



October 16, 2019

# **Indoor Manager's Meeting**

**2019 – 2020 Season**



October 16, 2019

# Agenda

**Welcome**

**CUSA Program Reminders**

- 4 Programs: 1 Season

**Referees & Laws of the Game**

- Updates to the Indoor LOTG

**CUSA Outdoor Award Pickup**

# CUSA Trivia

	Men's	Co-Ed	Futsal	8v8	Total
# of Teams	111	65	14	55	245
# of Divisions	13	9	2	8	30
# of players expected	2331	1452	320	1155	5258
# of registered coaches	200	103	24	51	378
# of league games	1016	574	112	429	2131
# of Officials					782
# of days in a season	119	119	47	71	119
# of games on a weeknight	42	16	2	12	72
# of games on a weekend	16	17	6	12	51
# teams in multiple programs	28 (2)	2 (3)	202 (1)	232 unique teams	

Program	Boarded		Futsal		8v8
Venue	Calgary Soccer Centre Calgary West Soccer Centre Genesis Centre		Ambrose University VIVO Centre – Blue Gym		Foothills Fieldhouse
Field Size	180' X 84'		91.9' X 49.2'		210' X 116.8'
	54.9 m X 25.6 m		28 m X 15 m		64 m X 35.6 m
Divisions	Men's	Coed	Men's	Women's	Men's
	Provincial Non-Provincial Open Men's Masters Over 45	Competitive Intermediate Recreational	Tier 1 to Nationals Intermediate	Competitive	Competitive <ul style="list-style-type: none"> <li>• Open</li> <li>• Masters</li> </ul> Intermediate Recreational <ul style="list-style-type: none"> <li>• Open</li> <li>• Masters</li> </ul>
Roster Fees	included		Dec 15 <sup>th</sup>		Dec 15 <sup>th</sup>
Season Start	November 1	October 28	November 4		November 2

# Facility Reminders

Drinks to be consumed in pub  
not change rooms.



**Teams are to use rooms assigned**

- Not all rooms have showers.
- Rooms are assigned based on entire facility schedules not a specific time frame.
- **No Showers** are available for following fields:
  - Genesis Field #2
  - All Annex Fields

# Conduct within Facilities

Incidents whereby staff identify unruly team/player conduct.

**Unruly** defined as:

including, but is not limited to; spectator conduct, swearing in public areas, alcohol consumption, staff harassment, etc...

Guidelines given to staff:

- To request that the Team Representative (Coach or Manager) identify themselves
- Team Representative will be point of contact between staff the individual(s) involved
- Team Representative will relay instructions of staff.
- If a Team Representative does not follow instructions of facility staff, further action will be taken up to and including the activation of CPS and/or Corporate Security.

Players who are sent off are often emotionally charged. Once these individuals have left the field of play, they will be considered members of the public. If a Team Representative must escort a sent-off player to the locker room (or away from the pitch) in order to ensure their player behaves, then that should be done.

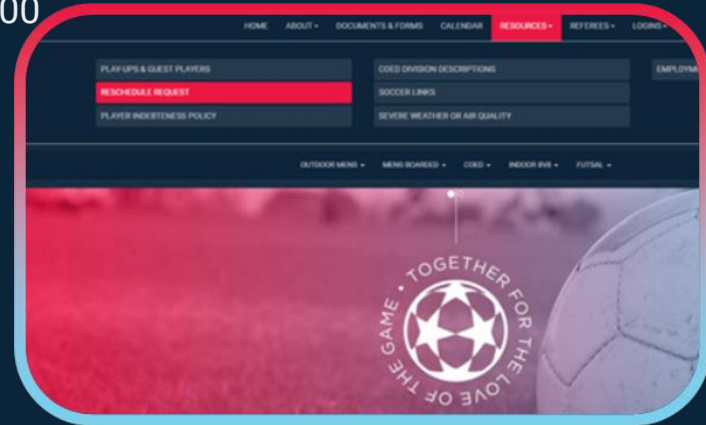
# Rescheduling

The City of Calgary field return policy is a minimum of 30 days notice. This includes indoor and outdoor venues.

