



# CONSTITUTION By-Laws Playing Rules

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## **CONSTITUTION** Article I — name

The organization shall be known as "Georgia Buckeyes, Inc."

## ARTICLE II — OBJECTIVE

**Our mission** is to develop a dynamic student athlete, build confidence and create a winning mindset on the foundation of achievement, through character, teamwork, integrity and responsibility.

We aim to prepare our youth for a continued future not only in athletics but academically as well. Within our partnerships with Cruza Sports Group, we offer a seamless transition into middle school and beyond.

Our Vision is to be the most fundamentally sound, best conditioned and disciplined team in the country.

Georgia Buckeyes, Inc. will hold a major emphasis on fun and enjoyment for our student athletes interested in playing and learning the skills of football. The program will continuously promote safety-first play by encouraging proper behavior for participants, adults, coaches, and spectators. Major emphasis of the Georgia Buckeyes organization is to:

- Provide athletes an opportunity for fun and enjoyment through a football and cheerleading program.
- Teach children football/cheerleading skills and techniques.
- Practice good sportsmanship and physical fitness
- Promote friendship through team bonding

## ARTICLE III — STANDING POLICIES

Georgia Buckeyes, Inc. officers, sponsors, coaches, managers, referees, or any other supervisory personnel are not responsible for injuries to persons participating; players, coaches, cheerleaders, managers, officials, parents and spectators participate at their own risk

- 1. Georgia Buckeyes, Inc shall be incorporated as a Not-For-Profit Georgia Corporation
  - a. CEO shall be the duly elected President
  - b. Registered Agent shall be the duly elected Secretary
- 2. Georgia Buckeyes, Inc shall obtain and maintain Directors and Officers (D & O) Insurance, so as to cover the Commission, the Coordinators and the League Members
- 3. Georgia Buckeyes, Inc shall have a fiscal year beginning January 1<sup>st</sup> and ending on December 31<sup>st</sup>
- 4. Georgia Buckeyes, Inc shall obtain and maintain a website www.gabuckeyes.com

## ARTICLE IV — GOVERNING BODY

The Governing Body of Georgia Buckeyes, Inc shall consist of a Board of Directors, under the guidance of the North West Georgia Youth Football League (NWGYFL) organization.

Georgia Buckeyes, Inc herein referred to as the "League"

The Board of Directors and Coordinators herein referred to as the "Commission".

• The Members of the Commission shall be elected by the Georgia Buckeyes, Inc standing commission.

#### The Commission shall be made up of the following.

- 1. President
- 2. Vice President
- 3. Athletic Director
- 4. Treasurer
- 5. Secretary
- 6. Scholastic Director
- 7. Fundraising Director
- 8. Cheer Director
- 9. Community Engagement

#### Elections

- 1. Election of the Commission Members shall be held on the second Sunday in February
- 2. All nominations shall be made from the floor, by members of the commission.
- 3. Vacated positions shall be filled by a Special Meeting of the commission.

#### Voting

- 1. Each Member of the Commission, in Good Standing shall have 1 (one) vote on the Business of the League.
- 2. The Commission President may have 1 (one) vote to make or break a tie in the Business of the League.
- 3. The vote required for Election to the Commission shall be 50% plus one of the Members of the Commission in Good Standing, provided a quorum is present.
- 4. The vote required to suspend any individual from the Commission related activities shall be 3/4 of the Commission Members of the League in Good Standing, provided a quorum is present, unless superseded herein by these By-Laws.
- 5. The vote required to Suspend, place on Probation and/or Remove a League Member shall be 2/3 of the Members of the Commission in Good Standing, provided a quorum is present.
- 6. The vote to overturn a Suspended, Dismissed or Background Check issue on a Coach or Individual from the League shall be 3/4 of the Members of the Commission in Good Standing, provided a quorum is present.
- 7. É-mail voting, for Specific Topics only by the Commission and/ or League Members shall be permitted.
- 8. E-mail voting shall NOT be allowed as a replacement for Meeting attendance.
- 9. Such e-mail vote shall be sent to "All" Commission Members. All reply votes shall be sent in a manner determined by the Commission. The vote window shall close 48 hours after the time stamp on the initial call for a vote.

#### Georgia Buckeyes, Inc.

#### Quorum

- 1. A quorum shall be defined as 50% plus 1 (one) of the Commission Members, to conduct Business of the League.
- 2. A quorum shall be defined as 50% plus 1 (one) of the Commission, to hold a Commission Meeting.

#### Funds

- 1. In accordance with section 501(c) (3) of the Federal Internal Revenue Code, The Georgia Buckeyes shall operate exclusively as a non-profit educational organization providing a supervised program of competitive athletic activities. No part of the net earnings shall inure to the benefit of any private shareholder or individual: no substantial part of the activities of which is carrying on propaganda, or otherwise attempting to influence legislation, and which does not participate in or intervene in any political campaign on behalf of any candidate for public office.
- 2. The Commission President shall set all Team Fees for the League
- 3. The League Commission shall review the Annual Audit from the Commission Treasurer at the February Meeting of the League.
- 4. The funds needed to operate the League shall come from the participation of League Members.
- 5. The funds and any others raised through the operation of the League shall be disbursed only for the operation of the League.
- 6. The Commission shall have the authority to spend up to \$500.00 (five hundred dollars) for expenses that are not part of the normal operations of the League. But said expenses shall be reported to the League Commission in a timely fashion.

