fear of retribution, not agree with the schedule change. Requests must come from a League Member Representative, and the contacting of the people on the list "a- f" must come from the League Member wishing to make the change. No request for change shall be completed after 8:00 PM Tuesday the week of the game.
10. After the Chairman releases the schedule and the Scheduling Committee or the Information Director notices any obvious errors in the schedule, or errors are brought to the attention of either the Information Director or the Scheduling Committee, these error may be fixed and:
  - a. If the change is 14 days or more prior to the game, an email will be sent to the affected League Member Representatives and Coaches. Any written appeal of the change must be made to the Chairman within 72 hours of the email.
  - b. If the change is less than 10 days from the game, email and a text messages shall be made to the League Member Representative and the Head Coaches.
11. Failure to have an accurate email or phone number within the NWGYFL, Inc. system may not be used to appeal the change.
12. Any team from any Association which fails to complete all regular season, playoff or consolation games will be fined \$500.00. This provision will prevail over any other provisions in the By-laws or Playing Rules.
13. In the event that weather or other factors cause field closures outside of the decision making process of the NWGYFL Commission, the NWGYFL shall cancel all games on any date where more than 50% of scheduled games are unable to be played due to field closures by state, county, or city officials. All cancelled games for that date will be made up in accordance to the recommendations presented to the league by the Commission.

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## PLAYOFFS

1. Upon completion of the regular season schedule, all teams within a Division, regardless of Regional assignment will be ranked in order of their win loss record.
  - a. In the event of an uneven number of games, the team with the higher winning percentage, regardless of “byes” will be the higher seeded team.
  - b. All undefeated teams within one division shall be considered equal, since their winning percentage is 1.000.
2. In the cases of ties while ranking the teams for playoff seeding, tie breakers to determine seeding in the playoffs are as follows:
  - a. Overall winning percentage, regardless of byes.
  - b. Head to head results.
  - c. Record vs. common opponents.
  - d. Overall winning percentage of all opponents played.
  - e. Coin Toss.
3. Tiebreakers to determine whether a team participates in the Competitive Division Playoffs or in the Instructional Division Playoffs will be determined by mini-games played under the rules of the NWGYFL with the following exceptions on the first Tuesday following the last weekend of the regular season:
  - a. Mini-games will consist of teams playing two (2) 7:00 minute halves with standard timing rules in effect.
  - b. Ages 7 and older will play on a 100 yard field. Ages 5 and 6 will play on an 80 yard field.
  - c. A coin toss will determine the order of play. The team winning the toss will have the option of taking the ball first or deferring their option to have the ball first to the start of the 2<sup>nd</sup> half.
  - d. The game will begin in accordance with the kicking rules appropriate for the age group participating.
  - e. There will be a two minute intermission between the two halves.
  - f. Teams will switch ends of the field for the start of the 2<sup>nd</sup> half.
  - g. The 2<sup>nd</sup> half will begin in accordance with the kicking rules appropriate for the age group participating.
  - h. Each team will be given two (2) timeouts in the first 7:00 minute half and one (1) timeout in the second 7:00 minute half. Any unused timeouts from the first half may be carried over to the 2<sup>nd</sup> half.
  - i. Each player on a Competitive Division team will be required to participate in a minimum of three plays during the entire mini-game.
  - j. Each player on an Instructional Division team will be required to participate in a minimum of five plays during the entire mini-game.
  - k. At the end of the two halves of play the teams are tied in score, the following penetration rule will apply.
    1. Penetration rule will be applied as follows:
      - i. Each team will have one offensive possession of the ball starting at mid-field.
      - ii. Standard down and distance rules will apply. Teams will have four downs to achieve 10 yards to earn a first down. Failure to achieve 10 yards in four down will result in the offensive team losing possession of the ball.
      - iii. The drive will continue until the offensive team fails to achieve a first down or scores a touchdown.
      - iv. At the point where the offense loses possession of the ball, the officials will mark the deepest point of penetration attained by the offense.
        1. Distance of a punt shall not count as penetration. If a team elects to punt in the Penetration period, their deepest point of penetration will be marked as the location of the ball prior to the snap on the down on which they punted.

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- v. At the conclusion of the first teams' offensive drive, either through scoring a touchdown or through a turnover on downs, the second team shall gain possession of the ball at the mid field point going in the same direction as the first team.
- vi. The second team will continue their drive as long as they can continue to gain first downs or scores a touchdown.
- vii. The winning team shall be the team which has penetrated to the deepest point on the field.
- viii. If after one penetration period, the score remains tied or the teams have penetrated the exact same amount, a second Penetration Period shall be played in this same format.
- ix. Game will continue until the Penetration Period ends with one team ahead on the scoreboard, or penetrates deeper than the other team.
- x. No additional minimum playing time requirements will be added during the Penetration Period, regardless of the number of Penetration Periods played.

## FORFEITS

1. Where forfeits are acknowledged by both teams prior to the game in situations such as failure to have a roster, not enough players, etc. the game will be declared as a forfeit by the team to which such situation applies. The team that forfeits will take a loss and the other team will get a win. The game may be played upon agreement by both head coaches and the home team's President and will be declared at the start of the game as a "Paid Officiated Practice Game" with only regulation play and no overtime allowed. The forfeit fee, as described under Fees & Fines, will be upheld and paid by team which forfeited.
2. Any head coach who has eleven healthy players available to participate in a game but refuses to complete said game shall be suspended for one (1) week and fined \$100 unless the Chairman finds that the refusal to complete the game was supported by reasonable player safety standards.
3. The forfeiting team shall pay the forfeit fee and shall be responsible to reimburse the cost of officials' fees (including booking fees) whether a "Paid Officiated Practice Game" was conducted or not." Any team which refuses to complete a game shall be considered to have forfeited the game. The team shall be assessed the \$25 forfeit fee and, if the visiting team, shall be fined the equivalent of the officials' fees (including booking fees) irrespective of how much time remained when the game was forfeited.
4. Any team forfeiting over three (3) games will be terminated
5. Any game that has completed and forfeited (such as for Minimum Participation violation) will not be subject to the reimbursement for officials' fees, but is subject to the forfeiture fine of twenty five dollars (\$25).

## PRE-SEASON JAMBOREES - POST-SEASON BOWL GAMES OR GAMES AGAINST OTHER CONFERENCES

The NWGYFL, Inc. shall not be held liable for any participation of any League Member in preseason Jamborees, post Super Bowl games or in any game not scheduled by the NWGYFL including games played against teams from other Conferences during the season.

## FEES

1. The booking fee (cost of booking the officials) must be paid within thirty (30) days of notification each year, or by the Super Bowl. If all booking fees are not paid by the end of the Super Bowl Meeting, the League will pay the booking fee and will assess the League Member a \$500 fine, plus booking fees. Repayment of the fees and fine to the League must be completed prior to the start of the February meeting, and the League Member will be on probation for the upcoming season. Failure of repayment is automatic removal from the League.
2. A League Member having a team forfeit a game must pay a forfeiture fee by the following Thursday night. Such fee may be given to the Chairman, Vice-Chairman, Secretary, or Treasurer. The forfeiting team shall be responsible to pay the officiating fees whether a game was conducted as a "Paid Officiated Practice Game" or

# North West Georgia Youth Football League

not. The Chairman and Treasurer will assure that the Hosting League Member shall be reimbursed for all officiating fees incurred in the event a "Paid Officiated Practice Game" is conducted or not. The Forfeiture Fee shall be computed as follows: Fee for on-field referees plus Fee for the Clock Operator plus Booking Fees for the crew members plus a fine of twenty-five dollars (\$25).

If for a legitimate reason (as determined by the Commission) a team cannot make a game, the League Member Representative shall notify the Chairman or his designate by 4 pm the Wednesday before the game time.

Failure to do so will cost the forfeiting team a forfeit fee, as mentioned in item 2 above.

4. No League Member will be allowed to certify teams in the upcoming season if any forfeit, booking, or any other league fees or moneys are past due. Such League Member is automatically removed from the NWGYFL, Inc. if all fees are not paid by the third Sunday in March.
5. All League fines shall be paid to the Treasurer within 30 days of assessment, with the following exception;
  - a. All league fines must be paid to the League Treasurer prior to 11:59pm on the Wednesday before playoff games start.
6. All League fees must be paid to the League Treasurer prior to 11:59 PM on October 15
7. If a League Member fails to pay fees or fines, it must forfeit its next game and the next team will be in the playoffs if the regular season is over.
8. All Fines during the Playoffs shall be paid by Wednesday, prior to the next Playoff game in order to continue in the Playoffs.

