

Policy number: FNB-1003

Effective date: 1 July 2011

Version: 2

Title: Membership Policy

## **1.0 GUIDING PRINCIPLE**

Football New Brunswick (FNB) is the recognized Provincial Sport Organization (PSO) for Tackle, Flag and Touch Football in the Province of New Brunswick. As the PSO, FNB will offer membership to teams, groups and associations that meet an objective set of criteria as determined by FNB.

According, the Board of Directors (BoD) of FNB will develop and maintain a set of criteria for acquiring and maintaining membership.

## **2.0 POLICY STATEMENT**

Membership is required for teams, groups or associations to obtain full membership benefits from FNB. These benefits include, but are not limited to coverage under the FNB insurance plan, sanctioning of activities, competitions, or program of play, access to coaching training and certification, and access to funding (See section 4.0 for a complete list of benefits). The BoD of FNB will determine if the team, group or association has met the criteria to be a member.

FNB may at its discretion operate regional and provincial programs to enhance and promote the sport of Football. Nothing in policy shall restrict FNB from said activities.

## **3.0 PROCEDURE**

A team, group or association may request membership with FNB via the following procedure:

- 3.1 Written (email is acceptable) application made to the FNB Executive Director at least 45 days prior to the AGM.
- 3.2 The application shall indicate which membership category the team, group or association is applying for.
- 3.3 Included or attached to the request for membership is:
  - 3.3.1 a description of the activity, camp, competition, or program of play the group is planning to undertake;
  - 3.3.2 a description of what ages and genders the planned activities are open to;

- 3.3.3 the geographic area that is to be encompassed by the team, group or association;
  - 3.3.4 a list of names and contact information (mailing address, phone number(s), and email(s)) of all executive members of the team, group or association including an indication of the person who will be 'in charge' for the purposes of this application;
  - 3.3.5 an indication of the legal status of the team, group or association (incorporated or unincorporated);
  - 3.3.6 details of any current insurance of the team, group or association;
  - 3.3.7 a financial statement fully disclosing any outstanding financial obligations of the team, group or association seeking membership;
  - 3.3.8 a statement declaring it is a not for profit team, group or association
  - 3.3.9 a statement asserting that the team, group or association is willing to follow and be governed by the Long Term Athlete Development (LTAD) model for any activity, competition, or program of play they will offer ; and
  - 3.3.10 a statement asserting that the team, group or association has read and is willing to abide by all applicable FNB policy's or to develop more encompassing policy's.
- 3.4 The Executive Director will receive and distribute the membership application for the BoD review. If there is no scheduled board meeting within the timeframe of the request it may be reviewed and decided by an electronic (email) vote.
- 3.5 The team, group or association requesting membership shall provide to the BoD of FNB or its designate answers to relevant questions regarding the team, group or association that is seeking membership and their goals and purposes.
- 3.6 Once the BoD of FNB have obtained all necessary information, the application is then presented at the AGM for approval by the voting members of FNB.
- 3.6.1 In extreme circumstances as decided by the FNB BoD, a Semi-Annual General Meeting may be arranged for membership approval of the requesting team, group or association.
- 3.7 The Executive Director of FNB will notify the 'in-charge' person requesting membership whether the FNB BoD and its members approved or declined the membership request. If membership has been declined the reasons for declining membership shall be provided.
- 3.8 Teams, groups or associations once granted membership shall maintain their status as member of FNB unless they;
- 3.8.1 Request in writing to have their status as a member revoked
  - 3.8.2 Cease to be a member in 'good standing'

- 3.9 The BoD of FNB may revoke membership for any team, group or association that it has previously been granted membership under the following conditions;
- 3.9.1 the team, group or association that initially requested membership ceases to be an active entity, or
  - 3.9.2 the team, group or association has not met their financial obligations to FNB, or
  - 3.9.3 the team, group or association has engaged in activities that cast FNB in a negative light.

#### **4.0 Membership Benefits**

If granted membership, the team, group or association will have rights to the following benefits

- 4.1 FNB Insurance Plan at membership cost (please refer to Insurance Policy for more detail)
- 4.2 Sanctioning of activities, competitions, or program of play
- 4.3 Access to NCCP coaching training and certification at membership cost
- 4.4 Access to FNB clinics and camps at membership cost
- 4.5 Access to funding and equipment
- 4.6 Right to use Football New Brunswick name and logo
- 4.7 Football Canada Rulebooks and resources at cost
- 4.8 Recognition of PSO membership at Football Canada events
- 4.9 Access to Anti-Doping program resources and management
- 4.10 Access to SIRCUIT: Through FNB's membership with Football Canada, members will have access to the Sport Information Resource Centre (SIRC). SIRC is the world's leading bibliographic database producer of sport, fitness, and sport medicine information. SIRC provides an electronic news and information service and provides football specific and football related bibliographic references. Should any of the titles be of interest to you, the full-text documents will be available at a discounted rate through Football Canada.
- 4.11 Access to the FNB's, "HUDL" (game film, multi-media video program)
- 4.12 Limited financial support in the form of grants and bursaries (as approved by the FNB BoD).
- 4.13 Use of the FNB Conference Call Program
- 4.14 Access to FNB Discounts
- 4.15 Protection under FNB Policies and Procedures
  - 4.15.1 FNB has developed numerous policies and procedures. As stated in section 3.3.10, as a member of FNB you agree to abide by all said policies and therefore improve your group, team or associations standards and regulations.
- 4.16 FNB BoD reserves the right to change the benefits outlined in section 4.0 of this policy as they see appropriate