



Upper Island Soccer Association Membership Application

About Upper Island Soccer Association

Upper Island Soccer Association (UISA) is a Full (Active) Member of BC Soccer Association and is responsible for governing, promoting and supporting soccer within the District's geographical boundaries, as defined in BC Soccer's Constitution & Bylaws.

The purpose of the Upper Island Soccer Association is to foster youth soccer, support opportunities for graduated youth soccer experience, support members' delivery of youth soccer, and develop and govern youth soccer on central and northern Vancouver Island.

Eligible organization must prove that they are able to meet *all* criteria within this application. Criteria includes:

<input type="checkbox"/> Has proof of a registration with the Province of British Columbia (as a registered society, sole proprietor, partnership, or incorporation)	<input type="checkbox"/> Can provide proof of a "betterment" to soccer within the Upper Island Soccer Association District
<input type="checkbox"/> Can provide a Constitution & Bylaws or equivalent as approved by BC Registries	<input type="checkbox"/> Can provide a listing of Officers/Directors and staff (if applicable)
<input type="checkbox"/> Can provide most recent copy of Notice to Reader financial statements and/or budget as required by BCSA which shows financial viability	<input type="checkbox"/> Can provide proof of registration equivalent to the minimum requirements set by UISA in alignment with <u>BC Soccer's District Standards for New Club Membership</u>
<input type="checkbox"/> Has a dedicated Risk Management Officer and Criminal Record Check Policy	<input type="checkbox"/> Is prepared to adhere to the bylaws, rules & regulations, and policies of Upper Island Soccer Association and its governing bodies
<input type="checkbox"/> Can provide sufficient field space to host UISA matches within UISA's designated start times	<input type="checkbox"/> Can provide a certified Referee pool (small sided and full field as applicable)



What does it mean to be a member of *Upper Island Soccer Association*?

By becoming a member of *UISA*, an organization can make a significant contribution to soccer in British Columbia. Becoming a member of *UISA*, an affiliated organization of BC Soccer, is both an accomplishment and privilege for which organizations should be proud. To be a member of *UISA* means that an organization is committed to growing the game and improving soccer for all participants within the Upper Island region and British Columbia by offering soccer programs through a collaborative, progressive, and respectful environment. Members of *UISA* are committed to a player-centric development model that represents the spirit of the game of soccer and the qualities that make it the world's most popular sport.

Application Process & Timelines

Applications must be submitted to the *UISA* Office via: UpperIslandSoccerOffice@gmail.com

Upon receiving an application for membership, *Upper Island Soccer Association* will confirm receipt within **10** business days.

UISA's Membership Committee or designate will review the application for completeness. Provided the application is complete, *UISA*'s Membership Committee will review the application to determine if all criteria are met. *UISA*'s Membership Committee is made up of a minimum of three individuals who do not have any other role with a current member organization of *UISA*.

UISA's Membership Committee or designate will inform the applying organization if the organization has been accepted into membership with *UISA* within a minimum of **30** days of receipt of the completed application.

Upon acceptance, the applying organization will receive full District Member benefits and work with *UISA* to determine the earliest possible time the new member organization can begin participating in related Inter-District Youth Leagues or other District-run programs or initiatives (as applicable).



c) Please describe the type of programs or programming your organization provides and for what age(s), gender, etc. (including adult if necessary)

d) Please describe the organization's player development model

e) Please describe how the organization will engage and support the local community in which the organization is based.



Benefit to Soccer

a) Please describe how your organization will benefit soccer and support the Upper Island Soccer Association community (how the applicant will grow the game within the District by providing opportunities to players, resources and/or new programming, etc.).



Listing of Head Referee and Certifications		
Position	Name	Referee Certifications

Please check the boxes to confirm the following documentation will be provided with this application:

A copy of the organization’s current incorporation/registration status with the Province of British Columbia as a registered society, sole proprietor, partnership and/or incorporation (whichever is applicable).

Documentation to confirm the organization has access to field allocation that is suitable for training and match play.
(I.e. proof of ownership/or copy of rental agreement(s), or letter of support from municipality once membership is achieved)

Note: if you will share field space with other UISA Member(s), attach confirmation from said club that your usage will not impinge on their continued ability to provide programs.

A copy of the organization’s Constitution & Bylaws and/or equivalent documentation stating the organization’s principles, purpose and how decisions are made.

Additional Comments (if any)

Please use this space to provide any additional comments related to your organization’s overall readiness to be a member of Upper Island Soccer Association (and an affiliated club of BC Soccer).



SAFE SPORT

Please check the boxes to confirm the following documentation will be provided with this application:

Privacy Policy

Discipline and Ethics Policy

Code of Conduct for Players

Code of Conduct for Coaches

Code of Conduct for Parents

Code of Conduct for Club Officials

Risk Management Policy

Please identify the organization's Risk Management Officer by completing the information below:

Name:	
Daytime Telephone:	
Mobile Telephone:	
Contact E-mail:	



Criminal Record Check Compliance

All BC Soccer directors, volunteers, employees of BC Soccer or an affiliated BC Soccer organization aged 19 years and older participating on a regular basis in any element of youth soccer, adaptive soccer, or who will be with a vulnerable person must have a valid (within 3 years) Vulnerable Sector Check or Enhanced Police Information Check on file in accordance with [BC Soccer’s Criminal Record Check Policy](#).

Please complete the information below.

VULNERABLE SECTOR CHECK / ENHANCED POLICE INFORMATION CHECK SUMMARY

Number of VSC/EPIC REQUIRED:

(The total number of board, staff, contractors, and volunteers that are 19 years of age and older)

Number of VSC/EPIC COMPLETED:

(A VSC/EPIC is “completed” when the organization has received the results from an approved agency and there are no flags, or, when the organization has reviewed and made a decision on a VSC/EPICs with any identified flags.)

