

Policy number: FNB-1001

Version: 4

Effective date: January 1, 2011

Last Updated: March 31, 2023

Title: Sanctioning 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 sanction to activities, competitions, and programs of play that meet an objective set of criteria as determined by FNB.

The Board of Directors (BoD) of FNB will develop and maintain a set of criteria for sanctioning. Activities, competitions, and programs of play that have been sanctioned by FNB may utilize wording and the FNB logo indicating that the activities, competitions, or a program of play has been sanctioned.

2.0 POLICY STATEMENT

- 2.1 Each member organization may elect to have activities, competitions, and programs of play sanctioned by FNB. The BoD of FNB will determine if the activities, competitions, or program of play has met the criteria to be sanctioned.
- 2.2 It is recognized that FNB is responsible for specific activities, competitions, and programs of play that fall directly under FNB jurisdiction (as opposed to a member organizations jurisdiction). As such said activities, competitions, and programs of play will automatically be sanctioned by FNB.
- 2.3 Any activities, competitions, or program of play involving a member of FNB and a member of another Provincial Sport Organization (PSO) i.e. Football Nova Scotia, and will require said activity, competition, or program of play to be sanctioned by FNB. FNB will not sanction any activity, competition, or program of play involving a member of FNB and a non-member, unless the non-member is a member of another provinces PSO.
- 2.4 Any activities, competitions, or program of play involving a member of FNB and a non-Canadian team or group will require said activity, competition, or program of play to be sanctioned by FNB and by Football Canada.

-
- 2.5 Non-members of FNB may only obtain sanction for the purpose of running a football camp. If approved, any non-member of FNB requesting sanctioning of a football camp whose participants are under the age of 18, must also work with the minor association in their jurisdiction to ensure there are no conflicts. Below is the order in which sanctions must be approved:
- 2.1.1 the non-member must complete the FNB Sanction Request Form and be approved by the FNB BoD.
 - 2.1.2 FNB will only grant sanctioning to non-members if they meet the criteria stated in this policy's procedures.
 - 2.1.3 Following FNB BoD approval, the Football NB Executive Director will then obtain written approval from the minor association jurisdiction in which the non member is seeking approval in.
 - 2.1.4 If sanctioning is approved all non-members must pay the non-member insurance fee.
- 2.6 FNB reserves the right to sanction any member or non-member event that relates to special community projects, that meet the criteria outlined in this policy and may adjust any fees as the FNB BoD sees appropriate.

3.0 PROCEDURE

An organization may request FNB sanction via the following procedure:

- 3.1 Written completion of the FNB Sanction Request Form (email is acceptable) made to FNB's Executive Director (ED) at least 30 days prior to the start of an activity, competition, or program of play
- 3.2 Completion of FNB Sanction Request Form will require the following information:
 - 3.2.1 the name and contact information (phone number and email) of the person 'in charge' of said activity, competition, or program of play
 - 3.2.2 a description of the activity, competition, or program of play
 - 3.2.3 a copy of the insurance policy in place (if other than the insurance provided through Football New Brunswick)
 - 3.2.4 declaration of association, team or organizations not-for-profit status

-
- 3.2.5 a statement asserting that the activity, competition, or program of play falls within the Long Term Athlete Development (LTAD) model and is inclusive to any players within the appropriate designated age levels according to the LTAD.
 - 3.2.6 List of coaches participating and their NCCP credentials. All coaches must have a minimum of Safe Contact and **Safe Sport training**.
 - 3.2.7 a copy of the organizations policy relating to Participants Safety (FNB Safety Policy may be used)
 - 3.2.8 and agreement to abide by all FNB policies and procedures including FNB's Screening Policy.
 - 3.3 The Executive Director will prepare the necessary material for the BoD review. If there is no scheduled board meeting within the timeframe the request may be reviewed and decided by an electronic (email) vote.
 - 3.4 Sanction will be required to be renewed on a periodic basis with a one year maximum
 - 3.5 The association, team or organization requesting sanction shall provide to the BoD of FNB or its designate answers to relevant questions regarding the activity, competition, or program that they are seeking approval for
 - 3.6 The Executive Director of FNB will notify the person "in charge" requesting sanction that the BoD of FNB has granted sanction, granted a provisional sanction, or declined sanction for any activity, competition, or program of play
 - 3.7 The BoD of FNB may revoke sanction for any activity, competition, or program that it has previously sanctioned under the following conditions
 - 3.7.1 the member organizations that initially requested sanction ceases to be a member of FNB, or
 - 3.7.2 the BoD of FNB has reason to believe that the sanctioned activity, competition, or program has been modified such that it presents a unforeseen danger to the participants, or
 - 3.7.3 the BoD of FNB has reason to believe that the information completed and signed upon in the Sanction Request Form by the team, group or association person "in charge" is not being followed as previously outlined, or
 - 3.7.4 the association, team or organization that initially requested sanction does not respond in a timely manner to questions related to the said activity, competition, or program