



# **US YOUTH SOCCER**

## **2019-20 MIDWEST CONFERENCE OPERATING PROCEDURES**

(as of November 24, 2019)

### **INTRODUCTION**

In accordance with the US Youth Soccer Leagues Program Rules (14.06 Conference Operating Procedures) these Midwest Conference Operating Procedures shall be an extension of the Leagues Program Rules. When Leagues Program Rules are referenced or summarized in these Operating Procedures, they are meant to mirror the Leagues Program Rules in every respect. These Operating Procedures are specific to the US Youth Soccer Midwest Conference.

### **SECTION 1. MIDWEST CONFERENCE – TEAM INFORMATION**

#### **1.01 Commitment**

Any team looking to participate in the US Youth Soccer Leagues Program Midwest Conference must understand the level of commitment it takes to participate in a League that stretches across 11 different state associations. All teams understand that this is a multi-state league and that teams may travel hundreds of miles to participate in conference games. Teams understand that they may not play any true “home” games. A limited number of teams are accepted into the US Youth Soccer Leagues Program Midwest Conference, so it is important that each team makes the commitment to travel BEFORE applying to the conference.

#### **1.02 Boys and Girls Age Groups Of Competition**

The 2019-20 US Youth Soccer Leagues Program Midwest Conference will include the following Boys and Girls age groups:

- a) 13 and Under (13U) – for players born on January 1, 2007 or later
- b) 14 and Under (14U) – for players born on January 1, 2006 or later
- c) 15 and Under (15U) – for players born on January 1, 2005 or later
- d) 16 and Under (16U) – for players born on January 1, 2004 or later
- e) 17 and Under (17U) – for players born on January 1, 2003 or later
- f) 18 and Under (18U) – for players born on January 1, 2002 or later
- g) 19 and Under (19U) – for players born on January 1, 2001 or later

#### **1.03 Entry Fee**

The Team Entry Fee to participate in the US Youth Soccer Leagues Program Midwest Conference is \$550 per team, per season (paid to your state association) and is non-refundable if a team is accepted into the conference and later drops out. State Association's may have a higher fee to cover additional costs associated with the conference. The Team Fee does not include Referee Fees, which will be paid in accordance with the Conference Operating Procedures. Team Fees are paid to your respective State Association and are to be paid to your State Association as determined by your local State Association. The State Association pays US Youth Soccer for all teams entered in the US Youth Soccer Leagues Program Midwest Conference. Teams do not pay entry fees directly to US Youth Soccer. Teams may also be required to pay additional event fees for conference hosted events, which can be seen later in this document.

#### 1.04 Conference Boundaries

US Youth Soccer Leagues Program Midwest Conference boundaries are for youth teams that are members of US Youth Soccer State Associations of North Dakota, South Dakota, Nebraska, Kansas, Minnesota, Iowa, Missouri, Wisconsin, Illinois, Michigan and Indiana, although teams from outside these areas may also apply to participate. B13U-19U and G13U-14U teams from Michigan may choose to play in either the Midwest Conference or the Great Lakes Conference based on their location, but once a conference is chosen, they must remain in that conference for subsequent years. G15U-19U teams from Michigan will play in the Midwest Conference due to fall conflicts with High School in Great Lakes Conference states. B13U-19U and G13U-19U teams from Indiana may choose to play in either the Midwest Conference or the Great Lakes Conference based on their location. Once a team from Michigan or Indiana selects a conference they must remain in that conference for subsequent seasons, or start from the lowest tier. For Minnesota, G13U and G14U teams are expected to play in the Midwest Conference, while at G15U-19U teams are expected to play in the Great Lakes Conference due to their high school soccer season conflicts in the fall season.

#### 1.05 Seasons of Play

##### a) 2019 FALL SEASON

**Boys and Girls 14U competitions.** The 14U competition during the 2019 Fall Season will feature Premier I, Premier II, and First Division tiers of play with promotion and relegation between the tiers to determine the 2020 Spring Season placement of teams into tiers.

**Girls 15U through 19U competitions.** Due to avoiding conflicts with high school soccer, the Midwest Conference will offer its 15U through 19U competition during the 2019 Fall Season

**Boys Developmental Competition.** This age group generally features 8th and 9th graders. We will offer development play for the Boys 15U age group. Teams interested in this competition which will not involve promotion or relegation but rather creating a competition platform for players born in 2005 that are in 8th grade while their 9th grade teammates are participating in high school soccer.

##### b) 2020 SPRING SEASON

**Boys and Girls 13U and 14U competitions.** The 13U competition during the 2020 Season will feature Premier I, Premier II, and First Division tiers of play with promotion and relegation between the tiers for the following soccer season (2020 Fall Season). As the 13U's is the entry age group for the Conferences, the State Associations at the time of the team application period will rank teams for admission into the Conferences and team placement into tiers. The 14U competition during the 2020 Spring Season will feature Premier I, Premier II, and First Division tiers of play (primarily based on the results of the 2019 Fall Season of 14U play) with promotion and relegation between the tiers for the following soccer year (2020-21).

**Boys 15U through 19U competitions.** Boys competitions in these age groups during the 2020 Spring Season will feature Premier I, Premier II, and First Division tiers of play with promotion and relegation between the tiers for the following soccer year (2020-21).

**Girls 15U Developmental Competition.** This age group generally features 8th and 9th graders. Teams interested in this competition which will not involve promotion or relegation but rather creating a competition platform for players born in 2005 that are in 8th grade while their 9th grade teammates are participating in high school soccer.

#### 1.06 Application Procedures

- a) The Team Application period to participate in the 2019 Fall Season 14U (Boys and Girls), Developmental B15U and G15-19U will open on or around May 28, 2019 and close on June 26, 2019.
- b) The Team Application period to participate in the 2020 Spring Season B15U through B19U and Developmental G15U age groups will open on or around July 26, 2019 and close on August 30, 2019.
- c) The Team Application period to participate in the 2020 Spring Season 13U and 14U (boys and girls) age groups will open on or around Oct 14, 2019 and close on November 12, 2019.

Contact your State Association office for the web link to register. Following your application, US Youth Soccer Leagues Program Midwest Conference will send your team information to your State Association so they may review and endorse the application. After State Association endorsement, the US Youth Soccer Leagues Program Midwest Conference will review team applications and determine acceptance into the conference. In completing any application into the US Youth Soccer Leagues Program Midwest Conference, teams are required to submit accurate information on team accomplishments. Misrepresentation of team accomplishments may result in the team being disqualified from conference participation.

### **1.07 Selection and Placement**

There is a two-step approval process for the US Youth Soccer Leagues Program Midwest Conference. First, each team must be endorsed by its respective State Association. Second, the US Youth Soccer Leagues Program Midwest Conference shall review and determine the final selection of all teams. Accepted teams shall be notified via a website posting or an e-mail regarding their acceptance and placement into the US Youth Soccer Leagues Program Midwest Conference. Premier I and Premier II level slots earned under the 2018-19 Midwest Conference season will be honored within a team's respective Conference in 2019-20. Pre-qualified teams for Premier I and Premier II for the 2019-20 have posted on the conference website and can be seen in the Team Information drop down.

### **1.08 Referees**

US Youth Soccer Leagues Program Midwest Conference games will use a 3-man referee system. Each team is responsible for one-half of the total referee fees per game and payment is to be made in cash prior to each game as follows: 13U and 14U: \$60 per game per team; a total of \$120 (\$50 to Referee and \$35 to each AR) 15U and 16U: \$70 per game per team; a total of \$140 (\$60 to Referee and \$40 to each AR) 17U, 18U and 19U: \$80 per game per team; a total of \$160 (\$70 to Referee and \$45 to each AR)

### **1.09 Team Rosters**

Teams may utilize 30 players during the course of a season in accordance with League Rules and Policies. A maximum 22-player Team Roster with additional use of a Club Pass Roster shall be utilized in all age groups. Club Pass players may only come from within a team's club, provided that the player is a US Youth Soccer member. All rosters shall be submitted to the league through the SportsForms platform.