This means that the league must return an unused field more than 30 days prior to the permit date otherwise the league is charged for the field's usage.

As a result, the Rescheduling Policy and Procedure, Reschedule Charges and Forfeiture Fines have been updated to reflect these changes:

- More than 30 Days – No Charge
- Less than 30 Days but More than 3 Business Days - \$150.00
- Less than 3 Business Days - \$300.00



# Inclement Weather Travel Procedure

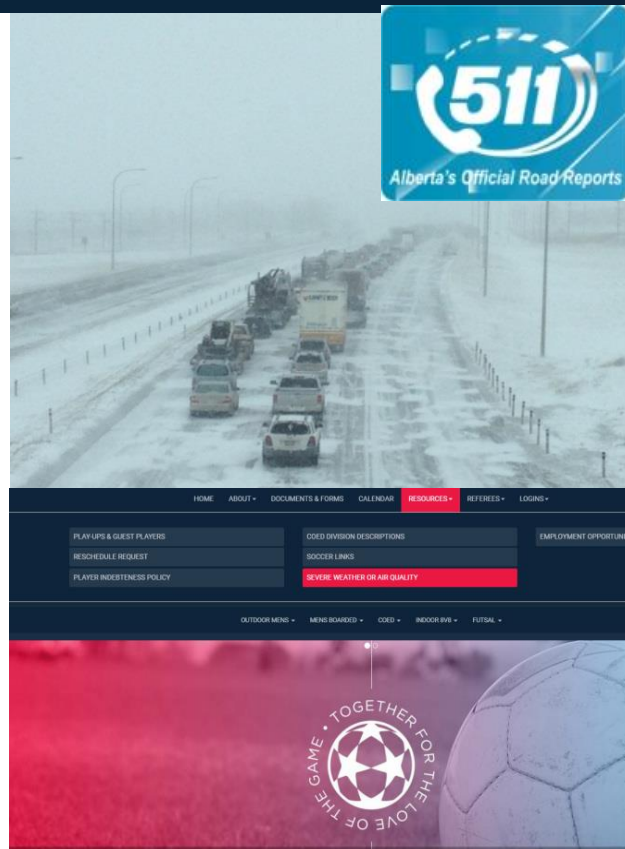
## CALGARY UNITED SOCCER ASSOCIATION INCLEMENT WEATHER TRAVEL PROCEDURE

### Overview

Teams participating in Calgary United Soccer Association (CUSA) are expected to play all of their games; however it is not required nor expected of our teams to travel on highways inside or outside of the City of Calgary during extreme winter weather conditions. CUSA does not want to put any Coach, Player, or fan in a situation where they do not feel safe driving to a game and we encourage teams to use their best judgement when evaluating road safety. We encourage coaches to use road condition updates provided by the Government of Alberta along with Travel Advisories issued by local police and RCMP as resources when determining if travel is safe.

### 2) Process for Road Closures and Travel Advisories

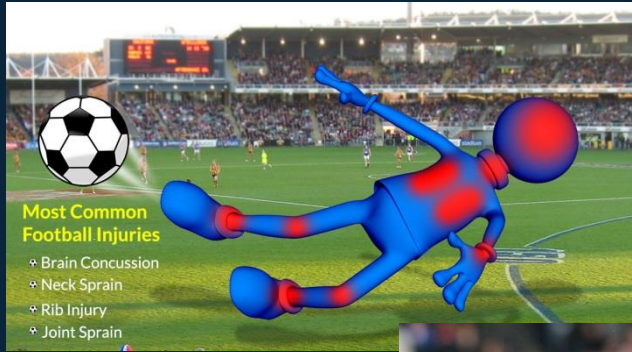
- a. The Alberta Road Report can be found at [www.511.alberta.ca](http://www.511.alberta.ca). If the major highway is listed as closed or a travel advisory is announced within 4 hours of the game time, the game will be cancelled/postponed. Best efforts will be made by the league to have the game rescheduled; however field availability and timing in the season may prevent the game from being played.
- b. The Travelling Team is responsible for notifying the following;
  - i. CSF Referee Scheduler – [ref.scheduler@soccerrefs.ca](mailto:ref.scheduler@soccerrefs.ca)
  - ii. CUSA office – [info@cusa.ab.ca](mailto:info@cusa.ab.ca)
  - iii. Opponent – Each team has been provided the contact list for all CUSA teams.



