

### **Organizational Mission:**

**Arlington Impact** was created to provide a local Arlington-based path for dedicated, motivated, and highly-skilled softball players to further develop and prepare to play at the collegiate level. Arlington Impact provides the critical infrastructure support necessary to achieve that goal including advanced skill development, recruiting guidance and support, player recruiting profiles, showcase participation, and camp support. Arlington Impact provides a highly experienced, stable coaching staff that knows what it takes to play at the next level. Teams are expected to develop into strong “A” level teams and compete at the national level.

In terms of organizational philosophy, Arlington Impact believes in creating a positive experience that lets players maintain and grow their passion for the game, empowers them to be quick thinkers and decision-makers, and helps them grow and mature as young adults. It is the goal of the Arlington Impact organization to develop its players to value success through good sportsmanship, determination, dedication, and hard work. In terms of college placement, Arlington Impact believes that it is not enough to pursue softball opportunities; rather, it is critical to find the right fit for players *academically, socially and athletically*.

### **1. Travel Program:**

Arlington Impact (the “Program”) is a division of the Arlington Girls Softball Association (AGSA), and is intended to complement the existing offerings of AGSA House, Spirit, and Sage, by providing support for dedicated players that want to compete at the national level and pursue college softball. Team(s) will be formed each July/August for the following year. The Program will focus on the 14U-18U level when players seek more rigorous training and support to achieve their goals. The scope of the program will depend upon the availability of qualified coaches, interested players, and AGSA capacity. Unless otherwise stated in this charter, the rules and by-laws of AGSA, as amended and approved by the AGSA Executive Board, will apply.

#### **1.1 Program Administration**

The Program's administration will be composed of the Arlington Impact commissioner, assistant commissioner, the team business manager (or by default, the AGSA treasurer) and the coaches of the participating teams. The Arlington Impact commissioners will be elected as part of the annual AGSA Executive Board elections.

#### **1.2 The Arlington Impact commissioners**

The Arlington Impact commissioner and assistant commissioner will be elected members to the AGSA Executive Board. The lead Arlington Impact commissioner will be the overall manager of the Program having the same administrative authority as other AGSA League commissioners. The Arlington Impact commissioner may appoint a recruiting coordinator for the Program. The Arlington Impact commissioner has responsibility for recruiting coaches, providing guidance on recruiting support, tournament and showcase scheduling, and reporting to the AGSA Executive Board on progress of the Program. The assistant commissioner is responsible for operations in the absence of the lead commissioner or by assignment from the lead commissioner.



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1.3 The Team Business Manager (TBM)

The team business manager (TBM) is an individual recommended by the coach and approved by the Arlington Impact commissioner. The TBM will develop team budgets, secure team insurance, and ensure all players have completed all requirements to participate on the tournament/travel teams. The TBM will report to the team coach who reports to the Arlington Impact commissioner. The AGSA treasurer will support the work of the TBM. The AGSA treasurer is responsible for ensuring the TBM follows the requirements of a 501.3c non-profit organization. A head coach may act as TBM with approval from the Arlington Impact commissioner.

1.4 Recruiting Coordinator

The Impact recruiting coordinator, appointed by the Arlington Impact commissioner, will assist players in developing their overall recruiting plan. Team head coaches may also fill and/or assist in this function in lieu of a recruiting coordinator. Responsibilities will include, but not be limited to, the list below:

- Develop player profile
- Update profile with current videos, transcripts, highlights
- Identify target school list
- Plan for college camps & visits
- Communicate plans to coaches (including interest, athletic & academic updates, showcase schedules & results, video updates)

Note: players are responsible for taking ownership and making updates to their profiles and communications. The head coach/recruiting coordinator will provide the support, deadlines, feedback, and other assistance needed.

**2. Tournament Year and Reporting Requirements:**

2.1 Tournament Year

The individual teams will be formed in early August and run through the following July.

2.2 Team Budget

Each team will prepare a budget for the upcoming season (fall/winter or spring/summer) along with a schedule of planned tournaments, doubleheaders, scrimmages or other team events and present to the Arlington Impact commissioner. \*See Section 9.1 for due dates of these budgets. In addition, the team fee must be presented to the AGSA registrar for input into the online registration system at least two weeks prior to player registration.