### **1.10 Rules and Information**

Rules and additional information on the US Youth Soccer Leagues Program Midwest Conference may be found on the Midwest Conference website at: <https://www.usyouthsoccer.org/midwest-conference/>

### **1.11 Coaching Education Requirement**

Coaches of teams within the US Youth Soccer Leagues Program Midwest Conference must achieve a level of coaching education in accordance with the Conference Operating Procedures where all coaches within the team bench area during a game must have a minimum of a US Soccer "D" Coaching License or equivalent prior to the 2019-20 season including but not limited to a United Soccer Coaches Advanced National Diploma.

### **1.12 Permission to Travel**

Teams are not required to complete Permission to Travel permits/forms for games played outside of their State Association as permission is automatically granted by State Association approval of the team for US Youth Soccer Leagues Program Midwest Conference play.

### **1.13 Competition Format**

All competitions in every age group shall be round robin. There will be no end of season playoffs. Based on the number of teams placed into subdivisions, teams may play up to a total of 9 US Youth Soccer Leagues Program Midwest Conference games during the course of the season. Please be aware of the number of games that teams will be required to play. US Youth Soccer Leagues Program Midwest Conference teams are required to fulfill their commitment by playing out their entire conference schedule of games.

### **1.14 Advancement to Regionals**

The top team from each age group and gender competing in the top tier (Club vs Club and/or Premier I) of the US Youth Soccer Leagues Program Midwest Conference may qualify for 2020 Midwest Regionals in the same seasonal year as the US Youth Soccer Leagues Program Midwest Conference. To remain qualified for Regionals, a team must also play in their state association's State Cup competition. Please note that 14U Regionals qualifiers come from the Spring season. Failure to Accept Qualification Slot to Regionals: A team that achieves a qualification slot from the conference is expected to honor the commitment to participate in the Midwest Regional Competition. Failure to field a team in such Regional Competition will result in a \$500 fine.

### **1.15 Qualification Into 2020-21 National League**

The top team from each applicable Club vs Club and/or Premier I age group and gender in the US Youth Soccer Leagues Program Midwest Conference may qualify for the National League for the following seasonal year. Teams participating in National League may also play in the US Youth Soccer Leagues Program Midwest Conference. National League teams playing in the US Youth Soccer Leagues Program Midwest Conference are subject to the same standards of qualification as other US Youth Soccer Leagues Program Midwest Conference teams.

### **1.16 Location of Games - Hosting**

There are three (3) categories for hosting US Youth Soccer Leagues Program Midwest Conference games:

1. **US Youth Soccer Leagues Program Midwest Conference Hosting.** US Youth Soccer Leagues Program Midwest Conference hosts games at a multiple field location. There will be additional costs to the teams for playing matches at US Youth Soccer Leagues Program Midwest Conference hosted weekend sites, to cover the additional fee's required for facility costs and safely staffing these events. The US Youth Soccer Leagues Program Midwest Conference hosted weekends for the 2019 Fall Season and the 2020 Spring Season will be announced by June 26th and posted on the Midwest Conference website.
2. **One-Off Hosting.** A team hosts a one off game between itself and another team from within its division. Host bears all costs for hosting or if teams agree, the teams may share costs (usually for games played at a neutral location).
3. **Group Hosting.** A team hosts a number of teams over a weekend amongst teams from within its division. Host team bears all costs for hosting or if the teams agree, the teams may share costs (usually for games played at a neutral location).

### **1.17 Must Be Available To Play Weekends**

Must be available to play weekends for 2019 Fall Season are, September 7-8, September 14-15, September 21-22 & September 28-29. There is also a mandatory Showcase weekend for the G15U-G19U teams on November 8-10, (see next section for details on the showcase). Teams are only excused from US Youth Soccer Leagues Program Midwest Conference play on these weekends due to state cup conflicts. However, it is the responsibility of teams, affected by their inability to play on Must Be Available to Play Weekends, to be flexible in being able to schedule US Youth Soccer Leagues Program Midwest Conference games on other weekends during the Fall Season. A team's requirement to be available to play on these US Youth Soccer Leagues Program Midwest Conference weekends ceases once the division schedule is agreed to by the teams. The purpose of the Must Be Available to Play Weekends is to insure common play dates. US Youth Soccer Leagues Program Midwest Conference allows flexibility in scheduling providing all teams in a division agree to scheduling flexibility. Must be available to play dates in Spring 2020 are, April 18-19, April 25-26, May 2- 3 and May 9-10.

### **1.18 Fall Season Mandatory Premier I and Premier II Event for G15U-19U**

There will be a mandatory US Youth Soccer Leagues Program Midwest Conference College Showcase Event held in St Louis, MO on November 8-10, 2019. We have secured multiple synthetic turf fields for the event. This showcase event is open only to Premier I and Premier II teams in the Girls 15U-19U age groups and participation by teams in these tiers is required. Teams will be required to play one US Youth Soccer Leagues Program Midwest Conference on Saturday and one US Youth Soccer Leagues Program Midwest Conference match on Sunday. Scheduling two matches in a day will not be permitted and playing a third US Youth Soccer Leagues Program Midwest Conference match on Friday is optional. More information will be available to teams during the scheduling process. An additional per team fee of \$200 per team (one or two matches) will be charged to cover costs associated with this Showcase event which will be payable by all teams after the tiers in each age group are finalized (additional Friday game will be \$75 extra). The fee will be collected from teams at the event.

### **1.19 Spring Season Mandatory Premier I and Premier II Event for B15U-19U**

There will be a mandatory US Youth Soccer Leagues Program Midwest Conference College Showcase Event held at Grand Park, Westfield, IN on May 8-10, 2020. We have secured the entire complex for the event. This showcase event is open only to PI and PII teams in the Boys 15U-19U age groups and participation by teams in these tiers is required. Teams will be required to play one US Youth Soccer Leagues Program Midwest Conference match on Saturday and one US Youth Soccer Leagues Program Midwest Conference match on Sunday. Scheduling two matches in a day will not be permitted and playing a third US Youth Soccer Leagues Program Midwest Conference match on Friday is optional. More information will be available to teams during the scheduling process. An additional per team fee of \$200 per team (one or two matches) will be charged to cover

costs associated with this Showcase event which will be payable by all teams after the tiers in each age group are finalized (additional Friday game will be \$75 extra). The fee will be collected from teams at the event.

### **1.20 League Fines**

Any team that is subject to a league fine/s must pay such fine/s immediately upon notification from League officials. You will receive written email notification from the League of such fines. Any team failing to pay fines imposed on their team may result in such team being suspended from the conference for subsequent years. Any club with a team that is suspended shall receive a warning to their club. If repeated team fines are not paid from said club, the warned club may have all teams suspended from the League for subsequent years.

## **SECTION 2. MIDWEST CONFERENCE – SCHEDULING INFORMATION (FALL 2019)**

### **2.01 Mandatory Scheduling Meetings**

Thursday, July 18 (PI and PII) and Friday, July 19 (ALL First Divisions), 2019 LOCATION Hilton Garden Inn 1501 S. Neil Street, Champaign IL 61820 The hotel website is found at:

[https://hiltongardeninn3.hilton.com/en/hotels/illinois/hilton-garden-inn-champaign-urbanaCMICHGI/index.html?SEO\\_id=GMB-HI-CMICHGI](https://hiltongardeninn3.hilton.com/en/hotels/illinois/hilton-garden-inn-champaign-urbanaCMICHGI/index.html?SEO_id=GMB-HI-CMICHGI) if you would like to book rooms at the hotel. We don't have special rates.

### **2.02 Meeting Schedule**

One age group will be assigned to a time slot, seen below. Please arrive at least 15 minutes prior to the start of your assigned time in order to check in and to receive updated information for the scheduling process. Note, we have found that in the past, team representatives arrive early for these meetings. We understand some team reps may already be in the room from other age groups, but you MAY NOT start scheduling until your actual start time. If a team representative is not in place by the official start time, other reps in attendance may schedule without that team. If you do not have a representative at this meeting, then it will be considered that your team is available to play on all weekends throughout the Fall Season (excluding state cup weekends). Teams not in attendance MUST accept the schedule and teams in attendance are under no requirement to reschedule any of these matches. Any team failing to send a representative to the scheduling meeting may be subject to a \$200 league fine. The representative can be any staff member or volunteer from that club, they do not specifically have to be part of the team, but each team MUST have a representative at the scheduling meeting.