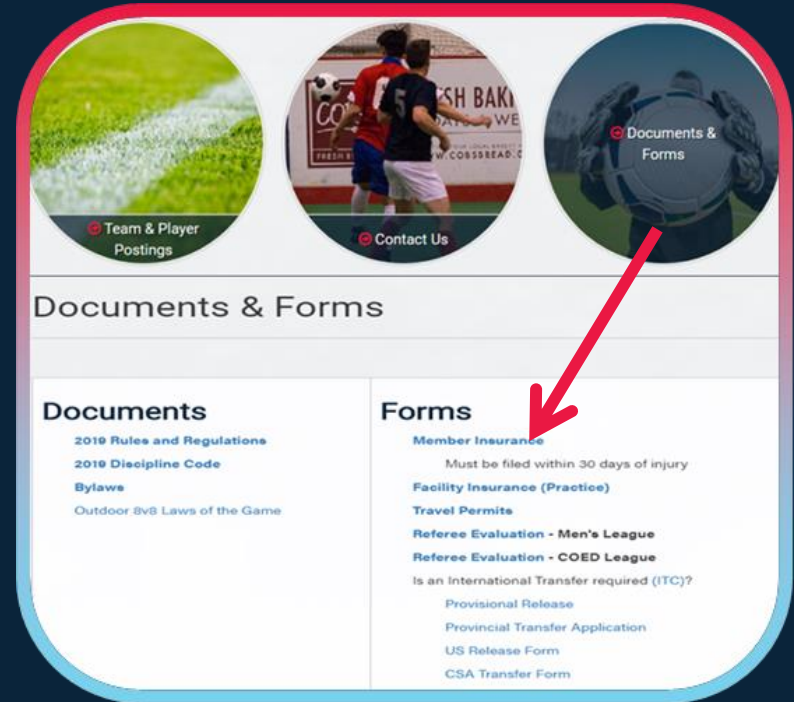


# Insurance

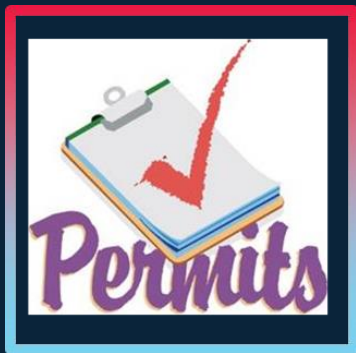
Alberta Soccer covers its Members with Commercial General Liability, Sport Accident and Excess Travel (out-of-country is now a mandatory purchase) Insurance protection.



**30 days** from injury to submit a claim or notice of injury.



# Travelling to A Tournament?



## Travel Sanctioning

For questions and/or concerns regarding Travel Sanctioning, please contact Darron Bunt, [competitions@albertasoccer.com](mailto:competitions@albertasoccer.com)

Anytime a team travels outside of Alberta to compete in a tournament or attend a training camp, they must complete a travel permit application.

Travel permits serve three main purposes:

- They provide protection to the traveling team. Travel permits are only approved if the tournament is sanctioned by the associated Provincial, State or National Soccer Association. Restricting travel to tournaments not affiliated with a parent body reduces the risk to teams, as they know they are travelling to a real tournament with universal standards.
- They provide protection to the tournament. By requiring a travel permit, tournament organizers know who will attend their event. Travel permits reduce the risk to tournament organizers ensuring the team and players are properly registered and in good standing with their league.
- They provide protection to the players. All players and team officials attending a sanctioned event in Alberta are covered under Alberta Soccer's (ASA) insurance policy. Travel permits extend this coverage beyond Alberta's borders for the duration of the tournament

## Types of Travel Permits

Canada	United States	International	Guest Player Request
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# Player Indebtedness