2.3 AGSA Executive Board Approval

The Arlington Impact commissioner will inform the AGSA president and Executive Board of their plans for teams for the following year by June 1. A plan for the tournament year with a schedule of events for the summer is to be communicated by March 15th and, for the fall, by September 15th.

**3. Travel Team Coaching Staff:**

To support the Program's objectives of player development and preparation for collegiate play, Arlington Impact will seek out high quality coaches that have strong experience in player



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development and may have played collegiate softball themselves, which helps provide players role models and support in the recruiting process. An announcement will be made via email and/or website posting to AGSA members that a coach is being sought for a particular team. The Arlington Impact commissioner will recruit the team coaches in accordance with the procedures approved outlined below:

**3.1 Coach Application**

Individuals interested in becoming an Arlington Impact head coach must first contact the Arlington Impact commissioner and undergo an initial screening for the position being sought. At this time, candidates must disclose any coaching or administrative affiliations with non-AGSA, softball-oriented organizations. Additionally, business relationships with potential team parents and players, such as paid instructional work, must also be disclosed.. The Arlington Impact commissioner and AGSA president will review and determine whether those affiliations present a conflict of interest that would require the affiliation to be dissolved prior to accepting a coaching position.

Upon initial approval by the Arlington Impact commissioner, the individual candidate will submit an online coach application available on the AGSA website. Final selection of coaches is at the discretion of the Arlington Impact commissioner, with approval from the AGSA president.

**3.2 Selection/Appointment**

Once head coaching selections have been made and announced, each head coach must provide the Arlington Impact commissioner with a list of prospective assistant coaches for approval. Ideally, each Arlington Impact team should have a head coach and 1-2 assistant coaches who represent the gender and racial diversity of our community. Each team may also appoint a team manager to handle logistical, uniform, and equipment requirements of the team. All head coaches and assistants must register and undergo a background check.

**3.3 Safe Sport**

To promote the highest level of integrity and safety of the Program, all head coaches and assistants will be required to complete designated training and education via the US Center for Safe Sport.

**3.4 Paid Coaches**

In the interest of attracting and retaining strong professional head coaches, coaches may be paid an annual stipend to be determined by the Impact commissioner. Stipends should be consistent across coaches for different teams, but may vary based on experience and age group of the team. In addition to the annual stipend, non-parent coaches will also be reimbursed for travel expenses associated with team travel. Coaching fees are to be incorporated into each team's individual budget for the year.

**3.5 Private Coaching Services/Instruction**

It is understood that coaches may provide private paid instruction to softball players on their personal time. However, these services may not be provided to players who are members of their current team.



#### 4. Program Relationships:

##### 4.1 High School Programs

It is expected that most Arlington Impact players will also compete for their high school softball programs. The Arlington Impact Program is intended to complement, not compete with, high school softball athletics. During the high school softball season, Arlington Impact will work to ensure that scheduling conflicts are minimized and that the priority of the high school softball program is maintained. To the extent that Arlington Impact players elect to play other high school sports during the softball season, it is expected that Arlington Impact practices and games will take priority. To support multi-sport athletes, Arlington Impact coaches are encouraged to allow some flexibility for players interested in pursuing other sports during the off-season.

##### 4.2 Local Community

Community engagement fosters positive relationships between the Program, its members, and the local community. As a member of the Arlington community, the Arlington Impact Program will seek opportunities to actively participate in and contribute to the local community via social and athletic activities, donations, and/or service projects.

#### 5. Player, Parent/Guardian, and Coach Responsibilities:

##### 5.1 Team Conduct

All players, parents/guardians, and coaches participating in the Arlington Impact Program are subject to the [AGSA Code of Conduct](#).

##### 5.2 Team Commitment and Contract

Arlington Impact is intended to be an elite-level organization designed to develop and support those players who desire to play at a highly competitive level and/or strive to play at the collegiate level. As such, players on Arlington Impact will be expected to meet the demands associated with those goals. This may include, but is not limited to, a more rigorous in-season and off-season practice schedule, requirements for outside instruction, more frequent and longer distance travel, as well as active participation in recruiting profile development, college coach communication and college camp activities.