- a) Girls 19U 9:00am to 10:30am
- b) Girls 18U 10:30am to noon
- c) Girls 17U noon to 1:30pm
- d) Girls 16U 1:30pm to 3:00pm
- e) Girls 15U 3:00pm to 4:30pm
- f) Girls & Boys 14U 4:30pm to 6:00pm

The mandatory Scheduling Meeting is for all PI, PII and First Division 2019 Fall Season Boys and Girls 14U as well as Girls 15U through 19U teams, will take place on July 18 (PI & PII) and July 19 (First Divisions). Teams will have the opportunity to develop and finalize their schedules, face-to-face, with other teams within their division. If you do not have a representative at this meeting, then it will be considered that your team is available to play on all weekends throughout the Fall Season (excluding state cup weekends). There will be no consideration for unavailability if a representative is not present at the meeting. We expect to come out of this meeting with game schedules completed. The schedule for the day can be seen above. It is our expectation that COACHES or club DOC's attend these scheduling meetings. Team admins may attend, but it is NOT recommended. Many clubs will send 1-3 coaches to schedule all ages for their whole club.

### **2.03 General Scheduling Information**

Conference schedules will be overseen by the League Manager, who will have sole discretion in the manner by which game schedules are developed. Teams participating in the Midwest Conference must be available to play on the published conference dates. By submitting your team application, your team is committing to play on the published dates for the conference.

- a) **Premier I Divisions, Premier II Divisions and First Divisions.** After the placement of teams into tiers and subdivisions, teams will be provided with this information on the Midwest Conference scheduling process, including details of the mandatory scheduling meeting, that will be posted on the conference website. The Midwest Conference provides the opportunity for teams to schedule all games in a division in accordance with Midwest Conference procedures. All teams in a subdivision must agree to the entire schedule. Availability of fields at Midwest Conference hosted sites is limited and will be provided to teams on a first completely approved scheduled, first served basis at the mandatory scheduling meeting. At the start of the mandatory scheduling meeting, a Division Scheduling Coordinator (DSC) will be assigned to each division by the group. The DSC will be responsible for completing the master sheet, having all teams sign and handing it to the scheduling staff to make copies to distribute to each team. Time conflicts will occur for those coaches that coach multiple teams on Midwest Conference weekends and the Midwest Conference, as well as the other teams within a division. The league is under no obligation to assist these coaches with their conflicts. Once schedules are developed at the meeting, schedule changes are permitted only in accordance with US Youth Soccer Leagues Program Midwest Conference Scheduling Policy.
- b) **Conference Qualifier Divisions in all Age Groups (IL teams only).** After the placement of teams into qualifier divisions, teams will be provided with information on the Midwest Conference scheduling process through a group email sent to each Team's Coach and Club Director of Coaching of teams. The Midwest Conference provides the opportunity for teams to schedule all games in a division in accordance with Midwest Conference procedures. All teams in a subdivision must agree to the entire schedule. A Division Scheduling Coordinator (DSC) who will be appointed by the Midwest Conference from within each division to assist in the process. Our hope is that only Club Directors of Coaching, the Head Coach of a participating team within the division, or a Full-time Club Administrator will be selected as the DSC. Generally, this person will be someone who has scheduled Midwest Conference games in the past.

#### 2.04 Location of Games – Hosting

There are three (3) categories for hosting Midwest Conference games:

1. **Midwest Conference Hosting.** The Midwest Conference hosts games at a multiple field location. There will be additional costs, as listed below to the teams choosing to play matches at Midwest Conference hosted weekend sites. This covers higher rental fees, staffing, medical, parking or spectator fees charges.
2. **One-Off Hosting.** A team hosts a one off game between itself and another team from within its division. Host bears ALL costs for hosting or if teams agree, the teams may share costs (usually for games played at a neutral location).
3. **Group Hosting.** A team hosts a number of teams over a weekend amongst teams from within its division. Host team bears ALL costs for hosting, unless all teams agree to share costs at the time of scheduling.

#### 2.05 Conference Hosted Weekends

Conference hosted weekend will take place on the following weekends:

- a) Fall Season 2019  
 September 7-8 Rockford, IL Up to 15 fields (turf and grass) \$100 per team (1, 2 or 3 matches)  
 September 7-8 St Louis, MO 13 turf fields \$75 per game \*  
 September 14-15 Rockford, IL Up to 15 fields (turf and grass) \$100 per team (1, 2 or 3 matches)  
 September 21-22 Westfield, IN Up to 20 fields (turf and grass) \$75 per game \*  
 November 8-10 St Louis, MO Fall College Showcase \$200 per team (3rd match an extra \$75) \*
- b) Spring Season 2020  
 April 25-26 Rockford, IL Up to 15 fields (turf and grass) \$100 per team (1, 2 or 3 matches)  
 May 2-3 St Louis, MO 13 turf fields \$75 per game \*  
 May 2-3 Rockford, IL Up to 15 fields (turf and grass) \$100 per team (1, 2 or 3 matches)  
 May 8-10 Westfield, IN Spring College Showcase \$200 per team (3rd match an extra \$75) \*

\*Denotes a Stay to Play weekend. We are required to use the housing companies in order to use these state of the art facilities on these weekends. Housing information will be posted on the conference website after the scheduling meetings have been completed.

Please note that Spring dates are just listed as a point of reference, these dates have no relevance to the fall season.

The fee's associated with these conference hosted event weekends are to cover additional facility fees, staff, medical coverage and equipment needed to run these events safely and effectively. These fees are in addition to your conference entry fee. The college showcase events are the only mandatory events as listed previously in this document. All other events are optional, but you accept the fee's if you schedule matches on any of these weekends. These event weekends have been added to enhance the showcase opportunities for the teams in our conference and to enhance their overall experience. ANY team that withdraws from a conference hosted event after the scheduled dates (not times) have been posted MUST still pay the event fee for that specific event.

## **2.06 Ground Rules and Procedures**

Fall Season play may begin on August 2, 2019. All games must be scheduled to be played on or before November 24, 2019. Fall Season Midwest Conference teams must be available to play on the following weekends (September 7-8, September 14-15, September 21-22 and September 28-29). Teams are excused from Midwest Conference play during these weekends only for State Cup play.

### **a) Ground Rules**

1. The Goal is to come out of this process with your Midwest Conference schedule for the 2019 Fall Season. Each game should be assigned a site and a host organization designated for such site (even if played on a neutral site). The Midwest Conference is cognizant that teams, primarily with opponents from within their own state association, may opt to play OneOffs (or Self Schedule Games – ie. teams set their own date, time and location). There is no limit on the listing of OneOffs (Self Schedule Games). However, the designation of which games are One-Offs (Self Scheduled Games) must be firmed up. Once it is agreed that certain games shall be One Offs/Self Schedule Games, then those games dates must be submitted to the league by the first day matches can be played, August 2, 2019 (See Scheduling Policy for sanctions if games are not confirmed by August 2, 2019).
2. TRAVEL. All teams understand that this is a Regional League and that teams may travel hundreds of miles to participate in Midwest Conference games. The determination of game sites is based in part due to home locations of teams within a division and field availability. Teams understand that they may not play any home games.
3. COACHES. Teams should understand that due to the nature of scheduling of games for teams from across the region that scheduling games for the benefit of a single coach who coaches multiple teams should not be expected. Time conflicts will occur for those coaches that coach multiple teams on Midwest Conference weekends and the Midwest Conference, as well as the other teams within a division, are under no obligation to assist these coaches with their conflicts.
4. For purposes of hosting, the Midwest Conference has divided the Hosting of games into four types of categories:
  - o ONE-OFF HOSTING (SINGLE GAME). One field - one game
  - o GROUP HOSTING (MID-SIZE, MULTIPLE TEAMS, MULTIPLE GAMES). One to three fields - multiple games
  - o GROUP HOSTING (LARGE-SIZE, MULTIPLE TEAMS, MULTIPLE GAMES). Four or more fields - multiple games
  - o MIDWEST CONFERENCE HOSTED EVENTS (MULTIPLE TEAMS, MULTIPLE GAMES). Games hosted by the Midwest Conference at neutral sites. Designated host teams must ALWAYS contact their Referee Assignor immediately following scheduling of match.
5. The Midwest Conference does not prohibit teams from scheduling more than one game per day if the teams so agree.
6. If scheduling two games in one day, Midwest Conference Rules stipulate that efforts be made so that a minimum of three hours' rest occur between games (from the end of the first game to the start of the second).
7. Also, in situations where teams agree to play three games in a weekend, teams understand that their opponents may not play a similar schedule of games for that particular weekend. Teams should understand that if they agree to play three games in a weekend, that their opponents and other teams participating that weekend may not play an equal number of games and have equal rest between games. For example, in situations where opponents have different amount of rest in the same day between games, (in order) the host team or local team(s) should be the team(s) scheduled with the least amount of rest.