The time period that a club/team can hold a player accountable for past fees, while allowing the player to continue to play, is the **past season**. **No Forced Loyalty**

2017-18 Indoor	2018 Outdoor	2018-19 Indoor	2019 Outdoor	2019-20 Indoor
Owes fees	Does not play	Owes fees	Does not play	Plays
Owes fees	Owes fees	Owes fees	Plays	
Does not play	Owes fees	Owes fees	Plays	

- Club must have a **written record** between club & player on amount of fees & payment agreement.
- A verbal agreement is not sufficient
- Agreement to be renewed each season of play.
- For a player's registration or transfer to be blocked due to indebtedness to a club the indebted club must provide the league with a list of the players to be locked prior to the commencement of the registration period for that season.
- When a player account is locked it can no longer be for a player to sign with the club that requested the lock unless:
  - Past fees are paid in full
  - Payment plan has been reached
  - Outstanding debt has been forgiven



# JERSEYS (KIT)

Every team is responsible for having two kits.



## Proper Kits

- 2<sup>nd</sup> set of jerseys in opposite color from primary set. i.e. black and white.
- All jerseys are numbered
- Each player has their own kit



## Unacceptable Kit

- 2<sup>nd</sup> set of jerseys do not have numbers
- Pinnies, duct tape
- Players sharing jerseys with subs
- Jersey's worn inside out

# Fair Play Points

The Fair Play Team Award is intended to foster the spirit of fair play for the competition. A team includes all players, coaches, and other team officials on the team roster.

All teams start off the game with a Fair Play Score of 10.

Demerits can range from -2 to -25 depending on infraction.

Teams may earn merit by submitting a referee evaluation within two weeks of the date of a game.

***Teams who receive more than 90 demerits in the season will have to meet with the discipline committee to determine what action needs to be taken to improve this and to determine their eligibility to play in the league.***

At the completion of the season, the 2 teams with the top fair play score for their division split (65/35) the Fair Play Pool for their division.

Coed awards applied to account. Men's Teams will be contacted.

# Where can I register?

A player may register on only one team per program area as outlined below:

CUSA Men's (Boarded)	CMSA	CUSA Coed	8v8	CUSA Futsal	Red Deer (another district)
<ul style="list-style-type: none"> <li>✓ Men's 8v8</li> <li>✓ CUSA Coed</li> <li>✓ CUSA Futsal</li> <li>✓ CMSA (16+)</li> </ul>	<ul style="list-style-type: none"> <li>✓ Men's Boarded</li> <li>✓ Men's 8v8</li> <li>✓ CUSA Coed (18+)</li> <li>✓ CUSA Futsal</li> <li>✓ CMSA (16+)</li> </ul>	<ul style="list-style-type: none"> <li>✓ Men's Boarded</li> <li>✓ Men's 8v8</li> <li>✓ CUSA Futsal</li> <li>✓ CMSA (18+)</li> <li>✓ CWSA</li> </ul>	<ul style="list-style-type: none"> <li>✓ Men's Boarded</li> <li>✓ CUSA Coed</li> <li>✓ CUSA Futsal</li> <li>✓ CMSA (16+)</li> </ul>	<ul style="list-style-type: none"> <li>✓ Men's Boarded</li> <li>✓ Men's 8v8</li> <li>✓ CUSA Coed (18+)</li> <li>✓ CUSA Futsal</li> <li>✓ CMSA (16+)</li> <li>✓ CWSA</li> </ul>	<p>Registered outside of Calgary.</p> <ul style="list-style-type: none"> <li>✗ Men's Boarded</li> <li>✗ CUSA Coed</li> <li>✗ CUSA 8v8</li> <li>✗ CUSA Futsal</li> </ul>
<p>Guest player rules apply based upon age and division of registration.</p> <p><b>CLUB TIED in Open</b></p>	<p>Guest player rules apply.</p> <p>(16 yrs of age)</p>	<p>Can only guest if registered in Coed.</p>	<p>Can use guest players (2/game max) from Boarded or Coed. Player can guest 3 times in total before registering.</p>	<p>Can use guest players (2/game max) from Boarded or Coed. Player can guest 3 times in total before registering.</p>	<p>Cannot guest between two districts.</p>

# Guest Player

## Boarded Program

- Open Division – Club Players
- Provincial Division registered player – Provincial Division guest.
- CMSA players 16+ may guest 6 times per team, Open Division.
- Masters 6 times per team.
- Over 45 unlimited.