Prior to the start of each fall season, all players, parents/guardians, and coaches in the Arlington Impact Program must sign a **Player/Parent/Coach Contract** that stipulates the commitment required. This contract will clearly and simply address recruitment, playing time, fees, outside instruction requirements, coaching philosophy and the program competition and travel schedule, which will include a plan for practices, tournaments, and other league play during the eleven months of play. This contract will fully define what is expected and required of team members, parents/guardians and coaches. The purpose of this written agreement is to ensure that there is a clear understanding of how the team will function during the year of play. Lack of adherence to the contract may result in disciplinary action and, in some instances, constitute removal from the Arlington Impact Program and/or Team.

##### 5.3 Playing Time



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The coach through his/her assessment of game situations, player skills, and player development will determine game playing time. There is no guarantee, stated or implied, of playing time or for a particular position. The coach shall make every effort to provide sufficient opportunity for players to gain field and positional playing time. Failure to comply with team expectations (e.g. attendance, timeliness, level of effort, sportsmanship) will negatively impact playing time.

**6. Player Eligibility**

6.1 Arlington Impact Residency Expectations

Arlington Impact strives to maintain as many Arlington players as possible, consistent with our mission to provide an Arlington-based option for local athletes to pursue highly competitive, college prep softball. However, we recognize the myriad of competitive alternatives offered in our area, including a significant number of national organizations with strong records of placement. We therefore target a 50% ratio of Arlington to Non-Arlington players and require a minimum of 25%. Coaches will strongly consider all Arlington players that try out. For purposes of these team ratio expectations, an “Arlington player” is a player who meets at least one of the following criteria:

- Is an Arlington County resident
- Has played one or more seasons under the AGSA House League Program
- Attends school in Arlington County
- Is a resident of Falls Church City or Washington, DC, which do not have a travel softball program

The decision to field a team with less than the target goal of 50% Arlington players must be approved by the Arlington Impact commissioner and AGSA president.

**7. Team Selection Process:**

7.1 Tryouts

Competitive tryouts shall be conducted in July/August for all Arlington Impact teams to ensure all players have a fair and equitable chance to demonstrate their playing capabilities. A public announcement of the tryouts will be done via various advertising outlets (e.g. AGSA website, social media) to alert players of the tryout dates, times, and locations. Prospective players must register for tryouts via the **AGSA registration system**.

Arlington Impact coaches who would like to recruit a player(s) from an existing AGSA team must disclose their intent with the current coach prior to contacting the player and/or the player’s family.

7.2 Team Composition

A team of players will be selected as the 'core' team. The head coach may also identify a number of alternate players who will be allowed to practice with the team and attend tournaments as substitute players for injured or otherwise unavailable primary players.

7.3 Team Selection

A travel team coach will determine the method of evaluation and the individuals doing the evaluations. An important component of the evaluation process will be consideration of the player's availability and desire to commit to the team’s practice, game, and travel schedule.



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Consideration also should be paid to Arlington residency status, a player's proximity to Arlington, and whether the player represents a racial or ethnic group that is under-represented on Arlington Impact teams.

7.4 Finalizing Team Rosters

Once evaluation has been completed, the respective head coach will submit a proposed roster to the Arlington Impact commissioner (or his/her designee), AGSA president, and the AGSA registrar to obtain final roster approval. Player registration will be enabled by the AGSA registrar only after final approval is granted.

**8. Fees, Scholarships, Fundraising, & Dues:**

8.1 Fee Allocation

Each Arlington Impact Program team is expected to operate on a break-even basis, with the expectation of having a carryover of at least \$1,000 at the end of each season. Each team will be responsible for paying all of its playing costs, including tournament fees, uniforms, equipment, insurance, coach stipends, rental of indoor practice facilities, AGSA/Arlington Impact administrative costs, spirit wear, decals and any other miscellaneous items.

8.2 AGSA Fee Assessment

The Arlington Impact is a division of AGSA and shares resources, fields, equipment, administrative costs and non-profit organizational status under the AGSA umbrella. Anyone playing or coaching in the Arlington Impact program must register in AGSA, just as all other players and coaches in the House Leagues must register. It is for the protection of the players and coaches as well as the organization. There is a flat nominal annual fee that is assessed at the time of registration (typically in the fall) and is necessary to cover operating costs of the organization including County fields fee, team fees, coach background checks, field maintenance supplies, and some administrative costs.