## **ARTICLE IV - DUTIES**

Commission shall perform the duties of their elected positions of:

President Vice President Athletic Director Treasurer Secretary

#### Coordinators

Fundraising Director Creative Director Cheer Director

#### Committees

Community Engagement Recruiting Coordinator Fundraising Committee Homecoming Committee Spirit Committee Scholastic Committee Concession Committee

No additional authority is implied unless where assigned within the Constitution and Bylaws.

#### **Commission Duties**

- 1. The Commission shall be responsible for day-to-day operation of the League
- 2. The Commission shall be responsible for guidance of the League with regards to growth opportunities and shall make recommendations to the League for such, with the ultimate decision being made by the Commission.
- 3. The Commission shall be present for all home games to assist the league
- 4. The Commission may not suspend a Coach, Participant or Spectator for more than the balance of the season, without approval of the Commission as stated under Voting, unless superseded herein.
- 5. The Commission may not place a Coach on Probation for longer than the current season, without approval of the Commission as stated under Voting.
- 6. The Commission may not change, modify or act inconsistently with the Constitution or the By-Laws or the Playing Rules.

#### President

- 1. Shall be the presiding officer at all Meetings.
- 2. Shall appoint Committees, Special Sub-Committees and members thereof, as needed.
- 3. Shall be responsible for inter-league communications.
- 4. Shall be responsible for league publicity.
- 5. In the event of an emergency of any nature involving actual or suspected misconduct or regarding any property or moral integrity of members, the President shall have and is hereby empowered with the authority to act on his/her own initiative to secure the assistance of the local or municipal county, state and federal law enforcement agencies, including the execution of affidavits in support of criminal warrants, to protect property and moral integrity in compliance with the intents and purposes of the league in Article II hereof. In such an event a Meeting of the Commission shall be called within 24 hours at which time the President shall make the Commission aware of such actions and why such was necessary.
- 6. Shall be the exclusive point of contact for all Media and Press related items. The President may choose or permit in writing a one-time alternative contact.

#### Vice President

- 1. Shall carry out all duties assigned or delegated by the President.
- 2. Shall be responsible for the certification process
  - a. Shall maintain all electronic records of the League, all certification paperwork and records. These records may be maintained locally, online, or in the "cloud"
- 3. Shall be responsible for marketing and advertising initiatives
  - a. Including but not limited to team banners, trophies, apparel
  - b. Website development and support
- 4. Shall draft board meeting agendas and documents to be submit to President for final approval
- 5. Shall ensure all communication is presented to the league members in a timely fashion
- 6. Secure and maintain all records and documents pertaining to the Georgia Buckeyes

#### **Athletic Director**

- 1. Assist President and Vice President as needed
- 2. Suggests and plans football coaches clinics and meetings throughout the season in conjunction with the President
- 3. Assists with equipment purchasing and recommendations
- 4. Assist with inventory and distribution of league items
- 5. Assist with the certification process for players and coaches
- 6. Assist in maintaining the sidelines for all home games
- 7. Works closely with all coaches Football and Cheer and acts as the liaison if any issues arise

#### Treasurer

- 1. Assist in collection of game day entry fees, recording ticket sales and reporting game day recaps back to the commission in a timely manner
- 2. Assist in recording and reporting all transactions of the league
- 3. Work closely with the Vice President to record all receipts and invoices for organization initiatives
- 4. Create an end of year league financial report and forecast for the following season
- 5. Work with fundraising director to suggest fundraising and marketing budgets for the season
- 6. Shares financial report with the commission

#### Secretary

- 1. Records all Meetings
- 2. Assist in sending park wide emails and memos from the league when necessary
- 3. Assist with commission meeting agendas
- 4. Assist with the certification process or coaches and players
- 5. Assist in safeguarding all league documents
- 6. Assist vice president in tax preparation
- 7. Assist treasurer in maintaining and sharing financial reports
- 8. Suggest and assist with league events throughout the season

#### Coordinators

- 1. Shall be responsible for individual responsibilities allocate by the Commission President
- 2. Shall be the advocate for Associations to the Commission
- 3. Shall be a representative of the Commission at any and all League games to ensure that the League Constitution, By-Laws and Playing Rules are being upheld

## BY — LAWS

All League members of the Georgia Buckeyes should abide by the by-laws set forth in addition to the by-laws and constitution of the North West Georgia Youth Football League.