## SAFETY

1. The league prohibits the sweating down of players by any method and places the responsibility on the League Member to see that this dangerous practice does not occur. Anyone who witnesses any violation of this rule is expected to bring it to the attention of the players head coach and League Member Representative. The player shall be suspended from the next game (whether it is that day or not). If it is determined by a P-G-P from a parent that the head coach had knowledge of this violation prior to its investigation by the League Member Representative, the matter shall be brought before the Commission.
2. The league discourages the transporting of teams, players or cheerleaders to or from any league activities in open motorized vehicles.
3. Insurance - it shall be the responsibility of each League Member to offer insurance to cover accidents and injuries to their players and cheerleaders while playing games, practicing, or traveling. Any parent not desiring said insurance must sign a waiver.
4. It is required that each League Member obtains parental release against liability for the League Member and the NWGYFL, INC Proof of the release must be presented for final approval to the Commission prior to opening registration.
5. Pyrotechnics, smoke bombs, and other incendiary devices shall not be used.
6. Each League Member will install and maintain a thermometer which shows the current air temperature at the field. Each League Member will also use a device to measure the **heat index** (i.e. heat and humidity) at all outdoor events which the League Member hosts.

## OFFICIALS

1. All games will use four (4) officials on the field and one (1) official on the clock. Three (3) may be used in extenuating circumstances.
2. Chain crews are part of the officials and shall conduct themselves accordingly. Chain crews must wear vests provided by the Host Association.
3. Officials must inform the NWGYFL, Inc. Home League Member Representative when anyone is removed from a game.
4. All ejections by an Official may not be protested and/or changed by NWGYFL, Inc. All ejections are final.



# North West Georgia Youth Football League

5. All ejections must be described in a written game report filed with the Supervisor of Officials and sent to the Chairman no later than seven (7) pm on Monday for Saturday games and seven (7) pm on Thursday for Tuesday games.

## PENALTY FOR BY-LAW INFRACTION

1. Violation for any of the above By-Laws will result in the Member League Member responsible for such action being brought before the Commission, and if found guilty, may be penalized as determined by majority vote of the Commission for penalties up to a one (1) year suspension and may be fined as determined by the Commission.
2. When an organization or coach is fined, NWGYFL, Inc., will notify all organizations by e-mail only, of the circumstances surrounding the fine, and the section of the by-laws that have been violated. The accused organization or coach has 48 hours to respond by e-mail to all organizations any rebuttal or extenuating circumstances that may have caused the fine. All presidents will vote within 72 hours by e-mail to the Secretary of NWGYFL, Inc. as to whether the fine should be imposed or not. Failure of a President to vote will signify a "yes" vote in favor of the fine being imposed. All fines must receive a 2/3 majority approval of the voting members in order to be assessed. The secretary will in turn notify the Treasurer of the voting results.
3. For any violation of the By Laws that does not have a specific and defined penalty:
  - a. the Commission may not suspend a Coach, Participant or Spectator for more than the balance of the season, without approval of the League Members;
  - b. the Commission may not fine an Association, Coach, Participant or Spectator for more than \$500.00 without approval of the League Members; and
  - c. the Commission may not place an Association or Coach on Probation for longer than the current season, without approval of the League Members.
4. Any adult suspended from participation in the league for violation of any Safety or Sportsmanship Bylaws may be required, by determination of the Commission, to complete a Coaching Principles course. This course may include the Georgia High School Association Coaches Education Training and Testing Program required by GHSA for Lay (community) Coaches, or any other similar Coaching Principles course. The Adult shall be responsible for all costs incurred in taking the course.

## League Members

1. Violation of any of the NWGYFL By-laws by a League Member shall result in the League Member being brought before a Combined Meeting of the League Members and Commission for a hearing.
2. If found guilty the League Member may be placed on Probation as defined below and/or Fined up to \$500.00.
  - a. Level 1: Loss of Voting Rights for no less than the remainder of the Season and not to exceed 2 (two) full seasons.
  - b. Level 2: Loss of Voting Rights for no less than the remainder of the Season and not to exceed 2 (two) full seasons. Loss of all home post season games. These games will be played at the opponent's field.
  - c. Level 3: Loss of Voting Rights for no less than the remainder of the Season and not to exceed 2 (two) full seasons. Loss of all home regular season and post season games.

Any League Member placed on Probation twice in a four year period shall forfeit any and all NWGYFL refunds for excess funds paid to League Members.

## Coach

1. Violation of any of the NWGYFL By-laws by a coach shall result in the coach being brought before a Combined Meeting of the League Members and Commission for a hearing

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# North West Georgia Youth Football League

2. If found guilty the coach may be placed on Probation as described below and may be fined up to \$500.00.
  - a. Level 1: Any fines received for By-Law infraction shall be increased by \$25.00 per occurrence for the duration of the Probation.
  - b. Level 2: Any fines received for By-Law infraction shall be increased by \$25.00 per occurrence for the duration of the Probation. Loss of all home post season games. These games will be played at the opponent's field.
  - c. Level 3: Any fines received for By-Law infraction shall be increased by \$25.00 per occurrence for the duration of the Probation. Loss of all home regular season and post season games, which will be played at the opponent's field.
3. Any coach placed on Probation twice in a four year period shall not be allowed to coach the following year with any League Member.
4. A coach who moves between parks shall not be allowed to coach the same team at the moved to park from the previous season. In the way of example, a coach on the 7YO team in 2000 shall not change parks and coach an 8yr old team at any moved to park in 2001.

## PROCESS FOR ASSOCIATIONS TO APPEAL PROBATION STATUS

1. Associations who are placed on probation (or move from Level 1 to Level 2 or Level 2 to Level 3) as a result of any violation shall have the right to have the action reviewed if the Association so requests within 72 hours of notice of being placed on Probation.
2. The affected Association must request the Chair implement the Appeal Process in writing and the reason for the appeal.
3. The Chair will call for a mandatory meeting of all League Members within 72 hours of the request. The meeting shall consist of:
  - The Chair, or the Chair's designate, shall describe the circumstances leading up to the Probation status Any League Member witnessing the actions which led to the Probation status will describe what they witnessed
  - The affected Association's President will have an opportunity to present justification for additional consideration
  - The Presidents shall have the opportunity to ask questions of the Chair, the Chair's designate, any League Member witnessing the actions, or the affected Association's President
  - The affected Association shall be dismissed from the meeting and the remaining League Members shall discuss the matter
  - The affected Association shall return to the meeting
  - Any additional questions shall be asked
  - A proposal to affirm or reverse the Probationary action shall be made and a secret ballot shall take place of all members in good standing
  - The Chair shall read the results

## PROBLEMS-COMPLAINTS-GRIEVANCES-PROTEST (P-C-G-P)

1. All problems, complaints and grievances relating to league activities shall be processed as set forth below:
  - a. Coaches, Players and Parents
    - i) Coaches, players and parents shall first discuss the issue with their League Member Representative.

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# North West Georgia Youth Football League

- ii) Should the League Member Representative not be able to settle the issue, the League Member Representative, Coaches, Players or Parents shall then present all the facts to the Commission Chairman and their League Member.
    - iii) Unless the above listed steps are followed, this P-C-G-P may be automatically disregarded.
  - b. Commission Members
    - i) Any Commission Member of the NWGYFL who receives a complaint, in writing within 72 hours of the matter in question, concerning any League Member coach or any matter pertaining to misconduct by members of the NWGYFL shall immediately make this information known to the Commission Chairman. Said Commission Member shall not discuss this information with anyone other than the parties involved or the Commission.
- 2. If the Commission Chairman, in consultation with the other Commission Members determines that there is merit to the P-C-G-P, then the Chairman shall determine the level of the P-C-G-P and what the penalty should be.
- 3. Protests of any action must be filed, in writing, with the Chairman within 72 hours of the occurrence and in turn, the parties involved in the complaint must be notified in writing within 48 hours of the official filing of the complaint with the Chairman.
- 4. Protest concerning game day weigh-ins must be filed prior to the game time with the opposing team's League Member Representative. If the opposing team's League Member Representative cannot be found, then with any other Commission Member at the field. Failing that, a phone call placed to the protesting coach's League Member Representative who will immediately alert a member of the Elected Commission.
- 1.

## ARBITRATION

- 1. As a condition of coaching in the NWGYFL, or being a League Member of the NWGYFL, any coach or League Member not in agreement with a disciplinary action of the NWGYFL Chairman or Commission must agree to use the following as the sole and exclusive process to escalate disagreement and resolve any dispute.
  - a. The escalating party shall advise the Commission Secretary or the Commission Chairman in writing and within 72 hours of receipt of the disciplinary action of their intent to escalate.
  - b. The Commission Chairman shall form a five member Committee of League member Representatives of NWGYFL.
  - c. The League Member Representative of the League Member to which the escalating party belongs shall not be a member of the Committee.
  - d. The escalating party shall state the basis of their disagreement and their justification to have the existing disciplinary decision overturned by the Committee.
  - e. The Chairman, or his representative, shall state the Commission's position and any Constitution or Bylaw reference supporting the same.
  - f. Upon receiving all information, the League Member Representative's Committee shall render a majority decision and shall publish the same to the escalating party and the Chairman.
- 2. Should either party decide to escalate the matter further, the following process shall apply:
  - a. The Commission Chairman shall form a listing of three Neutrals as listed on the National Register of Arbitrators and Mediators of the American Arbitration Association.
  - b. The escalating party shall pick the Neutral from the list formed by the Commission. Upon selection of the Neutral, the arbitration shall proceed without delay, time is of the essence.
  - c. The Neutral shall use the NWGYFL Constitution, Bylaws & Playing Rules, and the Alternative Dispute Resolution Rules of Georgia as amended and any and all statements of fact to render a binding decision to the claim of the escalating party.