## 8v8 Program

- No intra divisional guest playing
- NOT Club Tied (currently)
- Masters Competitive cannot guest into Open Recreational.
- CUSA registered players in Coed, Boarded or Futsal may guest 3 X
- CMSA players 16+ may guest 6 times per team, Open Division.

## Futsal

- No intra divisional guest playing
- CUSA players registered to Indoor Boarded, Coed or 8v8 may guest a maximum of 3 times.
- CMSA players 16+ may guest 6 times per team.
- CWSA players are not eligible to guest into Futsal.

## Coed

- Guest players are only permitted from other teams in their same grouping.
  - Competitive Division may use a guest player from Intermediate Division up to 6 times in total for the season.
- Players may be a guest player 6 times per team only in a season.
  - Competitive Division player may guest player to another Competitive Division team no more than 2 times per team to a maximum of 8 games in the season.
  - Competitive Division teams may use up to 4 Intermediate Division guest players per game. The total guest players cannot exceed 4 in total regardless of the combination of Competitive and Intermediate Division players used.
- CMSA players are not eligible to guest
- All players must be 18+



# Registration Process

New players must come in person to the office with at least one government issued photo ID **and** their registration form (available online or in office).

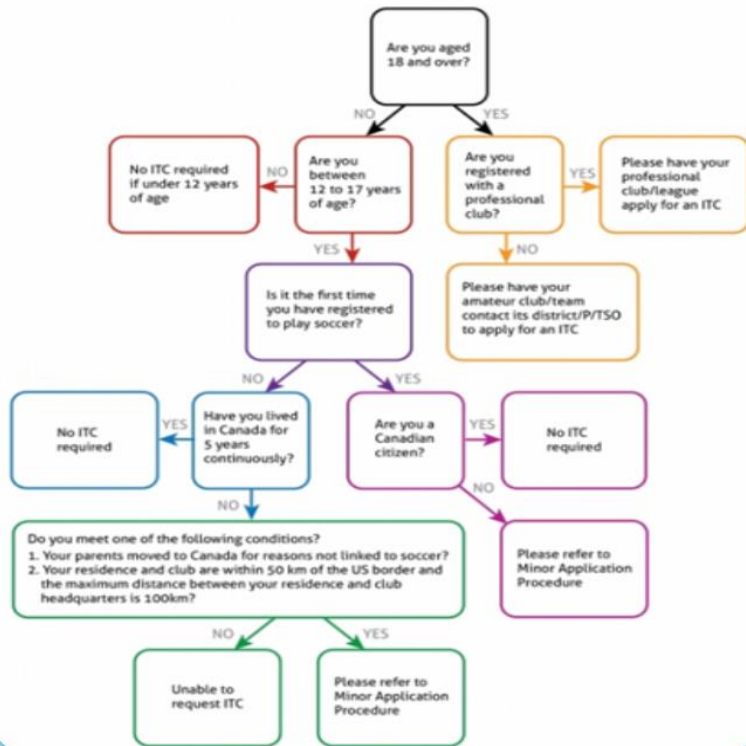
Returning individuals can **register online** or email registration in.

Returning individuals changing teams with their photo on file may have someone else pick up their new card.

Teams are responsible to ensure that the team name is correct on the ID Card.  
**NO CARD. NO PLAY. NO EXCEPTION! This includes Coaches & Team Officials!**

# Player Releases

## International Transfer Certificates (ITC)



### Arriving from outside of Calgary

- District Release

### Arriving from another Province?

- Provincial Transfer Application

### Arriving from the United States

- US Release Form

### Arriving from Outside USA or Canada

- CSA Transfer Form

If your player received a release from Canadian Soccer to train or play internationally then they need a release back to Canada before resuming play here.

