

Becoming an Organizational Member of Utah Youth Soccer



-2023-



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Welcome to UYSA

Utah Youth Soccer Association aspires to be THE premier youth sports organization in Utah

Utah Youth Soccer Association (UYSA), is a charitable and educational organization formed to organize, advance and elevate the sport of soccer for players under the age of twenty in the state of Utah. UYSA membership consists of over 53,000 players and services over 50 clubs across the state.

UYSA was founded January 9, 1978 and holds a tax-exempt status under section 501(c)3 of the Internal Revenue Service Code. UYSA is considered a charitable institution under the Utah State Tax Commission code.

Understanding the Governing Bodies of Soccer





Why should I register with Utah Youth Soccer?

As an organization apart of Utah Youth Soccer Association, your club will have the right to participate in all the sponsored or sanctioned activities. These benefits include:

1. Online Registration

- UYSA has exclusive rights to one of the best online registration database for sports management. Meaning, members are provided with an easy to use system that provides player registration, scheduling, fee collection, and risk management.

2. Insurance Coverage

- All players, coaches, team administrators, and referees who register with UYSA are provided a secondary insurance for any accidents that may occur at sanctioned activities while registered for the current seasonal year.

3. Coaching Education

- Utah is home to some of the most qualified and elite coaches who are here to help develop players and other coaches.
- Coaching education courses are under the direction US Soccer's National Coaching Schools.
- Coaching courses are instructed by an elite staff of instructors.

4. Programs

- Each member organization has access to the following programs to enhance their player's soccer experience.
 - UYSA Leagues
 - State Gaming Leagues
 - Southern Utah League
 - Desert Conference
 - Recreation
 - TOSH State Select
 - TOPSoccer
 - State Tournaments
 - Club Sanctioned Tournaments

5. Risk Management

- UYSA provides background checks on all coaches and team administrators. Background checks are ran every 2 years at the time of registration.

6. Marketing Opportunities

- Member Organizations have the following advertisement opportunities provided by UYSA:
 - Tryouts postings on UYSA website*
 - Player Requests on UYSA website*
 - Email blasts to UYSA members for sanctioned tournaments*

*All advertised information must be approved by UYSA CEO

7. Administrative Support

- UYSA offers a full-time office staff based in Sandy, UT that manages the day-to-day operations.



Online Registration

Utah Youth Soccer Association requires all players, coaches, referees and volunteers to register each year in UYSA's state online management system (SOMS).

Utah's current online management system is provided by Affinity Sports. This registration system is free of cost to organizational members.

Each player, coach, and volunteer registers directly to their organization's registration pod through the club specific registration URL.

All players will be able to register with their club and complete payment online using Affinity Sports' registration management system.

All coaches and volunteers will be able to register online using the Affinity Sports' registration management system.

All coaches and volunteers will receive background checks after they complete their registration. Background checks are ran every 2 years.

Insurance Coverage

Each member of Utah Youth Soccer is covered through two different types of insurance.

General Liability

Through Utah Youth Soccer Association, its affiliated associations, leagues, clubs and all officers, directors, coaches, employees, teams, team officials, and volunteers while acting on behalf of Utah Youth Soccer Association at a covered activity.

Accident Liability

Insured persons include all registered team members, those players participating in approved try-outs, coaches, managers, referees, officials, and volunteers of the teams, leagues or of the association.



Coaching Education

Utah Youth Soccer Association provides in-person coaching education courses throughout each seasonal year by nationally trained and certified instructors. The coaching curriculum is based off of US Soccer's Digital Coaching Center education and training platform.

Coaching Courses are often held outside of the fall and spring season. A list of available courses can be found in the US Soccer Digital Coaching Center.

Coaching in a UYSA League

Any coach involved with teams competing in a UYSA operated and managed league is required to have a minimum of a Grassroots License.

A head coach participating in the Premier league is required to have a USSF D License.