# North West Georgia Youth Football League

- d. The arbitration shall be binding upon all parties. All parties shall be responsible for their own expenses, including any legal expenses, associated with the internal escalation and external arbitration process (es).
- e. The escalating party shall be responsible for all expenses associated with retention of the Neutral, any subsequent meetings with the Neutral, and the publication of the decision.

## FEES & FINES

Bylaw fines, Includes, but not limited to, the following:

1. Failure to submit to the League "Heat Policy"; Fine \$50.00
2. Failure to submit a Certificate of Insurance before the first day of practice: Fine \$50.00
3. Failure to have field certified prior to member's first home game: Fine \$250.00 and loss of home games until certification is completed.
4. Failure to pay booking fees by the end of Super Bowl: Fine \$500.00 & Booking Fees & Probation
5. Failure of League Member Representative to attend League meeting: Fine \$100.00
6. Failure of League Member Representative to arrive at League meeting before completion of roll call: Fine \$50.00
7. Failure to declare participation in NWGYFL for the upcoming season: Fine \$500.00
8. Failure to provide League Member by-laws and Board of Directors contact information to the Commission Secretary: Fine \$25.00
9. Failure to certify a complete D-1 team on time where a D-1 team is declared: Fine \$100.00
10. Failure to certify a complete D-2 team on time where a D-2 team is declared: Fine \$100.00
11. Failure of a League Member to attend the Super Bowl meeting: Fine \$100.00
12. Failure of League Member's assigned workers to attend Super Bowl: Fine \$100.00
13. Failure to report registration dates and fees to the Commission Secretary: Fine \$100.00
14. Failure for a coach to correct inaccurate information in database after warning: Fine \$25.00
15. Violation(s) of Practice regulations: Fine \$100.00 incident & discipline of Head Coach
16. Failure to report scores on time: Fine \$50.00
17. Failure to make NWGYFL Announcement prior to game: Fine \$25.00
18. Failure to open weight room at designated time: Fine \$50.00
19. Failure of coach to have official roster & certification forms by conclusion of weigh in: Game Forfeited & Suspension of player and coach
20. Failure for President to report temporary number changes: Fine \$25.00
21. Failure to complete permanent jersey number change: Fine \$25.00
22. Intentional removal of League sticker & subsequent illegal participation of restricted player. Game forfeited & Suspension of Coach & Player
23. A League Member found guilty of violating the Minimum Participation Rule: League Member shall forfeit the game and said League Member shall be fined \$100.00. The head coach shall be suspended for no less than one (1) game nor any more than three (3) games. If this occurs in the last game of the season, the suspension will carry into the first game or more of the following season.
24. Failure to prominently display the NWGYFL Minimum Playing Rule sign: Fine \$100.00 per week
25. Failure to abide by the Injured Player Rule: Fine \$100.00
26. Failure to provide a copy of the Minimum Participation Sheet by the Coach: Fine \$25.00 per missing sheet
27. Starting a game early: Fine \$50.00 for both Associations
28. Forfeits: Fine – Cost of Officials, Booking Fees & \$25.00 fine
29. Coach who refuses to play game when they have eleven (11) players: Fine \$100.00 and one (1) week suspension
30. Failure to move to a point behind the 10 foot physical barrier after game: Fine \$50.00
31. Any team from any Association which fails to play in an complete all regular season, playoff or consolation games: Fine \$500.00
32. More than the allowed number of individuals on a sideline during a game: Fine \$25.00 per occurrence.

# North West Georgia Youth Football League

## DEFINITIONS

1. All references to “one year”, unless otherwise specified, are considered one (1) calendar year.
2. The week starts at 12:01am on Sunday.

## SUPERBOWL - COMPETITIVE

1. ALL current year NWGYFL players in game jerseys will be allowed in the Super Bowl without charge provided they are accompanied by a paid adult.
2. All Association Presidents or Vice Presidents must be in attendance at the Super Bowl for their designated time. In addition, each association must provide two (2) volunteers from their association during specified times to work at the Super Bowl.
3. Super Bowl committee comprised of Vice Chairman and three (3) League Member Representatives of his/her choice.
4. All Super Bowl games will be officiated with officials of the selected Officials Association for the NWGYFL including the chain crew.
5. The Vice Chairman and his/her committee will use the following criteria to give area high schools the opportunity to host the NWGYFL Super Bowl:
  - Contacting by letter or email the head football coach and/or athletic director at each high school which has a local park affiliation. Also any local high school in our member association’s general area.
  - The below criteria for hosting the Super bowl will be in the letter or email sent to the above in letter:
    - a) Free parking in close proximity to the stadium
    - b) Close in, reserved parking for NWGYFL and Game Officials
    - c) Secured location from which to sell tickets
    - d) One secured entrance to the stadium, all other entrances shall be locked.
    - e) Uniformed security officer on site or put on notice of the event and will be immediately available on an on call basis.
    - f) Ambulance service on site or put on notice of the event and will be immediately available on an on call basis.
    - g) Full field preparation including lining of the field, as well as providing field equipment (chains, yard markers, and sideline benches)
    - h) Secured playing field with fence around the field.
    - i) Presentation area in close proximity of the field for award presentations.
    - j) Secured (with lock and key) heated area for scales and weigh ins.
    - k) Access to press box and public address equipment.
    - l) Pre and post game clean up
    - m) A room that can be used throughout the day as a hospitality room for NWGYFL officials. The NWGYFL will be responsible for providing its own food and drinks.
    - n) School may sell NWGYFL approved Super bowl shirts and other apparel and retain all profits.
    - o) School may provide optional services such as selling of Super bowl Videos, Super bowl Pictures, Carnival type amusement rides or inflatables and to retain NWGYFL approved sponsors with the school retaining all profits.
    - p) Facility will be available for NWGYFL use from 7am to 11pm.
    - q) All gate proceeds will be retained by the NWGYFL. All concessions or optional services profits will be retained by the hosting school.

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# North West Georgia Youth Football League

- r) All interested parties must reply by September 15<sup>th</sup> of the current year
6. A League Meeting shall be held on the 1<sup>st</sup> Wednesday in October where the league shall vote on proposals to host the Super Bowl. A simple majority of those present shall be needed to approve a proposal. If the league has 3 or more proposals and no single proposal gets a majority vote, then the proposal receiving the lowest votes shall be eliminated and there shall be a new vote. This shall continue to occur until a proposal receives a majority vote.
  7. There will be a ten (\$10) dollar charge for adults, one (\$1) dollar charge for students, children four (4) years old and under will be free for the Super Bowl.
  8. Awards presented at the Super Bowl:
    - a. A trophy to each player who weighs-in
    - b. A trophy for up to 5 certified coaches for each team
    - c. A trophy for the listed Head Coach of each team
    - d. A medallion for each cheerleader present for each team and up to 2 coaches medallions
    - e. A banner for each winning team, presented at the Post Season Banquet.
  8. Each League Member must fax or email a copy of their Cheerleading Rosters to the Chairman or his designate by 10/15; this will be used as the official Cheerleading roster for teams that make it to the Super Bowl.
  9. All Coaches must turn in their books for review no later than 15 minutes prior to scheduled weigh-in. The book must contain:
    - Game-Day Weigh-in Sheet (roster)
    - All Players Certification forms
    - Game Day Forms (as necessary)
    - Minimum Participation form for each game
    - Coaches Certification Sheets
  10. Proposals may include moving any teams that play on 80 yard fields to alternate fields on Super Bowl day and may include having teams that play on 80 yard fields play on an alternate day.
  11. During the NWGYFL, Inc. sponsored Super Bowl; personnel shall be assigned to each sideline to ensure that the Minimum Participation rules are met for the game. These individuals are exempt from any and all sideline criteria found within the Constitution and By-Laws.