# Team Manager - Player Registration

## 1. Log in under Member log in.

- Use the same log in information you created when registering the team for the season. If you forgot your PW, click reset

HOME ABOUT ▾ DOCUMENTS & FORMS CALENDAR RESOURCES ▾ REFEREES ▾ LOGINS ▾

TEAM MANAGEMENT LOGIN (COACH SCORE ENTRY)

MEMBER LOGIN

## 2. Go to Manage Team

- Option 1 Give the players the Invite Code.
- Option 2 Enter the players email and send invite to them

Team	Adelle's Test Team
Invite Code	bccc0

# Player Registration Steps

1. Log in to Member Account
2. Register to a Team
3. If using the invite code – enter code and your team will show up
4. New players will need to create an account (Add Family Member), returning players can update any change of address, email or phone numbers.
5. Review waivers and sign at the bottom
6. Click submit and the process is don.

Players can still submit waivers in the office.

First time registrations will need to come to office with photo ID to complete registration before their first game.

Players must register for each program they are participating in.

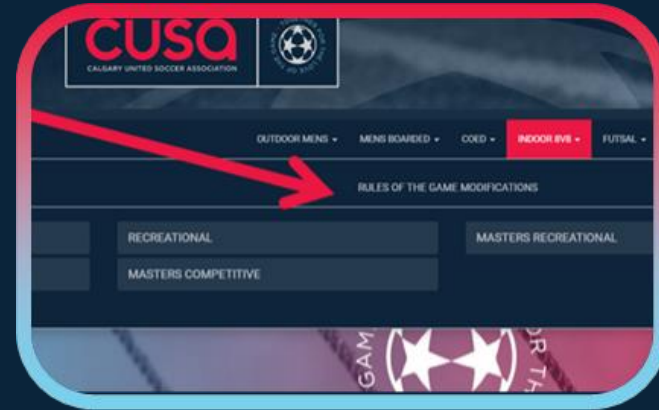
# Player Cards

	Club Name	Club - Futsal	Club – 8v8
ID Cards	\$20 new card \$25 replacement card	\$5 new card with Boarded card \$20 new card if no Boarded card	\$5 new card with Boarded card \$20 new card if no Boarded card

- All players and team officials **must** have a CUSA issued ID card to present at the field for each game they appear on the game sheet. To be at the team bench an ID card **must** be presented to the match officials prior to KO.
- Should a player who is also a team official choose to have only one card and receives a suspension that player/coach will not be eligible to get an additional card until the suspension is served. (existing rule).
- Players or coaches who are registering in more than one program, if identifying it at time of purchase, will get cards for additional programs at a discounted price. No refunds will be issued on purchases where this was not disclosed.

# Rule Changes – 8v8 Program

- The offside rule which was previously used is no longer in effect. **NO offside.**
- Goalkeepers can play the ball out in whichever way they want, including punting/drop-kicking.
- Goal kicks may now first-bounce anywhere on the field, no restrictions
- If a player is sent off, their team is not reduced in numbers on the field, but the player takes no further part in the game and is subject to sanctions as per the CUSA Discipline Code. Teams who receive more than 2 red cards in the same game will mandatorily appear at a Discipline Hearing and could face further sanctions.



# Discipline

- A suspended player would serve their suspension in the program area in which it was earned unless the Discipline Committee deems it an ***All of Soccer*** suspension.
- Any infractions against a match official will be considered an ***All of Soccer*** suspension.
- Players or coaches who are not in good standing in one program area ***may not*** be eligible to register in another program until the suspension is completed.
- Players or coaches that accumulate 3 or more red cards across two or more program areas ***may be*** invited to attend a discipline hearing to discuss their actions. Does not include those dismissals for double cautions or DOGSO.

# Discipline Records

Misconduct\*



- Tracking of accumulation of Yellow cards remain with the team/player to be aware.
- Cards are posted on the website as the game sheets arrive in the office.



# GAME SHEET INFORMATION

After a game is over it is up to the Coach, Manager or Captain to ensure that the information on the copy you receive back is correct. The Game Sheets are Official once they are signed by the official and leave the field.