Programs

- UYSA Leagues
 - Premier League
 - The PL is a league operated and managed by UYSA for Competition Teams wanting to compete at the highest level statewide. This league is year round.
 - SCL, IRL, X-League
 - The State Competition League (SCL), is a league for Competition Teams wanting to compete at the second highest level from the Premier League. This league is administered for fall and spring seasons.
 - The Inter Regional League (IRL) is a league for Competition Teams that want to compete at a regional level. This league is administered for fall and spring seasons.
 - The X-League (XL) is a league for Competition Teams in the U-9 through U-12 age groups that want to prepare for competition in the SCL or IRL. This league is administered for fall and spring seasons.
 - Southern Utah Inter Regional League
 - The SU-IRL is a league for Competition Teams in Region 6 that want to compete at a regional level.
 - USYS NL - Desert Conference
 - Desert Conference is one of 13 Conferences under the US Youth Soccer National Leagues Program in the Multi-State Tier. The Desert Conference consists of teams primarily from Nevada, Arizona, Utah, New Mexico and Colorado. The top teams in the Conference will earn advancement to the US Youth Soccer Regional Championships, part of the US Youth Soccer National Championship Series, as well as a chance to earn a coveted spot in the National Tier of the Leagues Program, the US Youth Soccer National League.
 - Recreation
 - Recreational soccer is primarily devoted to the enjoyment and development of soccer players without the emphasis on travel or high-level competition. Recreational soccer leagues are ran by local clubs is to provide an opportunity for the participants to have fun, learn the sport and develop life skills including a lifelong love of the game.
 - USYS National League
 - The US Youth Soccer National League competition is for the nation's top teams. The NL offers additional exposure to collegiate, professional and U.S. National Team coaches and offers the highest level of competition in the country as each team must earn their place in the league.



- TOSH State Select
 - TOSH State Select is offered as a compliment to club programs as an additional resource for player development as they prepare for state, regional, national and international competitions. TOSH State Select represents the highest level of youth soccer offered in the state of Utah and is available to all [age specific] youth soccer players registered with Utah Youth Soccer. Players are selected on the basis of open tryouts.
- TOPSoccer
 - This program is designed to bring the opportunity of learning and playing soccer to any boy or girl, ages 4-99, who have a mental or physical disability, to provide meaningful learning, development, and physical participation opportunities to these young athletes through the game of soccer.
- National Qualifying Tournaments
 - State Cup
 - Presidents Cup
- Club Sanctioned Tournaments
 - Being a sanctioned and recognized tournament of UYSA entitles tournaments all of the benefits of UYSA as well as the insurance that carries over to protect players and coaches. All sanctioned tournaments have agreed to follow state guidelines and bylaws regarding tournaments to ensure that teams, districts, and leagues are working together to provide the best possible experience for you as players and coaches. Each tournament has been reviewed prior to being sanctioned and will be reviewed after the games for compliance to policies.

Risk Management

To keep all participants safe, Utah Youth Soccer provides background checks on all coaches and volunteers involved with players.

UYSA requires all coaches and team volunteers to annually complete concussion awareness training and the SafeSport training to ensure the safety of players and participants.



How to Become a Member Organization

1. Application policies can be found in UYSA Policy Section 1: Organization 1441 Application Procedures. Please read the excerpt below.

Each soccer club applying for Member Organization status must provide the following:

1. An organization wanting to become an Organizational Member must submit to the State Office the following:
 - a. An application on UYSA's standard form
 - b. Required membership fees
 - c. A copy of the Organization's bylaws, which must provide, at minimum, the following:
 - (1) A board of directors with a minimum of three (3) directors, with open and public election of such directors
 - (2) The following officer positions appointed by the board of directors: President, Risk Management Coordinator, and Treasurer
 - (3) The following limitations on filling board and officer positions:
 - a) An individual may not occupy more than one board and/or officer position simultaneously; and
 - b) No member of the household of an individual serving in a board or officer position, may simultaneously occupy a board or officer position.
 - (4) Use of Roberts Rules of Order
 - (5) A bylaw requiring the keeping and posting of board meeting minutes and financial statements
 - (6) Club Development Plan
 - (7) A definition of a voting membership, which can be coaches, parents, or some other system for allowing the interests of all members to be represented
 - (8) Provision for an Annual General Meeting and bylaw revisions
 - (9) Board terms, duties, and method of election
 - d. Evidence of non-profit status with the IRS

After completion of all documents and official review meeting with UYSA representative, the appropriate Regional Director and UYSA staff member will review Organizational Member application and the Board of Directors will vote to approve or deny the application. The applicant is required to be at the board meeting in which they are being discussed to help answer any questions.

Please send all paperwork to UYSA's Member Services Manager Carly Brown.
cbrown@utahyouthsoccer.net



Organization Membership Application

**To download your own application, visit the UYSA website – About – Resource Center



Utah Youth Soccer Association
 9159 South State Street
 Sandy, UT 84070
 P: 801-307-5150
 F: 801-998-8421