## SUPERBOWL - INSTRUCTIONAL

1. ALL current year NWGYFL players in game jerseys will be allowed in the Super Bowl without charge provided they are accompanied by a paid adult.
2. By the 4<sup>th</sup> Wednesday in September written proposals to host the D-2 Super Bowl must be given to the Vice Chairman.
3. A League Meeting shall be held on the 1<sup>st</sup> Wednesday in October where the league shall vote on proposals to host the Super Bowl. A simple majority of those present shall be needed to approve a proposal. If the league has 3 or more proposals and no single proposal gets a majority vote, then the proposal receiving the lowest votes shall be eliminated and there shall be a new vote. This shall continue to occur until a proposal receives a majority vote.
4. The Vice Chairman and his/her committee will use the following criteria to give area high schools the opportunity to host the NWGYFL Super Bowl:
  - Contacting by letter or email the head football coach and/or athletic director at each high school which has a local park affiliation. Also any local high school in our member association's general area.

# North West Georgia Youth Football League

- The below criteria for hosting the Super bowl will be in the letter or email sent to the above in letter:
  - a) Free parking in close proximity to the stadium
  - b) Close in, reserved parking for NWGYFL and Game Officials
  - c) Secured location from which to sell tickets
  - d) One secured entrance to the stadium, all other entrances shall be locked.
  - e) Uniformed security officer on site or put on notice of the event and will be immediately available on an on call basis.
  - f) Ambulance service on site or put on notice of the event and will be immediately available on an on call basis.
  - g) Full field preparation including lining of the field, as well as providing field equipment (chains, yard markers, and sideline benches)
  - h) Secured playing field with fence around the field.
  - i) Presentation area in close proximity of the field for award presentations.
  - j) Secured (with lock and key) heated area for scales and weigh in.
  - k) Access to press box and public address equipment.
  - l) Pre and post game clean up
  - m) A room that can be used throughout the day as a hospitality room for NWGYFL officials. The NWGYFL will be responsible for providing its own food and drinks.
  - n) School may sell NWGYFL approved Super bowl shirts and other apparel and retain all profits.
  - o) School may provide optional services such as selling of Super bowl Videos, Super bowl Pictures, Carnival type amusement rides or inflatables and to retain NWGYFL approved sponsors with the school retaining all profits.
  - p) Facility will be available for NWGYFL use from 7am to 11pm.
  - q) All gate proceeds will be retained by the NWGYFL. All concessions or optional services profits will be retained by the hosting school.
  - r) All interested parties must reply by September 15<sup>th</sup> of the current year
- 5. NWGYFL will provide “a player trophy allowance” to any League Member who hosts the Instructional Division Super Bowl. This amount will be determined by the number of Instructional Division (D2) Teams certified for the current season multiplied by \$25 (twenty -five dollars)
- 6. All players in the Instructional Division Championship shall receive a participation trophy or tee shirt as identified in the host organizations bid. Team trophies will not be presented nor will coaches receive a participation trophy or tee shirt.
- 7. There will be a ten (\$10) dollar charge for adults, one (\$1) dollar charge for students , children four (4) years old and under will be free for the Super Bowl.
- 8. League Members whose assigned workers do not attend shall be fined \$100.00 (one hundred dollars) each.

## POST SEASON NOMINATIONS AND AWARDS

League Members may submit nominations for the following Post Season Awards starting at midnight of the Sunday following the Super Bowl for the Competitive or D1 Division. Nominations must be received by the League Secretary no later than the following Sunday before midnight to be considered. Nominations should include the name of the nominee, name of the person submitting the nomination, any relationship between the submitter and the nominee, and a description of how the nominee demonstrates the award criteria. The League Secretary shall confirm receipt of all nominations by return email to the individual submitting the nomination.

**VERBAL NOMINATIONS WILL NOT BE ACCEPTED, NOR WILL SUBMISSIONS WITHOUT RATIONALE FOR THE NOMINATION.**

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NWGYFL Constitution By-laws Playing Rules

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# North West Georgia Youth Football League

1. **Player of the Year** – Head Coaches for both Competitive and Instructional, at each age group 5 through 11/12 will submit to the Information Director one (1) nominations for their age group. Nominations will be accepted up thru week ten (10) of the season. Nominations should include but are not limited to qualifications and specifications that demonstrate that the nominee holds the qualities that the NWGYFL Inc. upholds regarding sportsmanship, team spirit, community involvement, scholarship and leadership on and off the field. The recipient of the 11/12 year old Division 1 Player of the Year Award will still receive the Stanley Halbrook's Player of the Year Award and that award will differ from the award given at all other age groups.
2. **Coach of the Year** – Nominations may be submitted by League Member Representative and/or Park President, Conference Co-Coordination and Commission members. Nominations are accepted for Head Coaches for all age classifications for Competitive (D1 Division) and Instructional (DII Division). Nominations will be accepted and awarded to one individual for each division (**TWO DIFFERENT AWARDS**). Nominations should include but not be limited to qualifications and specifications that demonstrate that the nominee holds the Coaching qualities that the NWGYFL upholds regarding sportsmanship, team spirit, community involvement, and leadership on and off the field. Nominees are not allowed to have incurred any fines or ejections during the season.
3. **Association of the Year** – Nominations may be submitted by Commission members, Conference Coordinators and/or League Member Representatives. Nominations should include, but not be limited to, qualifications and specifications that demonstrate that the nominated Association demonstrates a unity of clarification regarding the NWGYFL vision with understanding of the requirements of the by-laws, sportsmanship, leadership, and benefits the community in which it serves.
4. **President of the Year** – Nominations may be submitted by Conference Coordinators and Commission members. Nominations should include but not limited to individuals that have represented their League the entire season as part of the NWGYFL, has not received or been subjected to fines for their lack of participation in required NWGYFL functions, and strives continuously to improve the overall performance of their park.
5. **Eric Cotton Heart of a Champion Award** – Nominations may be submitted by League Member Representatives and/or Head Coaches, Conference Coordinators and Commission Members. Nominations will be accepted and awarded to one or more deserving individuals for the League. The Eric Cotton Heart of Champion nominations shall be of players that while they may not be the best football player on the field, have overcome unusual circumstances or obstacles in pursuit of their playing of football. These should be limited to only those players who have a clear demonstration of adverse circumstances, physical limitations or other impediments yet continued to succeed on and off the field.

## Nominations are not accepted for the following awards

1. **Sportsmanship of the Year** – This award is presented to all Associations which have demonstrated throughout the entire season the NWGYFL vision regarding sportsmanship on and off the fields, with no ejections of Players, Coaches or Parents.
2. **Chairman's Award** – This award is presented to an individual the Chair recognizes for their contributions to the success of the NWGYFL



# North West Georgia Youth Football League

## PLAYING RULES

*All games shall be played under the National Federation of State High School Associations rules unless contrary to these Playing Rules. The League retains exclusive authority to schedule all games as described by these NWGYFL Playing Rules and By-laws*

### *Exceptions to National Federation of High School Association Rules*

1. No electronic devices of any kind may be used by any member of the coaching staff (the 6 adults allowed on the sideline) from the scheduled start of a game until the game has been completed, including time-outs and halftime. Penalty for violation of this rule is an Unsportsmanlike Conduct penalty on the Head Coach.
2. No foreign objects shall be used to disguise, conceal or obstruct the football when in play.
3. Rules regarding numbering interior lineman, eligible receivers, backs, etc. do NOT apply. NOTE: While encouraged, league members are NOT REQUIRED to wear white jerseys while participating as the visiting team. League members are NOT required to have two different jerseys – only the jersey which is made up of their declared colors. A team is required to wear jerseys of the same color with a similar design. Shades of a color are acceptable as necessary – but different colors (i.e. red and white) shall not be worn by players of the same team in the same game.
4. Offense may not "break" a huddle with more than 11 players. No offense may maintain more than one huddle on the field. A huddle for the offense will be defined as 2 or more players with or without a coach on the field. Defense cannot have more than 11 players on the field at the time of the snap. Any player in excess of 11 that is in the process of leaving the field and has reached the 9 yard line marker or field "numbers" will not be considered on the field. Penalty 5 yards for illegal substitution.
5. No opponent shall grab the inside back or side collar of the shoulder pads or jersey of the runner. Penalty 15 yards.
6. Mouth piece infractions
  - a. One (1) team warning of first infraction
  - b. Five(5) yd. penalty after
7. Only switch ends of the field *at the start of the second half* for 5 year old, 6 year old, 7 year old and 8 year old teams
8. **5 year old teams only:** At the start of each half, after any safety and after each successful score the team expecting to receive the kickoff shall start their drive on their 35-yard line.
9. Extra Points
  - a. One (1) point for running.
  - b. Two (2) points for passing.
  - c. Two (2) points for kicking (at parks that employ goal posts meeting high school standards).
  - d. Any successful try (extra point attempt) that contains a legally completed forward pass, will be counted as 2 points. This includes a legal forward pass that is caught behind the line of scrimmage or a pass which is ruled a catch that is then fumbled and recovered by the offense and advanced into the end zone.
10. Penalties
  - a. Maximum yardage for all penalties:
    - i. Eighty (80) yard field - Ten (10) yards
    - ii. One-Hundred (100) yard field - Fifteen (15) yards
11. Punting rule for 5 year old, 6 year old, 7 year old and 8 year old teams only
  - a. The offensive team may, at their discretion, turn the ball over to the defensive team after informing them of their intentions to exercise one of the following options.