This includes:

- Who received a yellow/red card in the game
- Who scored the goals in the game
- Who played/Who did not play
- Who were guest players
- If an opposing team has challenged the identity of a player
- Who can be on the team bench as a Team Official

Official Game Sheet form from CUSA (Calgary United Soccer Association). The form includes fields for Date, Game Time, Location, Regular League, Other, Division, Team, Opponents, Goals, Fair Play Rating, and Referee Signature. A red arrow points to the 'PRINT IN ALPHABETICAL ORDER' section, which contains a table for recording player information.

Yellow Card	Red Card	Goals	Shirt #	Ref. ✓ Card	PRINT IN ALPHABETICAL ORDER		I.D. #
					FIRST NAME	LAST NAME	
					Coach (Print): (MANDATORY)		
					Team Official:		
					Team Official:		
					Team Official:		
					1.		
					2.		
					3.		
					4.		
					5.		
					6.		

# Promotional Challenge

Teams who wish to participate within CUSA's Promotional Challenge must submit a letter of intent by **January 31<sup>st</sup>**. To be eligible you must finish first in your division.

The first non-relegated teams in Division 1, 2, and 3 are required to participate if a challenge takes place. Promotional challenge games will be played in late March and early April. Challenging teams are responsible for the costs of the Promotional Challenge games.

Please refer to the Rules and Relegations for the full Promotional Challenge Rules

# Senior Provincials – March 20 - 22

Final date to withdraw from Indoor Provincials: **November 8, 2019**

Provincial Tier	2020 Location*	Roster Due
Challenge Cup	Calgary	January 31 <sup>st</sup>
Master's / Classics Major	Calgary	March 12 <sup>th</sup>
Premier	Edmonton	March 12 <sup>th</sup>
Tier 1	Edmonton	March 12 <sup>th</sup>
Tier 2	Edmonton	March 12 <sup>th</sup>
Tier 3	Calgary	March 12 <sup>th</sup>
Master's / Classics Premier	Calgary	March 12 <sup>th</sup>
Futsal Men's (March 7-9)	Calgary	League Roster

# Senior Provincials (cont.)

Teams that do not opt out of Provincials are expected to compete should they qualify. Failure to attend Provincials will result in an ASA Fine of \$2,500 **AND** additional discipline from CUSA.

## CUSA Representatives will be:

Challenge Cup 3 top teams Boarded Major

Premier 2 top teams Boarded Premier (excluding EMFC Crew)

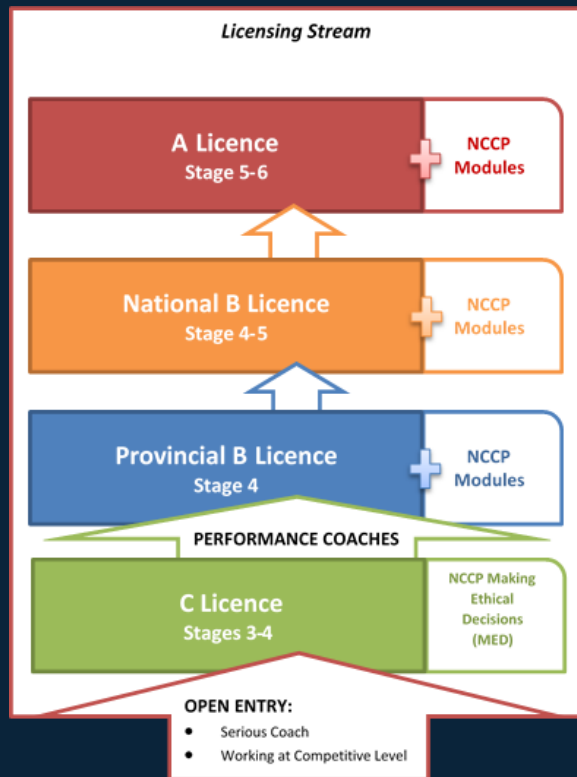
Tier 1 - 3 2 top teams in each Boarded Division: 1, 2 & 3.