Number of VSC/EPIC SUBMITTED & IN PROCESS:

(The number of individuals who have confirmed their submission to an approved agency and are waiting to receive the results, including fingerprints if required)

Number of VSC/EPIC NOT SUBMITTED:

(The number of individuals who have not submitted the appropriate information to an approved

Please check/mark the box to agree/confirm the following:

I confirm that those individuals who have not submitted a VSC/EPIC will not continue in their role with the organization until their VSC/EPIC has been completed.

FLAGGED VULNERABLE SECTOR CHECK / ENHANCED POLICE INFORMATION CHECK

Of the **COMPLETED** VSC/EPICs, please indicate the number of checks that



were flagged and how the organization handled them below:

Number of VSC/EPIC **Flagged**:

Of those individuals with flagged VSC/EPICs how many were:

Able to continue within their role as intended with the organization:

Able to continue working/volunteering with the organization in a different or **modified role**:

Not able to continue working/volunteering with the organization:

Organization President / Owner Name or Risk
Management Officer Name (please print)

Organization President / Owner or Risk
Management Officer Signature



Organization Viability	
Please initial the check boxes below to confirm your acknowledgement, understanding and willingness to comply with the following:	
Commitment to Registering Players	
<p>In alignment with BC Soccer’s District Standards for New Club Membership Applications document, Upper Island Soccer Association requires:</p> <p>a) new club applicants to register the same number of players as the lowest number of players registered in the District’s smallest club membership. That number is 53. Based on this, new club applicants are to provide registration for 53 players. Please note, this number is less than the maximum of 250 players and lower than 2% of Upper Island District’s unique registration.</p> <p>Upper Island Soccer Association also requires that 30% (maximum 30%) of these players be new registrants¹; therefore, 16 players must not have been registered with BC Soccer or an affiliated organization within the past year.</p> <p>¹A “New Registrant” is an individual who has not been a registered player with BC Soccer in the past year or more.</p>	Initials
<p>b) The organization agrees to register/report players to UISA with payment within the deadlines as determined by UISA.</p>	Initials



Organization Commitment	
Please initial the check boxes below to confirm your acknowledgement, understanding and willingness to comply with the following:	
a) On behalf of my organization, I agree to work collaboratively within UISA and maintain good standing with my District and BC Soccer.	Initials
In the space provided please describe how your organization intends to work collaboratively within UISA and not disrupt existing District programing.	
b) I understand that my organization must adhere to the rules, regulations, policy, and bylaws set in place by UISA.	Initials
c) On behalf of my organization, in alignment with the principles of Long-Term Player Development, I agree to inform players of playing development and/or advancement opportunities within BC/Canada as they become available. I acknowledge that players and their families have the right to make the choice on the environment they play in. I agree to fully support players in their decisions.	Initials
d) I understand that my organization will operate programming to support the districts player pathway and recognize that participation in UISA's Tier 2 programing may be limited to UISA "Regional Teams" as determined by UISA	Initials
e) On behalf of my organization, I agree not to accept entire teams moving from any other club member (NOTE: an entire team is 20% or more of the team's registered players as per UISA Recruitment Rules and Regulations) unless agreed to in writing, in advance by both members.	Initials
f) I understand that UISA's referee pool is limited and will make every effort to work collaboratively and not diminish an existing club's referee pool	Initials



g) I understand that should my organization be accepted into membership with UISA, my organization must opt in and show that it is actively working towards achieving Canada Soccer's Quality Soccer Provider Designation within 6 months of being accepted into membership	
	Initials
h) I understand that my organization must provide programming that is inclusive and non-discriminatory. The applicant must deliver male and female programming and be inclusive to individuals regardless of where an individual identifies on the gender spectrum.	
	Initials

FINANCE

Please provide the organization's fiscal year in the space below:

--

Please initial the boxes to confirm/agree the following:

a) I have attached a copy of my organization's most recent Notice to Reader financial statements for the upcoming or current fiscal year.	
	Initials
b) I have attached a copy of my organization's budget for the next fiscal year.	
	Initials
c) Upon a successful application, I can confirm that my organization will submit at a minimum Notice to Reader Financial statements, or minimum financial documents required by BCSA, prepared by a CPA licensed in public practice, annually to Upper Island Soccer Association.	
	Initials

Requirements

a) Upon a successful application, I can confirm that my organization will be able to provide a cheque for a bond in the amount of \$10,000 to Upper Island Soccer Association within 4 weeks (2 weeks minimum) of being notified of a successful application. I understand that if my organization is not able to provide a cheque within this timeline, its membership could be revoked.	
	Initials
b) I understand that 50% of the bond provided will be reimbursed after one year of membership whereby all of my organization's obligations of membership have been met.	
	Initials



c) I understand that the other 50% of the bond provided (less any the amount of any annual bond required from all member clubs) will be reimbursed after the second year of membership whereby all of my organization's obligations of membership have been met.

Initials

Successful applicants to be reviewed annually for the first 2 years of membership by UISA



Additional Comments

Please use the space provided to provide any additional comments you deem pertinent for UISA's Membership Committee to consider.

Complete Application

Please read the following statement and sign below to confirm acknowledgement and understanding:

This application form and supplemental documentation has been provided to *Upper Island Soccer Association* in good faith as application for membership. It is up to date and provided to the best of my knowledge.

Organization President / Owner Name (please print)

Organization President / Owner Name
Signature

Date