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- i. Provided they are inside their own territory (having  $\frac{1}{2}$  or more of the field to go to score a touchdown). From the line of scrimmage, the official shall mark off twenty (20) yards towards the defensive teams' goal. The clock shall run for ten (10) seconds.
  - ii. From anywhere on the field, the offensive team shall inform the official of their intention to punt, all players (offense and defense), except for the center and punter, shall move to the sideline. No runback will be allowed, nor will the defensive team be allowed to down the ball. Once the ball is snapped, the offensive team shall have ten (10) seconds to kick the ball. Any infraction of this rule will result in a ten (10) yard penalty and a loss of down. The clock shall remain running. Only the punter and center get credit for participation on this play.
12. **Free Kick After Safety** - A kicker that moves across the line of scrimmage to punt and or walks past the line of scrimmage shall be penalized. The penalty shall be: take the result of the play or penalize the team five (5) yards and require the kicking team to kick over.

## PRACTICES

1. The first day of organized practice shall be the Monday of the last full week of July. Players may wear helmets, mouthpieces, shorts, tee shirts and shoes for the first three (3) days of scheduled practice. Other football equipment may not be worn during this period.
2. No team shall start body-to-body contact until the fourth day of scheduled practice.
3. Prior to the third Sunday in August, teams shall be allowed to attend a maximum of only five (5) practice days per week with a limit of two (2) hours per day. Practice games are considered practice sessions and are included in the above. Film sessions, regardless of where conducted, are considered practice sessions.
4. After the third Sunday in August, a team shall be allowed to attend only three (3) practices per week. All non-league scheduled games or bowl games played Monday through Friday shall be considered a practice, and may not last more than 2 hours. A Saturday Jamboree or Saturday Practice Game does not count against a weekday practice prior to the start of the season (first week bye counts as the start of the season).
5. Curfew for practice sessions shall be 9:00pm on a night preceding a school day. All other nights shall be 10:00pm.
6. All teams must practice within the confines of their home park. Exceptions by either the Chairman or the Vice Chairman must be secured before conducting the practice and shall only be granted in emergencies. Scrimmage games against another league member are not included in this restriction.
7. Scouting a team during its normal practice time by a coach or anyone from a conference league member shall not be allowed.
8. At the time of registration a person becomes an NWGYFL, Inc. participant. No NWGYFL, Inc. participant may practice with any person who is or becomes an NWGYFL, Inc. Approved Coach prior to the first day of organized practice. Advertised Camps open to any participants are excluded.
9. Violation of any of the above rules will result in a fine of \$100.00 per incident. In addition, disciplinary action may be taken against the Head coach.
10. From June 1<sup>st</sup> until the scheduled start of practice for the current season, no player certified by the NWGYFL, Inc. for a previous season or player that is going to be certified for an upcoming season, may participate in any practice or gathering wearing football equipment (included, but not limited to, helmet, shoulder pads, hip pad, thigh pad, knee pad or tail pad). A League member or a City or County Parks and Recreation Department may conduct a conditioning, skills camp (without player equipment) that is open to may child regardless of whether the child plays football for the League Member or not. At a minimum the League Member must advertise such camps on their website.  
No League Member may sponsor a camp or clinic where equipment will be worn. The ONLY exception is a camp or clinic sponsored, publically advertised which is operated by a High School Varsity Head Coach. Coaches and players, whose seasons have ended prior to the NWGYFL, Inc. Super bowl may continue to hold practice sessions. These players and coaches may join other teams whose seasons have ended for practice sessions. Once a team has completed their season and are not eligible for sanctioned NWGYFL, Inc. games,

# North West Georgia Youth Football League

the players and coaches are no longer under NWGYFL, Inc. jurisdiction unless they are at NWGYFL, Inc. sponsored events.

## GAME DAY WEIGH-IN

1. No Head Coach or Assistant Coach may meet with their team, or any part of their team, for the purpose of practice, reviewing game information, reviewing plays or game assignments prior to two hours before a scheduled game.
2. Both teams must be ready for pre-game certification beginning no later than one hour prior to scheduled game time. Prior to and during weigh-in, teams shall not be in close proximity to each other
3. Weigh-ins are to be conducted by the Host Association Weight Commissioner or the President. Only one (1) Coach from each team may be permitted to observe the weigh-in.
4. Visiting team shall have the option to certify their team first unless they are not ready for pre-game certification in accordance with item "B" of this Section.
5. Players will be permitted to step on the scale for their weigh-in a maximum of three (3) times. Once a player steps on the scale, they may not leave the weigh-in area. No body fluids or solids may be expelled in the weight room.
  - a. If the player is determined by the home Association President or Weight Commissioner to have violated this rule, the player will be ejected from the current game only.
6. Any player not eligible to play in their game due to being injured disciplined or overweight shall be required to wear their game day shirt inside-out. Failure to wear the shirt inside-out while on the sideline shall result in an unsportsmanlike penalty on the head coach.
7. It is the responsibility of the Home Association to lock or otherwise secure the scales from all players prior to the official weigh-in. The weight room shall be in a permanent structure, unless approved in advance by the Chairman, and shall not be in a trailer or in the back of a flat bed truck.
8. During weigh-in (with mechanical scales) the scales must not be adjusted for actual weight for players not making approved weight until all players who are present are given the opportunity to make weight.
9. Players shall weigh-in with their assigned jersey number
  - a. Temporary or permanent number assignments shall be made known to the opposing coach and that park Weight Commissioner.
  - b. The Temporary Number Change shall be recorded on the Game Day Form. Temporary number assignments must also be reported to the league along with scores. Failure for the Host Association President to report Temporary Number changes is a \$50.00 (fifty dollar) fine.
  - c. If a jersey number change is made permanent, the head coach must notify the Chairman, in writing, within (5) days.
  - d. Number changes must be made permanent within 2 weeks.
    - i. A written request for number changes must be made to the Chairman or Vice-Chairman (Email is acceptable). The Head Coach must bring the original roster, players' Certification form and 2 new pictures with the revised jersey number to an assigned Commission Member to complete the change.
  - e. Failure to complete a permanent jersey change within 2 weeks will result in a \$25.00 per week fine following the 2-week allowance.
  - f. Any player wearing the same temporary number two weeks in a row, without a request for number change being made will have automatically started the 2-week allowance period at the conclusion of the 2nd game.
10. All pre-game weigh-ins shall be terminated prior to fifteen (15) minutes of scheduled game time for Saturday games (no exceptions). Weigh-ins for any required week night (M-F) evening game shall be terminated five (5) minutes before the scheduled game time.

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11. Following Week 4 weight-in, each team must copy their roster form and present it in a readable format to their Association President. The Association President must keep the copied roster on file until February of the following year.

## GAME DAY FORM

1. If a Game Day Form will be required to identify temporary number changes or injured, absent or disciplined players; the form must be completed at least one hour before game time and before weigh ins commence. Each Head Coach shall present to the Weight Commissioner controlling the Game Day Weigh In the NNGYFL, Inc. Game Day Form for the day's game 1 hour prior to the scheduled start of the game. All signatures must appear on the form at this time for the form to be legal for this game. At the end of weigh in, the opposing coach and weight commissioner will sign the Game Day Form. The appropriate copy shall go to the association, Home Head Coach, and Visiting Head Coach.
2. Regarding Disciplined Players: A Section of the Game Day Form shall contain the Name of the player to be disciplined, the reason for discipline and a signature of the parent. The Head Coach and the Association President must sign the form. The Association President may sign in place of a parent. A maximum of 10% (.5 - .9 of a player is rounded up) of a teams certified players may be on discipline for any game. If the President or Parent (or President in the place of the Parent) have not signed the form, then the player will not be considered on discipline and must play the required number of plays for that game.
3. Any NNGYFL, Inc. Commission member is permitted to observe all weigh-ins. The NNGYFL, Inc. Commission member may take control of the weigh-in at any time.
4. Coaches will not have to fill out a game day form, unless there is a player who is absent, overweight, has a jersey number change, is on discipline or is a restricted player.