8. Team(s) may agree to play four games in a weekend due to exceptional circumstances as agreed to with the League Manager. In the event that there is a conflict where teams are unable to agree to a mutually agreeable date for their game, teams should apply the concept that State Cup Games are the ONLY games that take precedence over availability for Midwest Conference games.
9. All games that are to be played between teams from the same club must be played during the first one third of each team's season or the game will be considered a No-Contest. No consideration will be made for games that are postponed. These games must be played within the first third of a team's schedule. For example, in a 9 game season, this game must be 1st, 2nd or 3rd game of each team's season. For 6, 7 or 8 game season, this game must be the 1st or 2nd game of each team's season.
10. The Midwest Conference hosted sites are listed on the availability sheets for each division. These are not required events (except the mandatory showcase as listed) and sites are merely offered to teams as an option in scheduling games. However, we strongly encourage teams to take up these event weekend options.
11. Fall Season play may begin on August 2, 2019. All games are to be played on or before November 24, 2019. Waivers to these dates may be permitted only if all teams in a division agree in writing to extend the season and with the approval of the League Manager; or by special approval by the League Manager.
12. Fall Season Midwest Conference teams must be available to play on the following weekends (September 7-8, September 14-15, September 21-22 and September 28-29). Teams are excused from Midwest Conference play during these weekends only for State Cup play. The Midwest Conference avoids Labor Day and Columbus Day weekends for games. All games are to be played on or before November 24, 2019.
13. There is risk involved in scheduling matches on grass fields. Do not expect hosts to guarantee that games will be played as field and weather conditions may deem fields unplayable and/or closed.
14. Once the schedule is finalized teams are released from the Must Be Available weekends requirement.

**b) Procedures**

1. Once the Designated Scheduling Coordinator (DSC) is appointed at the scheduling meeting, the DSC is to collect and confirm the availability of each team during the meeting and hand over the to the League Manager.
2. DSC to confirm the host site information as provided by teams within the division. Teams should reconfirm that a host team has the number of fields available necessary in order to play games at the same time and provide for equal rest time in situations where teams agreed to play two games in one day. Teams should also reconfirm the playing surface of each field. Teams should confirm if games are scheduled on grass or turf (synthetic), as well as fields with any floodlights. Hosts are not obligated to secure back up turf fields as delays or postponements due to weather or field conditions cannot be controlled. All teams understand that there is a risk of postponement. Host pays for all costs associated with hosting. In situations where the host team has to move games from grass fields to turf fields, the host team is responsible for costs associated with such hosting. Visiting teams are under no obligation whatsoever to pay for costs unless specifically agreed by ALL teams involved at the time of the scheduling meeting.
3. Utilizing the scheduling match-up template provided to the DSC, place sites and dates agreed to by teams next to game match-ups. Game times for all games except those to take place at Midwest Conference hosted sites and any oneoffs should be determined before the schedule is finalized. It is expected that game start times and rest time between games played on the same day shall be equal (unless otherwise noted). If field changes require game time changes and un-equal rest time between games, the hosting team (followed by other local teams) shall be required to accept a schedule with the least rest time between games (unless agreed upon by the other participating teams). In other words, hosting team shall have no scheduling advantage in regards to rest. If game times are not determined, the host team has the right to schedule matches as they deem appropriate, pending Midwest Conference approval.
4. Teams may designate games to be One-Offs (Self Scheduled) - dates of these games to be scheduled by August 2, 2019 or the game may be considered a No Contest Game.
5. In situations where games are scheduled for Midwest Conference hosted sites, the Midwest Conference shall have the sole authority to determine game times (as multiple divisions will be playing on-site for these weekends). If a group of teams are scheduled to play two games in one day, game times should be designated as AM-for the series of games to be played first in the day; and PM-for the series of games to be played later in the day. This does not necessarily mean that AM games will be

played in the morning. Games may start as early as 7:15 am. Game times listed as PM could stretch from anywhere from Noon to 9 pm. These games times will not be posted until around a month before the event weekend. The Midwest Conference is not required to fulfill any special time requests for games scheduled at Midwest Conference hosted sites.

6. Matches are scheduled on grass fields with no turf back-ups at Midwest Conference hosted sites in Rockford and potentially Grand Park. There are field costs to the teams for playing matches at Midwest Conference hosted weekend sites. With the addition of these new event sites, teams that choose to attend these weekends will be subject to additional fee's as detailed above. Fee to be paid to US Youth Soccer. These event weekends have been added to enhance the showcase opportunities for the teams in our conference and to enhance their overall experience. This fee will go towards the additional rental costs, medical coverage, onsite staff and equipment needed to run these events safely and effectively.
7. The Midwest Conference retains the right to move any matches scheduled by two local teams, as defined solely by the Midwest Conference, OFF of the Midwest Conference hosted sites at any time.
8. At Midwest Conference sites, please know that field sizes vary from 105 to 120 yards in length and 60 yards to 75 yards in width. Fields at Midwest Conference hosted sites are available on a first finalized, first to secure basis as fields are limited. The Midwest Conference is not required to fulfill any special time requests for games at Midwest Conference hosted sites.
9. Midwest Conference games may be scheduled during other US Youth Soccer sanctioned competitions during Fall Season weekends. Games must be played under Midwest Conference rules and are subject to approval by the Midwest Conference. Teams and host organization will be held responsible for Midwest Conference rules compliance in these situations. Host organization will be responsible for all referee fees and assigning fees. Teams should know that scheduling matches at such events essentially strips Midwest Conference teams of all scheduling rights including but not limited to rescheduling. Extra fees may also be charged and any matches played at external events must be sent to League manager.
10. Once a schedule is submitted to the Midwest Conference, the League Manager will distribute a note to all teams confirming that the schedule has been received and that teams have agreed to the schedule.
11. After the deadline date, the Midwest Conference has the authority to accept a schedule without approval of the schedule by all teams in a division if a team(s) fails to actively participate in the scheduling process or a team(s) fails to comply with availability on must be available to play weekends (as determined solely by the League Manager).

## **2.07 Fall 2019 Season Scheduling Policy**

1. **Schedule.** Once a division schedule is posted on the Midwest Conference website it shall be considered official. Changes are permitted at the discretion of the League Manager due to transcription errors, inaccurate information provided to the Midwest Conference or other cause as determined by the League Manager. Other than One-Offs (self-schedule games - see below) the dates and sites are final. If game times are posted then they are confirmed (final), otherwise game times listed as TBA or AM/PM are still being confirmed. As confirmations occur on game times, they will be posted. Midwest Conference games must be played under Midwest Conference Rules.
2. **One-Offs (Self Schedule Games) –** Deadline to schedule is August 2, 2019 Games listed as TBA for the site, date and time are considered One-Offs (Self Schedule Games). The two teams are to mutually agree upon a date, site and time for the game and communicate the agreed upon date, time and site for the game to the Midwest Conference for posting. The designated host team is to secure referees. The deadline to establish game dates for One-Offs (Self Schedule Games) is August 2, 2019. The League Manager is to be notified in writing of the game date, time and site as agreed to by the teams. If the game is not finalized by this date the game may be considered a No Contest Game and the game will be recorded as played but with no score and thus each team earning zero (0) points for the contest. Failure to schedule One-Offs by August 2, 2019 may result in fines assessed against teams. Designated host teams must ALWAYS contact their Referee Assignor immediately following scheduling of match.
3. **Games Between Teams From The Same Club.** All games that are to be played between teams from the same club must be played during the first one-third of each team's season or the game will be considered a No-Contest. No consideration will be made for games that are postponed. These games must be played within the first third of a team's schedule. For example, in a 9 game season, this game must be 1st, 2nd or 3rd game of each team's season. For 6, 7 or 8 game season, this game must be the 1st or 2nd game of each team's season.

