



## **COACHES EMAIL UPDATE # 2**

Please read all this Coaches Email update it has crucial information for all coaches participating.

### **SCHEDULE DEPOSITS ARE NOW DUE**

Your schedule deposits were supposed to be in by January 1<sup>st</sup>, 2019 to be eligible for a spot on the schedule. We are proving a 7 day extension. This deposit is NOT AN EXTRA amount but rather a portion of your player fees for a team. EACH TEAM is required to put down \$800 of their player fees by January 1<sup>st</sup>. If a club has more than one team then this amount is \$600 x each team. Please do not procrastinate and find yourself off the schedule due to this deadline. Call Sandy at 813 728 6747 or [sandy@youthspringfootball.com](mailto:sandy@youthspringfootball.com) to make other arrangements if you need an extension.

### **START MAKING YOUR PLAYER PAYMENTS NOW!**

The ONLINE player payments portal is now open. Payments for players can be made online at <http://youthspringfootball.com/make-a-payment/>. Checks can be made out to YSF and mailed to P.O. Box 260183, Tampa FL 33685. Use the "Coach Disbursement Form" to send these in, this form is available at the website <http://youthspringfootball.com/docs/Coaches-Disbursement-Form.pdf>

### **REGISTER YOUR TEAMS NOW!** (2018 RETURNING teams must re-register for the 2019 season)

If you know the details of age division, team name etc. you should go ahead and "Register your Team" <http://youthspringfootball.com/register-a-team/> this process is **FREE**. (Changes to your team details can be made later once you have more specific facts) Team administrators can choose the "Administrator" choice when registering their team, this will provide you with the capability of logging in with a single user name and password and seeing all your clubs team information as a result. The absolute FINAL DEADLINE for teams to register is Jan 15<sup>th</sup>, 2019

### **\*\*\*\*PLEASE READ THIS SECTION CLEARLY\*\*\*\***

### **PLAYERS MUST BE MARKED PAID TO BE ELIGIBLE TO TAKE THE FIELD IN A GAME EVEN IF TEAMS ARE COLLECTING PLAYER PAYMENTS AT THEIR OWN FIELDS** *This is a very important NEW rule for the 2019.*

YSF will require teams that are collecting player payments at their own fields/clubs to pay those fees immediately to YSF for that player to participate in a game. ***Players will NO LONGER be able to take the field without being marked paid, whether they paid their clubs or not.***

Here are the new rules:

1. Teams that choose to pay YSF with "en-bloc" amounts for their teams must inform YSF (by email or a call) once those amounts have been submitted, which players those en-bloc amounts should be applied to PRIOR to that week's games. YSF will then apply those en-bloc payments to each of the players accordingly.
2. Teams can still receive payments at their fields and then go online as administrators and pay YSF for a series of individual players through the online payment portal. These payments will then be applied to a SPECIFIC player by YSF.
3. Individual parents/players can obviously still go direct to the online payment portal and pay for their players themselves. <http://youthspringfootball.com/make-a-payment/>
4. If a team has purchased a set of early payment coupons these teams should email YSF prior to that week's games to inform YSF which players, they want those coupons applied to and YSF will mark those players as paid.

**NO PLAYER THAT SHOWS UNPAID ON THE SYSTEM WILL BE ALLOWED TO TAKE THE FIELD PAST THE DEADLINE DATE OF MARCH 2<sup>ND</sup>, 2019 REGARDLESS OF WHETHER THEY HAVE PAID THEIR OWN ORGANIZATION. IF A TEAM DOES NOT HAVE ENOUGH PLAYERS DUE TO THIS NEW RULE, THE TEAM WILL STILL BE ALLOWED TO PLAY THE GAME WITH THOSE INELLEGIBLE PLAYERS, BUT THEY WILL FORFEIT THE GAME.**

## **SUBMIT SCHEDULE REQUESTS NOW Do not delay on this!!!!**

The deadline for Schedule requests is Sunday Jan 13<sup>th</sup>. COACHES MUST PROVIDE THESE REQUESTS TO THE YSF BY THIS DEADLINE, otherwise the teams' schedule will be final. Teams that do not submit a schedule request and cannot make a game as a result will forfeit the game and be charged a \$300 penalty fee. Teams will not be allowed to continue to play until the penalty is paid. The YSF schedule is an extremely complicated process that is very time consuming. Schedule changes are extremely unfair to the YSF staff AND the other team. Send schedule requests to [sandy@youthspringfootball.com](mailto:sandy@youthspringfootball.com)

Examples of Schedule requests that should be emailed to YSF:

1. Coaches that are coaching 2 teams
2. Spring break bye weeks
3. Request specific Game time ranges. i.e. your team needs to play later in the day
4. Preferred travel dates (every team is required to travel outside of their home region ONE time per season)
5. Preferred travel fields i.e. your team would like to travel to a certain area and make a weekend of it.
6. Avoiding certain times – i.e. your coaches have a wedding, track meets, or other events etc.