## TIMING

1. Length of quarters shall be ten (10) minutes for ALL age groups.
2. Time between plays:
  - a. 5 year olds, 6 year olds shall be allowed forty (40) seconds.
  - b. All other D1 and D2 teams shall be allowed thirty (30) seconds.
3. 5 year old, 6 year old, 7 year old and 8 year old teams shall be allowed four (4) timeouts per half
4. A mandatory running clock shall be implemented anytime after the first half when there is a thirty (30) point differential. The clock shall be stopped on touchdown, charged time-outs and official's time-out. The clock shall not run during a try for point and will not start again until the subsequent kick-off is touched by the receiving team. The running clock shall continue regardless of whether the point differential becomes less than 30 points. At any time during the game, if the score reaches more than a 39 point differential, the score shall no longer be displayed on the scoreboard and the score shall be displayed as "0 to 0". If the point differential becomes 39 points or less the scoreboard will remain "0 to 0".
5. Halftime shall be 10 minutes. League members needing more time for a special presentation must notify the visiting head coach, visiting Association President and the Conference Chairman at least 72 hours prior to the game that halftime shall be extended to no more than 20 minutes.
6. All league games will start at their scheduled time or 10 minutes after the previous game ended, whichever is later. No game may start earlier than the scheduled game time. Penalty for starting a game early is \$50.00 assessed to both Associations. Game officials are encouraged not to wait on teams to take the field and to start the game within two minutes after completion of the coin flip.

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## TIE-BREAKER

1. There will be a 3-minute intermission between the end of regulation play and the coin toss to start the overtime procedure.
2. The captains will meet for the coin toss, and the winner may choose one of the following:
  - a. Be on offense first
  - b. Be on defense first
  - c. Choose the end of the field on which to play
3. The ball is placed on the 15-yard line and the offense keeps the ball until:
  - a. The ball is turned over on downs NOTE: The team on offense can gain a first down
  - b. The defense gains possession of the ball (ball is dead immediately)
  - c. The offense scores a touchdown
4. After the first offensive team completes its possession, the opposing team gets its opportunity from the 15yard line.
5. If the game remains tied after each team has had an offensive possession, there will be a 2-minute intermission and the team that lost the first coin toss has the first option for the second possession.
6. For each additional overtime period (i.e., an offensive possession by each team) the original coin toss options are alternated.
7. Beginning with the third overtime period, a team must attempt a 2-point try after a touchdown.
  - a. EXCEPTION: 5 & 6 year old teams are not required to try for a 2-point conversion.
  - b. After the second overtime period 5 & 6 year old teams will follow the penetration provisions defined in item "10" below. .
8. Each team is allowed one timeout per overtime period. No timeouts may be carried over from regulation play. No timeouts may be carried over from a previous overtime period.
9. Penalty enforcement is handled the same way in overtime as in regulation play.
10. Games played on a week night shall utilize the following process should the game be tied at the end of regulation:
  - a. After a two minute intermission, a coin toss shall take place. The team winning the toss shall select to start on offense or defense. The other team shall determine which direction play shall occur.
  - b. The team on offense shall start with the ball on the 40 yard line and shall have four (4) plays to advance the ball towards the goal line.
    - a. Should they score, they may attempt a one or two point try.
    - b. Should they not score their deepest penetration towards the goal line shall be marked
    - c. The teams shall switch positions and the second team shall advance the ball towards the same goal
      - i. Should they score, they may attempt a one or two point try
      - ii. Should they not score their deepest penetration towards the goal line shall be marked
  - d. The team with the most points or the deepest penetration shall be declared the winner
  - e. Each team shall be granted ONE time out during this period (Time outs from the regulation game do NOT carry over)
  - f. Penalties shall be applied as per league rules but will not affect the deepest penetration from a previous play.

## OFFICIAL BALLS

1. The Conference will publish on its website a list of 'official footballs' which are approved for use at the annual March Meeting. League members may provide lists of manufacturer footballs which they propose to be added to the list at the February Annual Meeting. Prior to being included on the list, the Vice-

# North West Georgia Youth Football League

Commissioner will confirm that the proposed footballs are substantially similar in size and shape to the footballs which were used in the prior year.

2. Teams shall have the option of playing with the home's team ball or their own.
3. The Head Official for any game will ensure that the ball used by either team is the one that are included the list of 'officials footballs' approved for use.

## UNIFORM AND EQUIPMENT

1. Each player shall have a full uniform including the following:
  - a. Helmet (with warning sticker displayed in compliance with Federation Rules)
    - i. Plastic snaps (female), or plastic coated snaps shall be used to attach the chinstrap to the Helmet.
  - b. Pants
  - c. Numbered team jersey
    - i. If a name is to appear on the jersey then it shall be the player's First Name on Birth Certificate or Last Name (of either parent) on Birth Certificate. No Nicknames, initials or first and last ("full") names shall be allowed.
  - d. Shoulder pads
  - e. Thigh pads, Hip pads, Knee pads, Tail pad
  - f. Rubber molded cleat shoes (cleats may be detachable.) However, no metal parts may be used to fasten cleats on the shoe unless the metal portion is on the detachable cleat. Metal tipped plastic or any exposed metal portion of the cleat will not be allowed. A player found with metal cleats or exposed metal on their cleats must have the cleats repaired or the shoes man not be worn.
  - g. Mouth pieces must be affixed to a face mask with a strap that is a color other than clear or white.
2. It is the responsibility of each league member to maintain and replace equipment in accordance with their manufacturers' requirements.
3. All league members must register team jersey colors with the NWGYFL, Inc. at the February meeting. The Full Commission shall approve all color changes.
4. A team is required to wear jerseys of the same color with a similar design. Shades of a color are acceptable as necessary – but different color jerseys (i.e. red and white) shall not be worn by the same team in the same game.
5. A team may NOT wear towels which are of a similar color to official penalty flags (YELLOW).
6. A teams jersey may include a single patch or screen print to allow for the sponsorship of that team or association. The patch area may not be larger than 6 square inches and may only be located 1) on the sleeve within ½" of the bottom seam or 2) on the front of the jersey above the highest point of the uniform numbers. All proposed sponsorships must be submitted to the NWGYFL Commission for approval.

## PLAYING FIELD

1. A regulation size high school field shall be official for the 7, 8, 9, 10, and 11 & 12 year old teams. In cases where a league member cannot provide one hundred (100) yard by 53 1/3 yard regulation football field, an eighty (80) long and a minimum of forty (40) yards wide field may be employed. All teams, up to and including age 8 (eight) can be scheduled to play regular season games on an 80 yard field. No playoff game, resulting in the winner going to the Super bowl may be played on an 80x40 field for the 7, 8, 9, 10, and 11 & 12 year old teams.
2. The 5 & 6 year old teams shall use an eighty (80) yard field. When games are played on regulation size football field, eighty (80) yards shall be the maximum; however the full width of the field shall be employed.
3. Goalposts are optional, but when used, they shall conform to high school standards.
4. With the exception of a play-off game where the winner advances to play in the Super bowl, in the event a playing field does not meet these requirements, the game may still be played if both teams are aware of the field limits.

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5. The goal line and end zone shall be distinguishable from the rest of the playing field with rubber or plastic pylons
6. Rules for an eighty (80) by forty (40) yard field.
  - a. The game shall start with the kick-off from the thirty (30) yard line. Should the ball go into the end zone on the kick, the ball is dead and play will resume on the offensive team's twenty (20) yard line.
  - b. No penalties shall exceed ten (10) yards.
  - c. Each end zone shall be ten (10) yards deep.
7. A physical Crowd Control Barrier shall be installed at least ten (10) feet parallel to each sideline and end line to enforce crowd control. In the event a 10-foot barrier is physically impossible, the league member will create a barrier as close to 10-feet as physically possible.
8. Only players listed on the game day form and coaching personnel, as identified in these Playing Rules, may be inside the Crowd Control Barrier.
9. The League Chairman or his designate shall visit each field(s) the league member plans to use for home games at least 1 week prior to the league member's first home game. The field will be inspected for working scoreboard, timer, field size, crowd control barrier and other items to insure compliance with NWGYFL, Inc. and Federation rules. This inspection should be performed at twilight or night to insure that the game field is effectively illuminated. Failure to have a field visit prior to the league member's first home game will result in a \$250 (two hundred fifty dollar) fine and the game(s) scheduled for the unapproved field will be taken away or forfeited.
10. Any league member failing to comply with the rules for a playing field during the season may have their home games suspended for the rest of the season or until the violation is fixed.

## COACHING PERSONNEL

1. There shall be no more than six (6) adult personnel on the sidelines and the field during any game.
2. Coaches must be at least eighteen (18) years of age.
3. The following do not count towards the six (6) Coaching Personnel:
  - a. the three (3) stickmen (Chain Crew) required by National Federation rules
  - b. one commercial photographer from a League Member or one NWGYFL approved photographer
  - c. an individual hired for all scheduled games that day by a League Member or NWGYFL, Inc., for security, medical purposes
4. No adult over eighteen (18) years of age shall act as ball boy or water person for any team. No team shall have more than three (3) persons acting as water boy and/or ball boy.
5. In the event that no water person or ball boy under age 18 is available to bring the players water during timeouts, only one (1) of the 6 allotted coaches may bring water to the players on the field. This applies to 8 year old teams and under only.
6. Coaches on playing field:
  - a. 5 and 6 year old D1 League (D1) and Instructional League (D2) teams may have two (2) coaches on the field
  - b. 7 and 8 year old D1 and D2 teams may have one (1) coach on the field
  - c. all other D2 teams except 11-12 year old may have one (1) coach on the field
  - d. after the offensive team breaks their huddle, both coaches are to remove themselves to a point five (5) yards behind their deepest players and must refrain from any physical, verbal or visual contact with the players or the sidelines until the play is completed. Verbal communication will be limited to the words "Run it" to start the play. (This is to keep coaches in the defensive backfield from positioning players). Penalty for infraction of this rule shall be as follows:
    - i. One (1) team warning per game
    - ii. Ten (10) yard penalty and loss of down thereafter if the infraction is against the offense.