4. **No Contests.** Games deemed to be No Contests will be recorded as a game played but with no score and thus each team earning zero (0) points for the contest.
5. **Changing Current Game Site, Date and/or Time.** Teams are permitted to change current game date, time and/or site provided that such change is made more than 14 days prior to a scheduled game and in accordance to the following procedures:
  - (a) The team seeking to make the change contacts its opponent. Opponent must mutually agree on the game change in order for the change to occur. (NOTE: in a weekend where teams are playing multiple games and teams within a division and are seeking to move a game off of the weekend, provided that the game being changed does not improve the competitive status of teams in a weekend with such determination made solely by the League Manager, then the teams may proceed in requesting a game change). When notifying the Midwest Conference of any game changes, such communication must also be sent to all teams involved.
  - (b) IF mutually agreed, contact the League Manager with the request including the Game ID (from the schedule online), gender, age group division, and revised game date, time and site; and then
  - (c) Midwest Conference confirms the change by posting the revised game on its website.
  - (d) Host team contacts local referee assignor with the change(s) at least 14 days prior to original game date. Also, Referee assignors are to be advised a minimum 14 days prior to the date of a rescheduled game or they are not required to fulfill the request for referees.

If your opponent does not agree to a change then the game is scheduled to be played as posted.
6. **Additional Procedures on Game Changes.** Any game date, time or site change made within 14 days of a scheduled game shall result in a \$100 scheduling fee payable to US Youth Soccer. Full payment of referee fees may also be required for the game on the original game date and time even if game is changed. Any games that are forfeited within 14 days of a scheduled game date and time shall result in the offending team paying
  - (a) the full referee fees for the forfeited game,
  - (b) an additional \$250 forfeiture fee payable to US Youth Soccer and
  - (c) any field fees that may have been incurred by the host as determined by the League Manager.

Minor changes to fields and time made within 14 days of the original scheduled game date and time are permitted only as follows: Field change is less than or equal to 10 miles Time change is less than or equal to 30 minutes For all Game Changes, both teams must confirm that they are agreeable to the change and that full details are forwarded to the League Manager for approval. Referee Assignors MUST be notified by designated host team.
7. **Postponed Games (Procedures and Payment of Referee Fees)**
  - a. Due to Closing of Field, Field Conditions or Inclement Weather (One Off) If games are postponed the day of the game due to inclement weather, the participating teams will reschedule the game as if it were a One-Off (Self Schedule) game. Teams will have 7 days following the date of postponed game to reschedule the contest. Failure to re-schedule within 7 days may result in the game considered a NO CONTEST GAME, as described above. The Midwest Conference may allow teams past the 7-day deadline to reschedule if circumstances warrant. If referees are present at the scheduled game date, time and site and no notification of referees has occurred then full referee payment is required.
  - b. Due to One Team Attempting to Postpone (or Change Game) Without Opponent's Approval In the event that a team arbitrarily postpones a game, without the consent of the opposing team, the game will be treated as a forfeit. Please know that teams that forfeits any game will be relegated one tier for the following season. Team forfeiting a game must also comply with payment or referee fees, assigning fee and forfeiture fee.
  - c. Due to One Team Failing to Adhere to Midwest Conference Rules regarding Player Passes In the event that a team is found to failing to adhere to the Midwest Conference Rules in regards to Player Passes (i.e. failure to bring player passes to game, or incorrect sponsoring league passes), the team in non-compliance shall forfeit the game. Team forfeiting a game must also comply with payment or referee fees, assigning fee and forfeiture fee.
  - d. Due to Field Conditions or Inclement Weather (as part of a series of division games during a weekend) In situations where multiple games are being played at one site within a division, and games are postponed during the first day of competition (i.e. Saturday), the postponed games are to be scheduled to be played the following day (i.e. Sunday) if possible with such determination made solely by the Midwest Conference. A team committing to play games at a site with multiple games commits to play for the entire weekend (Saturday/Sunday). Any game changes should receive Midwest Conference approval. If the postponements occur on

Sunday, then the teams will have 7 days following the date of postponed game to reschedule the contest. Failure to re-schedule shall result in the game considered a NO CONTEST GAME, as described previously in this policy. The Midwest Conference may allow teams past the 7-day deadline to reschedule if circumstances warrant.

- e. Due to a Team having to compete in a State Cup Game In situations where a team must postpone a Midwest Conference game due to participation in its State Cup competition, that team bears the responsibility of having being flexible in rescheduling the Midwest Conference game. Such flexibility includes but is not limited to travelling to play the match. If the postponement occurs within 14 days of the Midwest Conference scheduled game, then the team forcing the postponement shall be responsible for both team's Scheduling Fees and any applicable referee fees.

### SECTION 3. MIDWEST CONFERENCE – SCHEDULING INFORMATION (SPRING 2020)

#### 3.01 Mandatory Scheduling Meetings

Tuesday, December 17th (PI and PII) and Wednesday, December 18th (ALL First Divisions), 2019 LOCATION Hilton Garden Inn 1501 S. Neil Street, Champaign IL 61820 The hotel website is found at: [Hilton](#) if you would like to book rooms at the hotel use the Group Code ID: *SOCGER*

#### 3.02 Meeting Schedule

One age group will be assigned to a time slot, seen below. Please arrive at least 15 minutes prior to the start of your assigned time in order to check in and to receive updated information for the scheduling process. Note, we have found that in the past, team representatives arrive early for these meetings. We understand some team reps may already be in the room from other age groups, but you **MAY NOT** start scheduling until your **actual start time**. If a team representative is not in place by the official start time, other reps in attendance may schedule without that team. If you do not have a representative at this meeting, then it will be considered that your team is available to play on all weekends throughout the Spring Season (excluding state cup weekends). Teams not in attendance **MUST** accept the schedule and teams in attendance are under no requirement to reschedule any of these matches. Any team failing to send a representative to the scheduling meeting may be subject to a \$200 league fine. The representative can be any staff member or volunteer from that club, they do not specifically have to be part of the team, but each team **MUST** have a representative at the scheduling meeting.

Boys 19U	9:00am to 10:30am
Boys 18U	10:30am to 12:00pm
Boys 17U	12:00pm to 1:30pm
Boys 16U	1:30pm to 3:00pm
Boys 15U	3:00pm to 4:30pm
Girls & Boys 14U	4:30pm to 6:00pm
Girls & Boys 13U	6:00pm to 7:30pm

The mandatory Scheduling Meeting is for all PI, PII and First Division 2020 Spring Season Boys and Girls teams. This will take place on December 17 (PI & PII) and December 18 (First Divisions). Teams will have the opportunity to develop and finalize their schedules, face-to-face, with other teams within their division. If you do not have a representative at this meeting, then it will be considered that your team is available to play on all weekends throughout the Spring Season (excluding state cup weekends). There will be no consideration for unavailability if a representative is not present at the meeting. We expect to come out of this meeting with game schedules completed. The schedule for the day can be seen above. It is our expectation that COACHES or club DOC's attend these scheduling meetings. Team admins may attend, but it is NOT recommended. Many clubs will send 1-3 coaches to schedule all ages for their whole club.

#### 3.03 General Scheduling Information

Conference schedules will be overseen by the League Manager, who will have sole discretion in the manner by which game schedules are developed. Teams participating in the Midwest Conference must be available to play on the published conference dates. By submitting your team application, your team is committing to play on the published dates for the conference.