### **OUT OF STATE GAMES**

YSF now operates their tournament in 3 other states. Teams from Florida can request their travel date to be at one of these out of state fields. YSF pays a travel stipend of between \$200-300 per team to assist and encourage teams to travel to these games. Teams will play a double header on those days. If you are interested in one of these games email [sandy@youthspringfootball.com](mailto:sandy@youthspringfootball.com) immediately as they are popular and are on a "first come first served" basis. We already have a list of interested teams.

### **TEAMS ARE RESPONSIBLE FOR THEIR OWN PLAYER AND BIRTH CERTIFICATE UPLOADS**

Last season the YSF assisted teams with uploading their photos and birth certificates. *WE WILL NOT BE DOING THIS IN 2019!!!* The system is so easy to use teams can take their own time to do this. You will be sent away from the certification desk and told to upload your own documentation if you arrive with incomplete paperwork.

### **COACHES BADGES**

If your coaches were issued a badge in the **just ended** fall season you may upload a photo of that badge and then press the "apply for a coach's badge" button on the team console. YSF will approve your badge application once we have checked the photos. If you have a coach that DID NOT have a coach's badge in the just ended fall season, that coach MUST do a YSF background check. The link to the YSF background website is on the coach page of the team console. Click on the "BG check completed" button and YSF will approve your badge once the background check returns.

*Very Important* – If a coach is already in the system as an admin or on another team and you want to add them to a different team, you MUST choose the "Select Existing Coach button" and then "change the button to "YES" for "Is the coach on active roster" flag. This will add them into that additional team and bring forward all their documents. You cannot add a coach with the same email twice. You must do it this way. It also saves you time.

### **CERTIFICATION SCHEDULE**

The YSF provides pre-season certification events in every city to allow teams to get their players certified early. The calendar of these certification events and locations will be released onto the website by Jan 10<sup>th</sup>, 2019  
<http://youthspringfootball.com/certification-dates/>

### **EXTRA POINTS**

Last season we had some issues arise where teams fumbled or threw an interception from an extra point try and then the opposing team tried to return the ball for a touchdown. This is NOT a high school rule. In the YSF we play under National High School Federation rules. If an extra point try is fumbled, intercepted or any other lost ball situation occurs, the ball is immediately DEAD, and the extra point try fails.

### **RETURNING PLAYERS FEATURE**

Remember the new feature we added last year that allows RETURNING teams to pull their previous players into their NEW season teams saving time on repeated paperwork etc. If your player played last season, they are eligible. Coaches

will be able to choose “New” or “Existing” player when adding a player to the console. If the player played in 2018 all their pictures, certificates and data will be able to be pulled forward into the 2019 season rosters. If a players’ status has not changed, they will be automatically certified and will require no further action. If due to age change, they now require a new status to be checked such as weight, all their other data will be pulled in, and their weight flag will be unchecked until it is certified for 2019.

### THREE SIMPLE STEPS TO ADDING A RETURNING PLAYER:

# 1 - Go to “add a player” and select “Returning players”



# 2 – This will bring up a list of all returning players from the previous season that are eligible for that age division. Once you have selected one of the returning players to your team, the system will add them to your players screen...BUT YOU MUST still change the “Is Player on Active Roster?” button to a “YES” and then **SAVE** that player. The returning player will be on your new team

A screenshot of a form with two input fields for phone numbers: 'Home Phone\*' and 'Cell Phone', both containing '123-456-7890'. Below these fields is a section titled 'Is Player on "Active" Roster?' with two radio buttons: 'Yes' (unselected) and 'No' (selected). A green box highlights the 'Is Player on "Active" Roster?' section.

#3 – IMPORTANT! IMPORTANT! Make sure to be inside the given team you are wanting to add the previous season players to, and only add those players. Go to the next age division team and add those players for that other team

### JAMBOREES

*Very Important:* YSF encourages jamborees but does NOT govern them with certification control. i.e. players are not certified before they play in a jamboree. It is entirely likely that you may be playing against a player that is still trying to get down to the correct weight but plays in the jamboree. Hopefully coaches do not “cheat” by playing players in a Jamboree that are too old for that particular age division, but YSF does not vouch for jamboree players. **PLAY IN JAMBOREES AT YOUR OWN RISK.** The following jamborees are scheduled:

Bayside Bears (Palm Bay FL) Feb 9<sup>th</sup>, Justin Machell 896-529-4661 or Andretti Williams 321-900-8907  
Plant City Dolphins (Plant City, FL) Feb 9<sup>th</sup>, 813-507-9963  
FLA Stingrays (Orlando, FL) Jan 26<sup>th</sup>, Melanice Copeland 407-325-6796  
Pine County All Stars (ST Pete, FL), Fred Jenkins 727-365-3939

Any other teams that are having a jamboree should email the information to [Sandy@youthspringfootball.com](mailto:Sandy@youthspringfootball.com) and I will be happy to assist you with marketing.