Organizational Member Application

Organizational Information			
Entity Name			
Headquarters Street Address		City	State
Annual General Meeting Details			
Date			
Time			
Location			
Responsible Directors			
President*	Name	Phone Number	Email
Director Of Coaching	Name	Phone Number	Email
Risk Management Coordinator*	Name	Phone Number	Email
Financial/ Treasurer*	Name	Phone Number	Email
Board of Director	Name	Phone Number	Email
Board of Director	Name	Phone Number	Email
Board of Director	Name	Phone Number	Email
Certified Registrar*	Name	Phone Number	Email
Field Assigner*	Name	Phone Number	Email
Referee Assigner*	Name	Phone Number	Email
Additional Required Documentation Checklist			
Documents	Date Received/Reviewed	Additional Notes	
Copy of Field Contract			
Membership Count			
Copy of Bylaws			
Copy of Proof of Non-profit Status			
By signing below, the responsible director certifies to the accuracy of the information in this application and acknowledge their responsibility to UYSA for the Organization's operations and activities.			
Signature			Date
Office Use Only			
Date Received - Completed Application			
Forwarded By			
Approval Date			
Reviewer Signature			

Utah Youth Soccer is the leader in promoting, developing and governing youth soccer in Utah; providing quality educational and developmental opportunities for all members.



UYSA Member Organization Responsibilities

Each approved Member Organization shall have the following responsibilities:

1. General

- Comply with the requirements of Section 304 of the Bylaws;
- Comply with UYSA Policies
- Have a representative at UYSA's AGM;
- Hold an Annual General Meeting and provide at least thirty (30) days' notice to its members;
- Discipline its members only after providing adequate notice and an opportunity for a hearing.

2. Reporting

- On or before July 15 of each year, the Member Organization shall provide UYSA with the following information:
 - i. A copy of its current bylaws;
 - ii. Proof of current 501(c)3 status (annual letter from IRS);
 - iii. List of current board members including names, addresses, phone numbers, and email addresses; and
 - iv. All appropriate membership fees
 - v. The name, phone number, and email address of the Member's Director of Coaching.
- A Member Organization shall immediately report to UYSA any of the following:
 - i. Loss of 501(c)3 status;
 - ii. Revocation or expiration of entity status with the state;
 - iii. Discovery of fraud or embezzlement in the Organization.



Filing as a 501(c)3 Nonprofit & Utah Charity

Application Process for 501(c)3 status with IRS

Just 4 easy steps

1. Determine if your organization is one of the following:
 - Trust
 - **Corporation**- UYSA requires Member Organizations to file as a corporation
 - Association
2. Gather your organization documents
 - Articles of incorporation for corporation
3. Determine Utah's registration requirements
4. Obtain an employer ID number (EIN) for your new organization.

Registering as a Business in Utah

You can register your business by visiting the [OneStop Online Business Registration website](#). This website will provide you registration for the following agencies:

- a. Utah State Tax Commission
- b. Utah Labor Commission
- c. Utah Department of Workforce Services
- d. Utah Department of Environmental Quality

Filing for Incorporation

1. Choose a Name (search on Utah Dept. of Commerce) \$20 fee
2. File articles of Incorporation- rules governing your organization (must be filed with the Division of Corporations) \$30 fee
3. Write your bylaws: Bylaws are like an operations manual for your nonprofit. It sets rules and guidelines for how to conduct your affairs in an effective, legal, and ethical way
4. Apply for your EIN (Employer Identification Number): To apply for an EIN, file the IRS form SS-4 or apply for the internet EIN. (Both can be found on IRS website)
5. Determine tax exempt purpose for IRS: In order for the IRS to grant exemption, you must have a valid purpose. Businesses can claim as a **charitable** organization.
6. Complete and file IRS Form 1023 - 501(c)3 Exempt Status: The filing fee from the 1023 depends on the size of the organization's budget.
7. File for State Tax Exemption: 501(c)3 exempt organizations must still file for exemption through the Utah State Tax Commission.
8. <http://cmapspublic.ihmc.us/rid=1L5DL6YZW-1WVSSWB-36GP/articles%20of%20incorporation.cmap>

Registering as a charity in the state of Utah

- Clubs are required to register as a charity in the state of Utah. You can do this all online through their online application portal. Click [here](#) for the link.
- The Utah Division of Consumer Protection has a FAQ section that may help you with many of your questions. Click [here](#) to view them.



Team Formation

As a Organizational Member you will need to have the following for each of your teams

- Coaches (min. of 2 coaches on each roster)
 - Head Coach
 - Assistant Coach
- To be rostered as a head coach on a Premier team, a coach must have at least a D license
- Secure a home field
 - Fields can be contracted with cities, school districts, or private entities.
 - After you have secured your home field, you must request a Certificate of Liability by filling out a submission form that can be found on the UYSA website.
- Contract with a Certified League Registrar
 - A list of certified league registrars can be found on our website under the About tab – Who We Are – Certified Registrars.
 - The registrar list is broken up based on regions, but you can contract with ANY certified registrar.
- Contract with a Certified Ref Assignor
 - A list of ref assignors can be found on our website under the Resources - Referee Info page
- Contract with a Field Assignor
 - When finalizing plans with your secured field, you will use that specific field assignor provided.
- Certified Registrars, Ref Assignors, and Field Assignors are independent contractors and will charge fees for their services

Clubs participating in the Southern Utah Interregional League do not need to contract with ref assignors or field assignors. That is managed by UYSA.