- a) **Premier I Divisions, Premier II Divisions and First Divisions.** After the placement of teams into tiers and subdivisions, teams will be provided with this information on the Midwest Conference scheduling process, including details of the mandatory scheduling meeting, that will be posted on the conference website. The Midwest Conference provides the opportunity for teams to schedule all games in a division in accordance with Midwest Conference procedures. All teams in a subdivision must agree to the entire schedule. Availability of fields at Midwest Conference hosted sites is limited and will be provided to teams on a first completely approved scheduled, first served basis at the mandatory scheduling meeting. At the start of the mandatory scheduling meeting, a Division Scheduling Coordinator (DSC) will be assigned to each division by the group. The DSC will be responsible for completing the master sheet, having all teams sign and handing it to the scheduling staff to make copies to distribute to each team. Time conflicts will occur for those coaches that coach multiple teams on Midwest Conference weekends and the Midwest Conference, as well as the other teams within a division. The league is under no obligation to assist these coaches with their conflicts. Once schedules are developed at the meeting, schedule changes are permitted only in accordance with US Youth Soccer Leagues Program Midwest Conference Scheduling Policy.
- b) **Conference Qualifier Divisions in all Age Groups (IL teams only).** After the placement of teams into qualifier divisions, teams will be provided with information on the Midwest Conference scheduling process through a group email sent to each Team's Coach and Club Director of Coaching of teams. The Midwest Conference provides the opportunity for teams to schedule all games in a division in accordance with Midwest Conference procedures. All teams in a subdivision must agree to the entire schedule. A Division Scheduling Coordinator (DSC) who will be appointed by the Midwest Conference from within each division to assist in the process. Our hope is that only Club Directors of Coaching, the Head Coach of a participating team within the division, or a Full-time Club Administrator will be selected as the DSC. Generally, this person will be someone who has scheduled Midwest Conference games in the past.

### 3.04 Location of Games – Hosting

There are three (3) categories for hosting Midwest Conference games:

1. **Midwest Conference Hosting.** The Midwest Conference hosts games at a multiple field location. There will be additional costs, as listed below to the teams choosing to play matches at Midwest Conference hosted weekend sites. This covers higher rental fees, staffing, medical, parking or spectator fees charges.
2. **One-Off Hosting.** A team hosts a one off game between itself and another team from within its division. Host bears ALL costs for hosting or if teams agree, the teams may share costs (usually for games played at a neutral location).
3. **Group Hosting.** A team hosts a number of teams over a weekend amongst teams from within its division. Host team bears ALL costs for hosting, unless all teams agree to share costs at the time of scheduling.

### 3.05 Conference Hosted Weekends

Conference hosted weekend will take place on the following weekends:

#### Spring Season 2020

April 25-26 Rockford, IL Up to 15 fields (turf and grass) \$100 per team (1, 2 or 3 matches)

May 2-3 St Louis, MO 13 turf fields \$75 per game \*

May 2-3 Rockford, IL Up to 15 fields (turf and grass) \$100 per team (1, 2 or 3 matches)

May 8-10 Westfield, IN Spring College Showcase \$200 per team (3rd match an extra \$75) \*

\*Denotes a Stay to Play weekend. We are required to use the housing companies in order to use these state of the art facilities on these weekends. Housing information will be posted on the conference website after the scheduling meetings have been completed.

The fee's associated with these conference hosted event weekends are to cover additional facility fees, staff, medical coverage and equipment needed to run these events safely and effectively. These fees are in addition to your conference entry fee. The college showcase events are the only mandatory events as listed previously in this document. All other events are optional, but you accept the fee's if you schedule matches on any of these weekends. These event weekends have been added to enhance the showcase opportunities for the teams in our

conference and to enhance their overall experience. ANY team that withdraws from a conference hosted event after the scheduled dates (not times) have been posted MUST still pay the event fee for that specific event.

### **3.06 Ground Rules and Procedures**

Spring Season play may begin on February 7, 2020. All games must be scheduled to be played on or before June 7, 2020. Spring Season Midwest Conference teams must be available to play on the following weekends (April 18-19, April 25-26, May 2-3, and May 8-10). Teams are excused from Midwest Conference play during these weekends only for State Cup play.

#### **a) Ground Rules**

1. The Goal is to come out of this process with your Midwest Conference schedule for the 2020 Spring Season. Each game should be assigned a site and a host organization designated for such site (even if played on a neutral site). The Midwest Conference is cognizant that teams, primarily with opponents from within their own state association, may opt to play One-Offs (or Self Schedule Games – ie. teams set their own date, time and location). There is no limit on the listing of One- Offs (Self Schedule Games). However, the designation of which games are One-Offs (Self Scheduled Games) must be firmed up. Once it is agreed that certain games shall be One Offs/Self Schedule Games, then those games dates must be submitted to the league by the first day matches can be played, February 7, 2020 (See Scheduling Policy for sanctions if games are not confirmed by February 7, 2020).
2. TRAVEL. All teams understand that this is a Regional League and that teams may travel hundreds of miles to participate in Midwest Conference games. The determination of game sites is based in part due to home locations of teams within a division and field availability. Teams understand that they may not play any home games.
3. COACHES. Teams should understand that due to the nature of scheduling of games for teams from across the region that scheduling games for the benefit of a single coach who coaches multiple teams should not be expected. Time conflicts will occur for those coaches that coach multiple teams on Midwest Conference weekends and the Midwest Conference, as well as the other teams within a division, are under no obligation to assist these coaches with their conflicts.
4. For purposes of hosting, the Midwest Conference has divided the Hosting of games into four types of categories:
  - o ONE-OFF HOSTING (SINGLE GAME). One field - one game
  - o GROUP HOSTING (MID-SIZE, MULTIPLE TEAMS, MULTIPLE GAMES). One to three fields - multiple games
  - o GROUP HOSTING (LARGE-SIZE, MULTIPLE TEAMS, MULTIPLE GAMES). Four or more fields - multiple games
  - o MIDWEST CONFERENCE HOSTED EVENTS (MULTIPLE TEAMS, MULTIPLE GAMES). Games hosted by the Midwest Conference at neutral sites. Designated host teams must ALWAYS contact their Referee Assignor immediately following scheduling of match.
5. The Midwest Conference does not prohibit teams from scheduling more than one game per day if the teams so agree.
6. If scheduling two games in one day, Midwest Conference Rules stipulate that efforts be made so that a minimum of three hours' rest occur between games (from the end of the first game to the start of the second).
7. Also, in situations where teams agree to play three games in a weekend, teams understand that their opponents may not play a similar schedule of games for that particular weekend. Teams should understand that if they agree to play three games in a weekend, that their opponents and other teams participating that weekend may not play an equal number of games and have equal rest between games. For example, in situations where opponents have different amount of rest in the same day between games, (in order) the host team or local team(s) should be the team(s) scheduled with the least amount of rest.
8. Team(s) may agree to play four games in a weekend due to exceptional circumstances as agreed to with the League Manager. In the event that there is a conflict where teams are unable to agree to a mutually agreeable date for their game, teams should apply the concept that State Cup Games are the ONLY games that take precedence over availability for Midwest Conference games.
9. All games that are to be played between teams from the same club must be played during the first one third of each team's season or the game will be considered a No-Contest. No consideration will be made for games that are postponed. These games must be played within the first third of a team's schedule. For example, in a 9 game season, this game must be 1st, 2nd or 3rd game of each team's season. For 6, 7 or 8 game season, this game must be the 1st or 2nd game of each team's season.
10. The Midwest Conference hosted sites are listed on the availability sheets for each division. These are not required events (except the mandatory showcase as listed) and sites are merely offered to teams

as an option in scheduling games. However, we strongly encourage teams to take up these event weekend options.

11. Spring Season play may begin on February 7, 2020. All games are to be played on or before June 7, 2020. Waivers to these dates may be permitted only if all teams in a division agree in writing to extend the season and with the approval of the League Manager; or by special approval by the League Manager.
12. Spring Season Midwest Conference teams must be available to play on the following weekends (April 18-19, April 25-26, May 2-3, and May 8-10). Teams are excused from Midwest Conference play during these weekends only for State Cup play. All games are to be played on or before June 7, 2020.
13. There is risk involved in scheduling matches on grass fields. Do not expect hosts to guarantee that games will be played as field and weather conditions may deem fields unplayable and/or closed.
14. Once the schedule is finalized teams are released from the Must Be Available weekends requirement.