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- iii. Ten (10) yard penalty and automatic first down thereafter if infraction is against the defense.
  - iv. If the infraction occurs by the offense after the ball is snapped and a play is underway, the defense shall have the option to require the play to be run again or take the result of the play before the penalty as described above is administered.
    - 1. No warning shall be provided for an infraction which occurs after the ball is snapped.
    - 2. If the defense chooses to have the play run over again, the offense shall be penalized consistent with item (ii) above.
  - v. If the infraction occurs by the defense after the ball is snapped and a play is underway, the offense shall have the option to require the play to be run again or take the result of the play before the penalty is administered.
    - 1. No warning shall be provided for an infraction which occurs after the ball is snapped.
    - 2. If the offense chooses to have the play run over again, the defense shall be penalized consistent with item (iii) above.
7. Any coach who is legally on the field may request a time out before a play is underway.

## ROSTER AND BIRTH RECORDS

1. Players shall provide an acceptable birth record which may be any of the following:
  - a. certified copy of birth or certificate of live birth
  - b. certification of vital record
  - c. certified abstract (i.e.; adoption record or passport for international births)
  - d. or birth certificate (certified by issuing authority)
  - e. State of Georgia Issued Identification Card
  - f. last year's certification record for the same League Member.
2. The following shall **not** be acceptable
  - a. Xerox copy of birth certificate
  - b. Certificate of registration
  - c. Hospital certificate
  - d. Notarized copies
  - e. Baptismal certificate
  - f. School letters
3. Each league member shall submit for each team an alphabetical, computer generated, official team roster signed by the head coach and President and a properly completed single page (referred to as the Certification Form) for each player. A color picture of the player **from the current year** showing only the player's entire head, face and game jersey number must appear on each Certification Form. Pictures showing the entire body may be rejected if the player's facial features are not clearly visible. No alteration or "photo shopping" may be used to alter a player's picture (such as superimposing a players head over another's).
4. The original copy of the team roster and a complete set of authenticated (with seal and signature) Certification Forms shall be filed in the office of the Chairman. The head coach is required to present the Certification Forms and the duplicate copy of the official roster to the opposing coach at each game. Failure to present same will result in forfeit of the game. A twenty-five dollar (\$25.00) fee will be assessed for each official duplicate copy of the original team roster or Certification Form signed by the Chairman or his representative. A One Hundred Twenty Five dollar (\$125.00) fee will be charged for a complete set of Certification Forms and team roster. The request for any individual Certification Form or complete set of Certification Forms may be made once a season. The loss of a roster and Certification Form(s) a second time during the season may result in penalties (including, but not limited to: suspension, fines or game forfeiture) for the coach and/or team as determined by the Commission.



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5. All Coaches for each team shall complete a Coach's Application. A color picture which clearly reflects the coach's facial features must be uploaded to the NWGYFL Web site. Coach's pictures which are pasted to a Coach's Application shall not be accepted for certification.
6. At certification, the head coach shall submit a signed form stating that he has received, read, understands and will abide by the Constitution, By-Laws and Playing Rules of the NWGYFL, Inc. and comply with the rulings of the league Commission. If a team does not have a head coach at certification, the League member must, when appointing a head coach, notify the Chairman. The Chairman will then furnish to the appointed coach a copy of the Constitution, By-Laws and Playing Rules. The coach must then sign a form stating that he has read, understands and will abide by the Constitution and By-Laws and comply with the rulings of the league Commission before he can assume the head coach responsibilities. This form may be the Coaches Certification Form.
7. Failure to certify a complete team (minimum of 13 certified players and 1 certified coach) on certification day will result in a \$100 fine. An automatic extension is allowed to complete the certification on the Wednesday (3 days later) at 7:00pm. No further extension, without approval of the Commission as defined in these rules, shall be allowed

## TEAM COMPOSITION

1. The maximum number of players for all teams shall be thirty-five (35) with a mandatory split at thirty-six (36). A minimum of thirteen (13) players must be certified on a team roster by the third (D1) or fourth (D2) Sunday in August for a team to secure a place in the upcoming season. Teams may split when 26 players are on the roster.
2. Any league member may place players on teams where the age group is older than the players' age group. This may be done because a league member cannot field, for example, a 7 year old team, but can field a 7 & 8 year old team. This rule does not supersede the minimum of D1 teams required per league member.
3. A League Member may close their registration for any age group at any time based on the needs of the park. Upon the decision to close an age group, the Commission shall be notified by receipt of the completed roster stating the player's names and birthdates within 48 hours of closure. Upon receipt of this notice, no additional players will be allowed to be added to said roster and upon certification, only identified players on submitted list will be certified.
4. There shall be no restrictions on how an individual league member places players on D1 or D2 teams. There shall be no equalized age restrictions on D1 or D2 teams (including the 11-12 year old teams).
5. A player may be moved from a D2 team to a D1 team as long as the change is made prior to the final Certification date. A player may be moved from a D1 team to a D2 team provided the player is moved before the player's second game.
6. All league members must field 1 D1 team in an age group before it can field a D2 team in that same age group except as described below:
  - a) A new League Member in their first year of existence may unilaterally declare any team and as many teams as they determine to participate as a D2 team without a D1 team in the same age group.
  - b) For Age groups eight, nine, ten and eleven and twelve (8, 9, 10, 11-12) any League Member, other than in their first year of existence as described above, may unilaterally determine to participate as a D2 team without a D1 team in the same age group provided:
    - i. The League Member is fielding only one team at the age group. AND
    - ii. Sixty per cent (60%) of the players are first or second year players AND
    - iii. The team at the next lowest age group had two (2) or less wins at the D1 level the prior season.
7. For Age groups six and seven (6 and 7) any League Member, other than in their first year of existence as described above, may unilaterally determine to participate as a D2 team without a D1 team in the same age group provided:

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- a) They have less than 15 players regardless of the percentage of returning players;
  - b) They are fielding only one team in the division; and
  - c) There is no requirement associated with prior year wins.
8. Any League Member may challenge a League Member, other than a League Member in their first year in existence, invoking these provisions provided:
- a) The Chair is notified by the challenging League Member within 48 hours of the declaration AND
  - b) Good cause is cited and documented in the notification to the Chair.
  - c) The Chair will call for a meeting of all League Members to discuss the challenge and provide the documentation to the League Member whose decision regarding the placement of teams is being challenged. A majority vote will be taken to rule on the challenge after the matter is reviewed.
9. D2 teams will be grouped by age group and weight similar to D1 teams as listed in the Ages and Weights Section.
10. A League member may register as many DI teams in an age group as it wishes. Any League member that declare multiple DII teams must have a DI team in that age group.
11. A line shall be drawn through the space immediately under the last name on the roster to ensure the proper identification of players added after the third Sunday in August.
12. To certify new players to the roster, the Association President or his assigned representative shall present to the Chairman or his assigned representative, the birth record, picture and duplicate copy of the roster on which the new player shall play. The information on the player shall be inserted on the original and duplicate. The entry shall be dated and initialed by the Chairman or his representative. This is to be done on Wednesdays preceding the last Saturday in August to the third (3<sup>rd</sup>) Saturday in September at a time and place designated by the Chairman.

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## DIVISION I AGES AND WEIGHTS

The name, weight, age, and control date for each Division of the league are as follows:

Age	Base Weight	Restricted Weight	Control Date
5yr & Under	75 lbs	>75 lbs	Must turn 5 before 12/31 in the year of participation May not turn 6 prior to 8/1 of the year participating
6yr & Under	85 lbs	>85 lbs	May not turn 7 prior to 8/1 of the year participating
7yr & Under	95 lbs	>95 lbs	May not turn 8 prior to 8/1 of the year participating
8yr & Under	105 lbs	>105 lbs	May not turn 9 prior to 8/1 of the year participating
9yr & Under	115 lbs	>115 lbs	May not turn 10 prior to 8/1 of the year participating
10yr & Under	125 lbs	>125 lbs	May not turn 11 prior to 8/1 of the year participating
11/12yr & Under	145 lbs	>145 lbs	May not turn 13 prior to 8/1 of the year participating

## DIVISION II COMBINED AGES AND WEIGHTS

The name, weight, age, and control date for each Division of the league are as follows:

Age	Base Weight	Restricted Weight	Control Date
5/6yr & Under	85 lbs	>85 lbs	May not turn 7 prior to 8/1 of the year participating
7/8yr & Under	105 lbs	>105 lbs	May not turn 9 prior to 8/1 of the year participating
9/10yr & Under	125 lbs	>125 lbs	May not turn 11 prior to 8/1 of the year participating
11/12yr & Under	145 lbs	>145 lbs	May not turn 13 prior to 8/1 of the year participating

Example: A player with a birthday of August 1, turning 8 will play with the 7 year olds. The age the player is on July 31 is the group with which they will play.