8.3 Team Fee Assessment

Each Arlington Impact team will raise the necessary funds to cover playing costs through a combination of player assessments, team sponsor donations, and/or team fundraising activities. AGSA/Arlington Impact will provide financial assistance in the form of scholarships to the extent determined appropriate by the AGSA president, the Arlington Impact commissioner and the AGSA treasurer allowing for the constraints of available scholarship funds.

8.4 Scholarships

Scholarships are offered to players with financial need through a separate Arlington Impact scholarship account in the general Arlington Impact account, funded primarily through registration fees and direct donations. Scholarships do not cover the entire cost of playing on an Arlington Impact team, and each team should plan appropriately to cover the gap for its scholarship players.

- The Arlington Impact organization will provide scholarship assistance, as long as there are funds available in the scholarship account.



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- The Arlington Impact organization will cover a maximum of \$500 per season per player.. For purposes of scholarship awards, there are two seasons - fall/winter and spring/summer.
- Players must apply for scholarships prior to the start of each new season.
- The Arlington Impact scholarship account will be maintained at a minimum level of \$3000 at the start of each season. The parent or guardian (or in certain circumstances the head coach) should apply for scholarship directly to the AGSA president and Arlington Impact commissioner, who will approve the scholarship after the AGSA treasurer has confirmed adequate funds are available. Applications for scholarship must be submitted prior to each new season.

#### 8.5 Team Fundraising

Arlington Impact teams are encouraged to conduct fundraising efforts for their teams. Fundraising dollars can be used at the coach's discretion to cover the cost of a variety of team expenses such as team equipment, tournament fees, and reduction of player costs. However, the fundraising dollars are intended to be allocated "in the year, for the year" such that the team members contributing to the fundraising effort are reaping the benefit of those efforts. For transparency, it is also expected that the coach will communicate to the players and parents how the fundraising dollars are being spent.

#### 8.6 Team Dues

Once the team's annual budget has been established and the player fees determined, the head coach will finalize the dues payment schedule based on the guidelines below. This is to be included as part of the player contract. Dues are expected to be paid according to the following guidelines, subject to the specifics outlined in each team's annual contract.

- Offer Acceptance: \$250 Deposit to Hold Spot
- September 1: 1/3 of annual dues (less the \$250 deposit)
- November 1: 1/3 of annual dues
- February 1: Final 1/3 payment of annual dues.

Players will be ineligible for practice/training/games until dues for the associated season have been paid. The AGSA Treasurer will inform the family, Impact coach and commissioner that payment is late. The coach is responsible for enforcing the ineligibility with the cognizance of the commissioner.

## 9. **Operating Budget**

### 9.1 Establishing a Season Team Operating Budget

Before a team budget can be prepared, the coach must first establish the schedule of tournaments and their entry fees for the season. If coaches are to be given stipends, the stipend amount should be standardized across the Impact teams and the determined amount must be added to the season budget. Any fee-based clinics attended by the team or paid instructors brought in to work with the team need to also be accounted for in the budget. The coach or team manager is responsible for submitting to the Arlington Impact commissioner. The team budget for the fall/winter season must be submitted to the Impact commissioner for review no later than September 15 of that year. The spring/summer budget must be submitted to the



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Impact commissioner no later than January 15 of that year.



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9.2 Team Financial Account Carryover

At the end of a season (no later than August 15th), the team manager or coach must do a reconciliation with the team budget. All invoices, reimbursements or other debts incurred by the team must be submitted to the AGSA Treasurer for final disposition of the team account.

A team is required to carry over at least \$1000 from season to season. The carry-over is intended to provide coverage of expenses for the following season before fees are collected from families. The carry-over will remain with the team and acts as a team reserve. Exceptions to the \$1000 carry-over requirement must be approved by the Arlington Impact commissioner and AGSA president.

9.3 Team Disbandment

In the event of a team disbandment, the disposition of its funds and equipment will be at the discretion of the Arlington Impact commissioner and AGSA president. A team is considered to have disbanded if greater than 75% of the players *and* the head coach leave.

9.4 Aging Out

When an Arlington Impact 18U team finishes its final season and ages out of the program, the team's required carryover and any additional remaining funds will transfer to the Arlington Impact general fund when it closes its books.