#### **b) Procedures**

1. Once the Designated Scheduling Coordinator (DSC) is appointed at the scheduling meeting, the DSC is to collect and confirm the availability of each team during the meeting and hand over the to the League Manager.
2. DSC to confirm the host site information as provided by teams within the division. Teams should reconfirm that a host team has the number of fields available necessary in order to play games at the same time and provide for equal rest time in situations where teams agreed to play two games in one day. Teams should also reconfirm the playing surface of each field. Teams should confirm if games are scheduled on grass or turf (synthetic), as well as fields with any floodlights. Hosts are not obligated to secure back up turf fields as delays or postponements due to weather or field conditions cannot be controlled. All teams understand that there is a risk of postponement. Host pays for all costs associated with hosting. In situations where the host team has to move games from grass fields to turf fields, the host team is responsible for costs associated with such hosting. Visiting teams are under no obligation whatsoever to pay for costs unless specifically agreed by ALL teams involved at the time of the scheduling meeting.
3. Utilizing the scheduling match-up template provided to the DSC, place sites and dates agreed to by teams next to game match-ups. Game times for all games except those to take place at Midwest Conference hosted sites and any oneoffs should be determined before the schedule is finalized. It is expected that game start times and rest time between games played on the same day shall be equal (unless otherwise noted). If field changes require game time changes and un-equal rest time between games, the hosting team (followed by other local teams) shall be required to accept a schedule with the least rest time between games (unless agreed upon by the other participating teams). In other words, hosting team shall have no scheduling advantage in regards to rest. If game times are not determined, the host team has the right to schedule matches as they deem appropriate, pending Midwest Conference approval.
4. Teams may designate games to be One-Offs (Self Scheduled) - dates of these games to be scheduled by February 7, 2020 or the game may be considered a No Contest Game.
5. In situations where games are scheduled for Midwest Conference hosted sites, the Midwest Conference shall have the sole authority to determine game times (as multiple divisions will be playing on-site for these weekends). If a group of teams are scheduled to play two games in one day, game times should be designated as AM-for the series of games to be played first in the day; and PM-for the series of games to be played later in the day. This does not necessarily mean that AM games will be played in the morning. Games may start as early as 7:15 am. Game times listed as PM could stretch from anywhere from Noon to 9 pm. These games times will not be posted until around a month before the event weekend. The Midwest Conference is not required to fulfill any special time requests for games scheduled at Midwest Conference hosted sites.
6. Matches are scheduled on grass fields with no turf back-ups at Midwest Conference hosted sites in Rockford and potentially Grand Park. There are field costs to the teams for playing matches at Midwest Conference hosted weekend sites. With the addition of these new event sites, teams that choose to attend these weekends will be subject to additional fee's as detailed above. Fee to be paid to US Youth Soccer. These event weekends have been added to enhance the showcase opportunities for the teams in our conference and to enhance their overall experience. This fee will go towards the additional rental costs, medical coverage, onsite staff and equipment needed to run these events safely and effectively.

7. The Midwest Conference retains the right to move any matches scheduled by two local teams, as defined solely by the Midwest Conference, OFF of the Midwest Conference hosted sites at any time.
8. At Midwest Conference sites, please know that field sizes vary from 105 to 120 yards in length and 60 yards to 75 yards in width. Fields at Midwest Conference hosted sites are available on a first finalized, first to secure basis as fields are limited. The Midwest Conference is not required to fulfill any special time requests for games at Midwest Conference hosted sites.
9. Midwest Conference games may be scheduled during other US Youth Soccer sanctioned competitions during Spring Season weekends. Games must be played under Midwest Conference rules and are subject to approval by the Midwest Conference. Teams and host organization will be held responsible for Midwest Conference rules compliance in these situations. Host organization will be responsible for all referee fees and assigning fees. Teams should know that scheduling matches at such events essentially strips Midwest Conference teams of all scheduling rights including but not limited to rescheduling. Extra fees may also be charged and any matches played at external events must be sent to League manager.
10. Once a schedule is submitted to the Midwest Conference, the League Manager will distribute a note to all teams confirming that the schedule has been received and that teams have agreed to the schedule.
11. After the deadline date, the Midwest Conference has the authority to accept a schedule without approval of the schedule by all teams in a division if a team(s) fails to actively participate in the scheduling process or a team(s) fails to comply with availability on must be available to play weekends (as determined solely by the League Manager).

### 3.07 Spring 2020 Season Scheduling Policy

1. **Schedule.** Once a division schedule is posted on the Midwest Conference website it shall be considered official. Changes are permitted at the discretion of the League Manager due to transcription errors, inaccurate information provided to the Midwest Conference or other cause as determined by the League Manager. Other than One-Offs (self-schedule games - see below) the dates and sites are final. If game times are posted then they are confirmed (final), otherwise game times listed as TBA or AM/PM are still being confirmed. As confirmations occur on game times, they will be posted. Midwest Conference games must be played under Midwest Conference Rules.
2. **One-Offs (Self Schedule Games) –** Deadline to schedule is February 7, 2020 Games listed as TBA for the site, date and time are considered One-Offs (Self Schedule Games). The two teams are to mutually agree upon a date, site and time for the game and communicate the agreed upon date, time and site for the game to the Midwest Conference for posting. The designated host team is to secure referees. The deadline to establish game dates for One-Offs (Self Schedule Games) is February 7, 2020. The League Manager is to be notified in writing of the game date, time and site as agreed to by the teams. If the game is not finalized by this date the game may be considered a No Contest Game and the game will be recorded as played but with no score and thus each team earning zero (0) points for the contest. Failure to schedule One-Offs by February 7, 2020 may result in fines assessed against teams. Designated host teams must ALWAYS contact their Referee Assignor immediately following scheduling of match.
3. **Games Between Teams From The Same Club.** All games that are to be played between teams from the same club must be played during the first one-third of each team's season or the game will be considered a No-Contest. No consideration will be made for games that are postponed. These games must be played within the first third of a team's schedule. For example, in a 9 game season, this game must be 1st, 2nd or 3rd game of each team's season. For 6, 7 or 8 game season, this game must be the 1st or 2nd game of each team's season.
4. **No Contests.** Games deemed to be No Contests will be recorded as a game played but with no score and thus each team earning zero (0) points for the contest.
5. **Changing Current Game Site, Date and/or Time.** Teams are permitted to change current game date, time and/or site provided that such change is made more than 14 days prior to a scheduled game and in accordance to the following procedures:
  - (a) The team seeking to make the change contacts its opponent. Opponent must mutually agree on the game change in order for the change to occur. (NOTE: in a weekend where teams are playing multiple games and teams within a division and are seeking to move a game off of the weekend, provided that the game being changed does not improve the competitive status of teams in a weekend with such determination made solely by the League Manager, then the teams may proceed in requesting a game change). When notifying the Midwest Conference of any game changes, such communication must also be sent to all teams involved.