Masters Major 1 team (EMFC Crew) Guest play in Premier

Masters Premier 2 top teams Boarded Masters Premier

Futsal Men's Playoff between 6 teams (excluding SALT and Ambrose)

# Coaching Qualifications



## In Provincial Divisions:

- All team staff must have a District Photo ID
- All team staff listed on a Provincial Championship roster are required to obtain Criminal Record Check Clearance (every three years)
- One staff member must fulfill the coaching requirement for the appropriate level as per the chart below:

Competition	Coaching Requirement
Men/Women Major	Full Community Coach Certificate OR Soccer for Life + MED
Masters/Classics Major	Full Community Coach Certificate OR Soccer for Life + MED
Premier and Lower	NONE

ASA removed from rosters all team officials who did not meet this requirement for the Indoor Provincials.

## Men's Futsal Teams – Provincial Division

At least one member of your team staff must have completed the CCES E-learning ([www.cces.ca](http://www.cces.ca)). A copy of the CCES certificate for the courses will be required to be submitted along with your team registration for the CSA Competition.

True Sport Clean 101 and the Role of Athlete Support Personnel Course. The team that qualifies will need to have their captain also complete the course prior to the championship.

# Roster Change Deadline



January 31, 2020 is the deadline for:

- Player Transfers
- Removed Players from Rosters
- Submission of valid police clearances for all provincial division team officials

You can still add players after this date if your roster does not have the maximum 25 registered players.

Any player removals **must** be done in writing. Please email the office with the individuals you would like to remove off your roster before the deadline!

# Website Option

Premier - PASS FC United

GAMES

STATISTICS

ROSTER

STAFF



Premier - EMFC Boom

GAMES

STATISTICS

ROSTER



Premier - United Nova FC

GAMES

STATISTICS

ROSTER



To have your team logo entered onto the website email a png or jpg version to CUSA.

# Indoor Nations Cup



Registration for the 6<sup>th</sup> Annual Indoor Nations Cup for returning teams will begin in mid-January

New team registration will begin in February

To get on a mailing list for the Indoor Nations Cup, please contact the CUSA Office!





# Membership Input Sought



## New Strategic Plan – Alberta Soccer

After engaging the membership, Alberta Soccer developed a new Strategic Plan to guide the Association over the next three years. The Plan will lead Alberta Soccer and its members toward its vision of creating a centre of excellence for the game and providing opportunities for all players to reach their full potential.

[Click here to view the Strategic Plan for November 1, 2019 – October 31, 2022](#)



Alberta Soccer is conducting a survey to gauge the quality of the 2019 Outdoor Provincial Competitions. We welcome and encourage you to provide your feedback to ensure the Provincial Championships continue to improve each season.

We appreciate input from all participants and potential participants, including staff, organizers, officials, coaches, players, spectators, and volunteers. We are equally interested in receiving feedback from those who did not participate in Provincials, so if you opted out of attending or didn't qualify, we still want to hear from you.

# Key Dates & Reminders



## Transfer Deadline

Last day to remove players

Notice of Intent for Promotional Challenge

6:00pm January 31, 2020



Provincial rosters are due by 2:00pm 10 days prior

Futsal Provincials (Men) March 7-9 Calgary

Provincials March 20 to 22, 2020 – Calgary & Edmonton



Balance of fees with 5% due after Oct 20<sup>th</sup>, 2019

# Players / Team Value Adds



[www.cmstc.ca](http://www.cmstc.ca)

Online booking now available



CALGARY MUSCLE AND SOFT  
TISSUE CLINIC

**Hours:**

Monday to Thursday: 8:30am to 9:00pm

Friday to Sunday: 8:30am to 4:00pm

Most Holidays: 8:30am to 4:00pm



**PROACTIVE**  
**HEALTH GROUP**

PROFESSIONAL HEALTH CARE FOR THE ACTIVE INDIVIDUAL

# Outdoor Team Awards



**Don't forget to collect your 2019 Outdoor Awards if you finished either first or second within your division.**



# Questions

# Have Great Season

Kick Off

Coed – Monday October 28

All other programs - Friday November 1

