



National Capital Soccer League

New Club Application Instructions

National Capital Soccer League, Inc.
New Club Admissions Committee
P.O. Box 1519
Manassas, VA 20108

Revision History

| Date | Version | Author/Editor | Comments |
|-------------|----------------|----------------------|---|
| 11/1997 | V1.0 | NCSL | Original document |
| 5/2002 | V1.1 | SH (HERN) | Revised "50 teams" to "60 teams" |
| 5/2002 | V1.2 | SH (HERN) | Changed "Quantity" to "Quality" (see p.5) |
| 6/2003 | V1.3 | SH (HERN) | Spruced up logo graphic, updated copyright, Added notice of 3/27/03 rule change |
| 7/2003 | V1.4 | RG (VP, NCSL) | Minor revisions and reformatting for web |
| 7/2003 | V1.5 | SH (HERN)/NCSL | Moved Attachment I inline with text |
| 10/2004 | V2 | RG | Corrected mailing address |
| 10/0007 | V3 | KS | Application Fee Increase |
| 3/2008 | V4 | KS | Number of Active Teams added U9s & U10s |
| 4/2010 | V5 | RG/DT | Updated minimum number of team required |
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New Club Applications

The primary purpose of the NCSL is to provide a very high quality, competitive soccer league in which young male soccer players can have their talents developed to the greatest possible extent. The member clubs of the NCSL share this common interest. From time to time, the NCSL Board will admit new club into the league when doing so, in their judgment, will further the league's objectives.

In general, the NCSL would like strong member clubs that are actively forming new young teams and developing their players. The interests of the league are generally not served by clubs that draw their players from a very small population or compete with current member clubs for players from a modestly

sized service area. We seek thriving clubs that are well organized and committed to player development, clubs that have access to quality soccer fields, and clubs that will support the NCSL Rules & Procedures, and most importantly, support the Leaders, Players, and Parents Codes of Conduct.

I. Application for NCSL Membership

To be considered for membership, a club must submit an application that fulfills all of the requirements described in Attachment I. The application, along with a non-refundable processing payment of \$500, must be submitted to the NCSL President.

II. Application Review Process

Upon receipt, the NCSL President will forward the application to the Chairman of the New Club Admissions Committee (NCAC). At the same time, the NCSL President will notify member clubs about the application and encourage interested member clubs to submit their views to the NCAC. The NCAC will review the application for completeness and will identify any shortcomings to the applying club.

In addition, the NCAC may request additional information it believes is pertinent to its deliberations. At its discretion, the NCAC will undertake whatever review steps it believes are prudent. This may include, among other things, meeting with club officials, visits to the club's fields, and conversations with knowledgeable sources.

Failure to provide complete application information may result in denied applications.

At the end of the review process, the NCAC will meet and formulate a recommendation for the NCSL Board. At the Board meeting in which the application is scheduled for discussion, the NCAC will present a summary of the application and its findings, and will provide its recommended motion. The Board will discuss and vote on the motion. The Board can take whatever action it believes is prudent including referring the application back to the NCAC for further review. The applicant will be kept appropriately informed throughout.

III. Considerations

The many factors that are involved in making a decision of this kind are too complex to lend themselves to precise specification. However, all of the information requested in the application is pertinent to this decision. In particular, the NCAC will consider the following:

- number of active clubs
- travel time to the club's fields
- number and quality of playing fields
- quality teams and coaches
- certified referees
- commitment to a quality program for player development
- a program to develop club coaches and to review and approve coaches
- an appropriate code of conduct for players, team officials, and spectators
- evidence that the youth participation in the area it serves is sufficient to support at least one team in each age group without engendering non-productive competition with an existing member club
- other unique factors brought to the attention of the committee

Number of Previously Existing Travel Teams

In order to insure that only competitive clubs petition to join the NCSL, all new clubs must have a minimum of five existing teams for which records can be provided (excluding U9's and U10's) documenting their play. Two of the five teams must be U14 or older. Black and white copies of the official, stamped, state-approved roster from the state in which the club resides will suffice as evidence of compliance with this rule. The roster copies are retained in the league files, but are not distributed, published, or made public in any way. The applying club must provide a written statement of the won-loss-tie record of the three teams with the application to join NCSL.

Applying clubs must also provide evidence that they own or are authorized permit-holders for at least one field of the appropriate size for every four teams that will play in NCSL. For example, if the applying club will have two U9 teams, one U11 team, two U12 teams, and a U16 team, the club will need to provide evidence that they have at least one small-size field and one large-size field.

Number of Active Clubs

Currently, each age group is capped at a maximum of sixty (60) teams. A reasonable balance must be maintained between this limit and the number of active club members.

Travel Time to the Club's Fields

The concern is not where the club is located, but how long it will take NCSL teams to travel to the club's fields. Obviously, distant applicants would be looked upon more favorably if their proposed playing fields were closer to the NCSL geographic center.

Number and Quality of Playing Fields

Current minimum field requirements are prescribed in the NCSL Rules & Procedure Manual. Guaranteed access to high quality, well drained fields is a significant consideration.

Quality Teams and Coaches

The club must provide evidence that it can field and sustain teams and coaches that are of a quality consistent with NCSL's objectives.

Certified Referees

Qualified, certified referees are increasingly difficult to find. Clubs that can add to this pool will be looked upon favorably.

Commitment to Player Development

- A program to develop club coaches and to review and approve coaches
- An appropriate Code of Conduct for players, team officials, and spectators

- Evidence that the youth participation in the area it serves is sufficient to support at least one team in each age group without engendering non-productive competition with an existing member club

IV. Application Requirements

Submittal Requirements

- Cover letter signed by an appropriate club officer requesting consideration for membership
- Application information
- Non-refundable application fee of \$500

Submittal Address

National Capital Soccer League
P.O. Box 1519
Manassas, VA 20108-1519

Application Information

- Summary of the club case for NCSL membership
- Brief background and history of the club, including the club's purpose and objective
- Summary of the club's current teams, their competitive strengths, and the qualifications of their coaches
- Description of the club's developmental program for players and for forming new teams
- Description of the locations, quality and access to proposed playing fields
- Club demographics (e.g., youth population it serves and relationship to other soccer clubs in the geographic area)
- Availability of qualified referees
- Requirements for club coaches

Attachments

- List of club officers and board members
- Club articles of incorporation and by-laws
- Club policies and procedures
- Club Codes of Conduct for Leaders, Players, and Parents
- Roster copies for three existing boys travel teams
- Additional pertinent club documentation (if any)