- (b) IF mutually agreed, contact the League Manager with the request including the Game ID (from the schedule online), gender, age group division, and revised game date, time and site; and then
- (c) Midwest Conference confirms the change by posting the revised game on its website.
- (d) Host team contacts local referee assignor with the change(s) at least 14 days prior to original game date. Also, Referee assignors are to be advised a minimum 14 days prior to the date of a rescheduled game or they are not required to fulfill the request for referees.
- If your opponent does not agree to a change then the game is scheduled to be played as posted.
6. **Additional Procedures on Game Changes.** Any game date, time or site change made within 14 days of a scheduled game shall result in a \$100 scheduling fee payable to US Youth Soccer. Full payment of referee fees may also be required for the game on the original game date and time even if game is changed. Any games that are forfeited within 14 days of a scheduled game date and time shall result in the offending team paying
- the full referee fees for the forfeited game,
  - an additional \$250 forfeiture fee payable to US Youth Soccer and
  - any field fees that may have been incurred by the host as determined by the League Manager.
- Minor changes to fields and time made within 14 days of the original scheduled game date and time are permitted only as follows: Field change is less than or equal to 10 miles Time change is less than or equal to 30 minutes For all Game Changes, both teams must confirm that they are agreeable to the change and that full details are forwarded to the League Manager for approval. Referee Assignors MUST be notified by designated host team.
7. **Postponed Games (Procedures and Payment of Referee Fees)**
- Due to Closing of Field, Field Conditions or Inclement Weather (One Off) If games are postponed the day of the game due to inclement weather, the participating teams will reschedule the game as if it were a One-Off (Self Schedule) game. Teams will have 7 days following the date of postponed game to reschedule the contest. Failure to re-schedule within 7 days may result in the game considered a NO CONTEST GAME, as described above. The Midwest Conference may allow teams past the 7-day deadline to reschedule if circumstances warrant. If referees are present at the scheduled game date, time and site and no notification of referees has occurred then full referee payment is required.
  - Due to One Team Attempting to Postpone (or Change Game) Without Opponent's Approval In the event that a team arbitrarily postpones a game, without the consent of the opposing team, the game will be treated as a forfeit. Please know that teams that forfeits any game will be relegated one tier for the following season. Team forfeiting a game must also comply with payment or referee fees, assigning fee and forfeiture fee.
  - Due to One Team Failing to Adhere to Midwest Conference Rules regarding Player Passes In the event that a team is found to failing to adhere to the Midwest Conference Rules in regards to Player Passes (i.e. failure to bring player passes to game, or incorrect sponsoring league passes), the team in non-compliance shall forfeit the game. Team forfeiting a game must also comply with payment or referee fees, assigning fee and forfeiture fee.
  - Due to Field Conditions or Inclement Weather (as part of a series of division games during a weekend) In situations where multiple games are being played at one site within a division, and games are postponed during the first day of competition (i.e. Saturday), the postponed games are to be scheduled to be played the following day (i.e. Sunday) if possible with such determination made solely by the Midwest Conference. A team committing to play games at a site with multiple games commits to play for the entire weekend (Saturday/Sunday). Any game changes should receive Midwest Conference approval. If the postponements occur on Sunday, then the teams will have 7 days following the date of postponed game to reschedule the contest. Failure to re-schedule shall result in the game considered a NO CONTEST GAME, as described previously in this policy. The Midwest Conference may allow teams past the 7-day deadline to reschedule if circumstances warrant.
  - Due to a Team having to compete in a State Cup Game In situations where a team must postpone a Midwest Conference game due to participation in its State Cup competition, that team bears the responsibility of having being flexible in rescheduling the Midwest Conference game. Such flexibility includes but is not limited to travelling to play the match. If the postponement occurs within 14 days of the Midwest Conference scheduled game, then the team forcing the postponement shall be responsible for both team's Scheduling Fees and any applicable referee fees.

## **SECTION 4. MIDWEST CONFERENCE – TEAM ROSTER & PLAYER GUIDE**

### **4.01 General**

All players must be current US Youth Soccer members and have member passes (Primary Pass players only) that have been approved by their respective State Association. During a season (Fall or Spring) a player may only be listed on one Team Roster. Players listed on a Team Roster may also be listed on the Club Pass Roster(s) on team(s) within the same US Youth Soccer affiliated club as approved by the team's State Association, in accordance with Conference Rules and Policy. A player that is rostered to a team outside of the Conference but within the same US Youth Soccer affiliated club as approved by the team's State Association, may also be listed on the Club Pass Roster(s) on team(s) within the same US Youth Soccer affiliated club. Players on Secondary Passes with a team/club are not eligible to be added to Conference rosters under their Secondary Pass.

### **4.02 Team Roster Size**

The maximum roster size on a Team's Roster is 22 (this excludes players listed on the Club Pass Roster - see below).

### **4.03 Transfers**

Transfers within the Conference are not allowed during the season. Once a player is on a Conference roster, such player is frozen on such team's pool of 30 players for the remainder of the Conference Season.

### **4.04 Deadline for Roster Additions**

All rosters, Team and Club Pass (formerly Guest) are frozen after the roster freeze deadline. No additional players may be added after this date. Deadline can be seen on the Conference Calendar.

### **4.05 Club Pass Roster**

Club Pass players must come from within your club. Only players that hold a current US Youth Soccer member pass may be club pass for a team from within the same US Youth Soccer affiliated club. The maximum number of Club Pass players is three (3) to twenty-one (21) based on the number of players on a Team Roster.

### **4.06 Maximum Number of Players Used in the Season by the Team**

A team is allowed to list and thus use no more than 30 players during the course of a season that includes all players listed on the Team Roster during the course of a season plus any Club Pass players listed on a Club Pass Player Roster.

### **4.07 Submission of Team Roster**

Teams must file with the Conference its state association approved Team Roster and State Association approved Club Pass Player Roster. All teams must submit an initial official Conference Team Roster of players no later than seven (7) days prior to the team's scheduled first game. A state association approved Club Pass Player Roster must be filed with the Conference no later than 24 hours prior to a game's kickoff in order for all players to be listed on the roster(s) to be eligible to play. No additions permitted after the Roster Freeze Date. Deadline can be seen on the Conference Calendar.

### **4.08 Additions to Team Roster and/or Club Pass Player Roster**

Additions to the Team Roster or the Club Pass Player Roster may be made throughout the season and must be filed with the Conference no later than 24 hours prior to a game's kick off in order for players listed on the roster(s) to be eligible to play. No additions to either roster permitted after the Roster Freeze Date.

### **4.09 Multiple Teams From the Same Club**

In situations where multiple teams from the same club are participating in the Conference, including multiple teams within the same age group, at no time shall a player play for more than one Conference team in any one day and at no time shall a player play for more than one team within the same gender age group.

### **4.10 Game Rosters**

No more than 18 players may appear on your team's lineup card and play in any one game.

#### **4.11 Team Rosters – General Overview**

- a) The maximum Team Roster size is 22.
- b) An initial Team Roster is to be filed with the Conference Office no later than seven days prior to a team's first Season Conference game. Additions to a Team Roster must be filed with SportsForms no later than 24 hours prior to the first Conference game that such player participates. No additions permitted after the Roster Freeze Date.
- c) All Conference rosters are submitted through SportsForms.
- d) While players may be added to a team's roster throughout the course of the season (subject to the 30 player maximum limit), once a player is on a Conference roster, such player is frozen on such team's roster for the remainder of the Conference season.

#### **4.12 Club Pass Rosters – General Overview**

- a) In the Conference, only players that hold a current US Youth Soccer member pass from within the same US Youth Soccer affiliated Club may be a Club Pass player. In other words, a US Youth Soccer member player may "guest" on a Conference team if such player is rostered on a team from within the same affiliated club. The home State Association for a team will determine the definition of club pass for this purpose.
- b) At no time may a player from another Conference team be listed as a Club Pass player on another team within the same age group.
- c) For all age levels the maximum number of Club Pass player limits will vary based on the number of players on the Team Roster.
- d) Under no circumstances will the Conference allow a team to utilize more than 30 total players during the course of a season.
- e) In order for a Club Pass player to be eligible, a properly completed Club Pass Player Roster form must be filed with the Conference Office no later than 24 hours prior to the first Conference game that such player participates. No additions permitted after the Roster Freeze Date.
- f) An authorized official from the home State Association must authorize the validity of the Conference Club Pass Player Roster each and every time a change is made to the Club Pass Player Roster.
- g) Teams may add Club Pass players to their Club Pass Player Roster Form throughout the course of a Conference season provided that total number of Club Pass players does not exceed the maximum allowed. No additions permitted after the Roster Freeze Date.
- h) Teams may not replace Club Pass players once they are placed/added to a Conference Club Pass Player Roster Form and filed with the Conference except if such change is done prior to a team playing its first Conference game of the season.

### **SECTION 5. MIDWEST CONFERENCE – PROTESTS AND FINAL AUTHORITY**

#### **5.01 Protests**

Protests must be made in accordance with US Youth Soccer Leagues Program Rules, Section 24. To be valid and eligible for consideration, a protest must be noted on the Match Report and orally lodged by a team official with the match referee and the opposing coach at the game site before leaving the field of play. All protests must be submitted in writing and filed by the Director of the Club or the Director of Coaching of the Club that the team is a member with the appropriate fee to the Conference League Manager. The protest must be postmarked no later than three (3) business days after match completion in accordance with the Filing Procedures listed in Rule 24.06. The referee is the final authority on the field of play. All decisions of the referees with respect to matters of fact, including judgment matters, are final.

#### **5.02 Final Authority**

The League Manager shall have final authority to act in the best interest of the Midwest Conference, which may include but not limited to addressing situations not covered in the Midwest Conference Operating Procedures.