UYSA Fees

Player Fees			
Fall & Spring Season		Spring Season Only	
Fee Type	Amount	Fee Type	Amount
UYSA Registration Fee	\$ 13.00	UYSA Registration Fee	\$ 13.00
UYSA Legacy Fields Fee	\$ 40.00	UYSA Legacy Fields Fee	\$ 40.00
UYSA Gaming League Fee		UYSA Gaming League Fee	
U9-U11 Players	\$ 42.00	U9-U11 Players	\$ 21.00
U12-U14 Players	\$ 50.00	U12-U14 Players	\$ 25.00
*U15-U19 Players	\$ 30.00	U15-U19 Players	\$ 30.00
*U15-U19 players are only scheduled 1 season due to high school play			

Referee Fees - Premier League, SCL, IRL, X-League

Referee Fees are collected prior to the start of each season. Premier League teams are invoiced for BOTH fall and spring season prior to the start of the fall season. Fees are broken down based on the age group and number of games in each bracket.					
	U9-U10	U11-U12	U13-U14	U15&U16	U17-U19
8 Games	\$ 160.00	\$ 390.00	\$ 440.00	\$ 520.00	\$ 580.00
9 Games	\$ 175.00	\$ 435.00	\$ 490.00	\$ 580.00	\$ 650.00
10 Games	\$ 195.00	\$ 480.00	\$ 545.00	\$ 645.00	\$ 720.00
11 Games	\$ 210.00	\$ 525.00	\$ 595.00	\$ 710.00	\$ 790.00
12 Games	\$ 230.00	\$ 570.00	\$ 650.00	\$ 770.00	\$ 860.00



Rostering & Game Details

Roster Size & Game Details		
U9-U10 Play: 7v7 Roster Size: 9-12 Halves: 2x 25 Min	U13-U14 Play: 11v11 Roster Size: 13-18 Halves 2X 35 Min	U16 Play: 11v11 Roster Size: 13-22 (18 active) Halves 2x 40 Min
U11-U12 Play: 9v9 Roster Size: 11-15 Halves 2x 30 Min	U15 Play: 11v11 Roster Size: 13-18 (CP up22) Halves 2x 40 Min	U17-U19/20 Play: 11v11 Roster Size: 13-22 (18 active) Halves 2x 45 Min



Coaching License Details

- **Grassroots License** - allows an applicant to be rostered as a coach or assistant coach on one or more competitive teams in any age group or play level (bracket) except in the U14-U19 Premier 1 or/and 2 levels.
- **D License (or higher)** - allows an applicant to be rostered as a head coach on one or more U14-U19 Premier 1 or/and 2 levels. (also covers all teams under the Grassroots License)
- **E License** - allows an applicant to be rostered as a coach or assistant coach on one or more competitive teams in any age group or play level (bracket) except in the U14-U19 Premier 1 or/and 2 levels.



Administrative Support

Office Address

9159 South State Street
Sandy UT 84070

Office Hours

Monday-Friday 9am to 5pm

Numbers

Office: 801-307-5150

Fax: 801-998-8421

Practice Field Rental

Contact Jenni Breckenridge to request a field rental application.

State Office Staff

Chief Executive Officer	Bryan Attridge	battridge@utahyouthsoccer.net
Technical Director	Eric Landon	elandon@utahyouthsoccer.net
Technical Department Coordinator	Jenni Breckenridge	jbreckenridge@utahyouthsoccer.net
Grassroots Soccer Coordinator	Lorin Palmer	lpalmer@utahyouthsoccer.net
Director of Operations & Finance	Carly Brown	cbrown@utahyouthsoccer.net
Events Manager	Creighton Atkin	catkin@utahyouthsoccer.net
Marketing Manager	Cole Bagley	cbagley@utahyouthsoccer.net
League Commissioner	Cindy Baron	cbaron@utahyouthsoccer.net
Assistant League Commissioner	Scot Boyd	sboyd@utahyouthsoccer.net
Member Services Coordinator	Amanda Sanders	asanders@utahyouthsoccer.net
Legacy Fields Executive Secretary	Michelle Wixom	mwixom@utahyouthsoccer.net
Region 6 Coordinator	Terry Ogden	ogden@utahyouthsoccer.net