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1. Players will be officially weighed prior to each game. All players whose weight is above the designated Base Weight for their age group, as set forth in the above chart, shall be designated as “Restricted Players” and wear a sticker on the back of their helmet. The design of the sticker shall be decided by the League.
    - a. Restricted Players:
      - i. shall be restricted to playing in a three or four point stance as a down lineman position from tackle to tackle when on offense EXCEPTION 5 & 6 year old teams line players may take a two-point football stance (feet parallel to the line, knees bent) but may not take a sprinter’s stance nor stand straight up
      - ii. shall be restricted to playing in a three or four point stance as a down lineman position between the outside shoulders of the offensive tackles when on defense. EXCEPTION 5 & 6 year old teams line players may take a two-point football stance (feet parallel to the line, knees bent) but may not take a sprinter’s stance nor stand straight up
      - iii. may play on the kick return team, but not on kick off teams
      - iv. may not run the ball, play as a receiver or advance the ball on the kick return team
      - v. may recover fumbles or intercept passes, but may not advance fumbles or intercepted passes
      - vi. may punt and/or kick extra points or field goals, but may not kick-off, advance the ball as a runner or when serving as the kicker or holder act as a lead blocker on special teams
    - b. The ball will be considered immediately dead when in possession of a Restricted Player.
    - c. It is the responsibility of the head coach to maintain the weight Restricted Player’s League approved sticker on their helmets.
    - d. A Restricted Player may not participate in a game without a Restricted Sticker affixed to his helmet or a replacement helmet required when the original helmet is rendered unfit for play.
    - e. Intentional removal of the League approved sticker and subsequent illegal participation by a Restricted Player may result in game(s) suspension of the affected player and head coach and game forfeiture.
    - f. Violation of positioning of a Restricted Player or failure of a Restricted Player to be in the required stances will be an illegal participation foul with a penalty of five (5) yards for the first infraction per team and fifteen (15) yards for subsequent infractions.
  2. A player may participate at the appropriate position anytime they make weight during the season.
  3. At the time of certification a team must be declared as D1 or D2 and cannot be changed after the initial certification.
  4. There will be a minimum of four D2 teams required in an age group per Division to form a D2 schedule. If less than four teams exist than the Commission shall either
    - a. Move the D2 teams in that age group to D1 play making those teams eligible for the D1 Super bowl. or
    - b. Move the D2 teams up one age group in D2.
- It is each member league member’s responsibility to inform the parents of this possibility at the time of registration.**
5. Should the Executive Commission be required to investigate an illegal or improperly documented player the Executive Commission shall suspend the player during the course of the investigation should appropriate Original Documentation not be available. The investigation must be completed in no less than ten business days to allow for receipt of legal documents. Should the Executive Commission determine a player is illegal the player will be immediately suspended for the balance of the season, the Executive Commission will investigate to determine if the Head Coach had direct or indirect knowledge of the violation. If the Executive Commission determines the Head Coach or any member of the Coaching Staff had knowledge the Executive Commission may immediately suspend any Coaches for a period up to and including 1 calendar year. Suspension recommendations over 1 year will be presented to the Full Commission for review.
  6. D1 teams shall be for 5 -12 year old players. D2 teams shall be for the 5 – 12 year old players in combined age groups.

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## PENALTY PROCESS/COMMISSION RESPONSIBILITIES

- 1) Any Commission Member, Coordinator or Association President shall have the right to report a violation of the By-Laws or Playing Rules to the Commission by e-mailing or calling the Secretary. Said notification should specify the nature of the violation and when it occurred.
- 2) The Secretary shall review the By-Laws and Playing Rules and determine what penalty is associated with the specific violation.
- 3) VIOLATION WITH SPECIFIC DOLLAR FINE:
  - a) If the Secretary determines that the violation has a specific dollar fine associated with it, as listed in the Bylaws or Playing Rules, within 36 hours of receiving the notice the Secretary shall notify the President of the Association where the violation occurred & all members of the Commission that a violation has been reported and the fine amount. If the violation is against a coach it shall be the responsibility of the President to notify the coach of the violation.
  - b) An organization or coach shall have 48 hours to appeal the notice of violation & fine and respond by e-mail to the Secretary any extenuating circumstances that may have caused the violation.
  - c) The Chairman shall have the authority to rule on the appeal based on the original notice of violation and appeal letter or if he determines more information is needed may investigate in any manner he feels necessary to determine all the facts. Once the Chairman receives all the information necessary he shall rule on the appeal.
  - d) Any appeal of the Chairman's decision shall be as outlined in the Arbitration Procedure.
  - e) If there is no appeal or after the Chairman makes the final decision and upholds the fine, then the Treasurer shall be notified and shall levy the fine.
- 4) VIOLATION WITH OUT A SPECIFIC DOLLAR FINE:
  - a) If the Secretary determines that the violation has no specific dollar fine amount associated with it, as listed in the Bylaws and Playing Rules, within 36 hours of receiving the notice of violation, the Secretary shall notify the Chairman of the issue.
  - b) The Chairman shall determine the nature of the penalty based on the notice. The Chairman shall have the authority to:
    - (i) Issue a fine against the Association or Coach up to \$200.00 and/or
    - (ii) Issue a one (1) week suspension of a coach, board member, spectator or parent
    - (iii) Call a meeting of the commission or the league to review the violation and determine if a more severe penalty than listed in (i) or (ii) shall be levied.
  - c) If the Chairman calls a meeting of the Commission to review the violation, after review, the Commission shall have the authority to:
    - (i) Issue a fine of up to \$500 against an Association or Coach
    - (ii) Suspend a Coach, board member, spectator or parent for the balance of the season.
  - d) If the Chairman calls for a meeting of the League to review the violation, after review, the League shall have the authority to take any action it determines to be in the best interest of the League as defined by the Constitution, Bylaws and Playing Rules.
- 5) If the penalty is to be issued against an ASSOCIATION, in addition to any fine the League may also place any association on the following Probationary status:

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- a) Level 1: Loss of Voting Rights for no less than the remainder of the season and not to exceed two (2) full seasons.
  - b) Level 2: Loss of Voting Rights for no less than the remainder of the season and not to exceed two (2) full seasons and loss of all home post season games. These games will be played at the opponent's field.
  - c) Level 3: Loss of Voting Rights for no less than the remainder of the season and not to exceed two (2) full seasons, loss of all home regular season and post season games.
  - d) Any League member placed on Probation twice in a four year period shall forfeit any and all NWGYFL refunds for excess funds paid to League members.
- 6) If the penalty is to be issued against a Coach, in addition to any fine (up to \$500) the League may also place any Coach on the following Probationary status:
- a) Level 1: Any fines received for Bylaw infraction shall be increased by \$25 per occurrence for the duration of the Probation.
  - b) Level 2: Any fines received for Bylaw infractions shall be increased by \$25 per occurrence for the duration of the Probation, loss of all home post season games, these games will be played at opponent's field.
  - c) Level 3: Any fines received for Bylaw infractions shall be increased \$25 per occurrence for the duration of the Probation, loss of all home regular season and post season games.
  - d) Any coach placed on Probation twice in a four year period shall not be allowed to coach the following year with any League Member.
- 7) If an Association, Coach, Board Member, Spectator or Parent wishes to appeal a penalty levied by the Chairman or the Commission, they shall use the Arbitration Procedure. There is no appeal of a League decision.
- 8) Any adult suspended from participation in the League for violation of any Safety or Sportsmanship Bylaws may be required, by determination of the Commission to complete a Coaching Principles course. This course may include the Georgia High School Association (GHSA) Coaches Education and Training and Testing Program required by the GHSA for lay (community) coaches or any other similar Coaching Principles course. The Adult shall be responsible for all costs incurred in taking the course.
- 9) Any team found to have used an ineligible player shall automatically forfeit all games in which such ineligible player participated. The Commission shall investigate the circumstances and if a Coach or President knew the ineligible player was being used, the Chairman shall determine any penalty as outlined above.
- 10) Any player, Coach, League Member Representative, or League Member found to have misrepresented or attempted to misrepresent any records, the Chairman shall determine any penalty as outline above.