## LEAGUE DUTIES AND RESPONSIBILITIES

- 1. League members shall be responsible for enforcing, at all times, the Georgia Buckeyes, Inc and NWGYFL constitution, By-laws and Playing Rules
- 2. League Members shall keep their participants up to date and informed as to the on goings, Meeting Dates, Locations and Times, News, Updates, Elections, Constitution and By-Laws changes of Georgia Buckeyes.
- 3. The League Commission shall obtain a "Certificate of Liability Insurance" naming Georgia Buckeyes, Inc. as "Insured" for \$1,000,000.00 (one million dollars) the day prior to the first scheduled day of practice. Practices may not commence without the required Certificate. This copy shall provide coverage from the first day of practice through the entire season including any play-off games of the current year.
- 4. League Members shall notify its participants of its Heat Policy at the time of registration.
- 5. Commission Members shall maintain a current copy of both the NWGYFL and Georgia Buckeye Constitution, By-Laws and Playing Rules
- 6. League Members shall be responsible for providing a safe environment for our student athletes, maintaining all equipment and facilities appropriately.
- 7. League Members shall be responsible for maintaining proper conduct of all participants (players, parents, spectators, etc.) throughout the season.

## **MEETINGS**

- 1. Georgia Buckeyes Meetings shall not violate Federal, State or Local Laws as they pertain to meetings of privately held Not for Profit Corporations.
- 2. Georgia Buckeyes Meetings shall be attended by Commission Members and Coordinators
- 3. The Meeting Agenda shall be created by the President and must contain the minimum items as listed in the Constitution, By-Laws and/or Playing Rules. Any other issues which a League Member, Commission Member or Coordinator may wish to have placed on the Agenda shall be communicated verbally, in writing or by e-mail to the President in advance of the meeting.

#### **Special Called Meetings**

- 1. The President may call for a Special Meeting of Georgia Buckeyes as deemed necessary and/or in the best interest of the Georgia Buckeyes.
- 2. The League Members may call for a Special Meeting of Georgia Buckeyes by;
  - a. Requesting such of the President
  - b. Conducting a vote of all Commission Members, said vote shall be 50% plus one to hold a Meeting and may be accomplished by e-mail.
- 3. Should a Special Meeting be called, by either case above, the President will;
  - a. Set a Meeting Date within seven (7) days
  - b. Make all Commissioners and Coordinators aware of the reason for such
  - c. The Meeting Agenda Shall be for the Specific Topic ONLY

## **MEMBERSHIP**

- 1. The Georgia Buckeyes will be comprised of a League Commission, Coordinators and League Members (Participants, Coaches, Staff, Parents, etc.)
- 2. League Members shall not be a member of any other youth football program.
- 3. League Members shall abide by the Constitution and By-Laws of the Georgia Buckeyes.
- 4. League Members shall register every child and enter all teams and players into the NWGYFL system that meets eligibility requirements as set forth in the NWGYFL By-Laws.
- 5. Commission Members shall assign players to Competitive or Instructional Division Teams based on each Individual League member. Commission members shall notify parents in writing as to the Leagues policy on assigning players to Competitive or Instructional Division Teams. This may be as simple as "Coaches, chosen by the League Member's Board of Directors shall determine the makeup of their teams".

## DUES

- 1. Team dues for participation may be fixed as such amounts as the Commission shall determine at the beginning of any membership period.
- 2. Teams who fail to pay their dues within (30) days from the time they become due may, by vote of the Commission, be asked to resign from the program and forfeit all rights and privileges of their membership.
- 3. Registration fees shall be set up annually, by the Commission, to be paid at the time of registration. No one shall participate in the programs of The Georgia Buckeyes without payment of such fees, unless fees are waived by direction of the Commission.
- 4. Any member that cannot pay the fees outlined in this section may apply to the scholarships offered on the Georgia Buckeyes website.

#### Refunds

Any participants who withdraw from participation with the Georgia Buckeyes, on or prior to the 1<sup>st</sup> scheduled mandatory practice may apply for a refund of their participation fees. Refunds shall be issued upon receipt of all issued property. A request for refund of paid feed shall be submitted in writing to the Commission.

If uniforms have been orders, no refunds will be issued.

## REGISTRATION

- 1. Commission Members must notify the League Secretary by email no later than two weeks prior to the start of registration that the following information has been posted to their website and is available to be viewed without establishment of an account or the requirement of a log-in.
- Registration dates, times, places, and amount of registration should be posted.
- 3. Amount of registration cannot be raised unless it is advertised on the Association's website of such increase and reasoning for increase.

4. A Commission Member may close the registration for any age group at any time based on the needs of the park. Upon the decision to close an age group, the Commission shall be notified by receipt of the completed roster stating the player's names and birthdates within 48 hours of closure. Upon receipt of this notice, no additional players will be allowed to be added to said roster and upon certification, only identified players on submitted list will be certified.

## COACHES

- 1. Georgia Buckeyes requires all head coaches to abide by NWGYFL guidelines pertaining to coaches.
- 2. Georgia Buckeyes requires all coaches to be Heads Up Certified and recommends all assistant coaches also take the course.
- 3. All Coaches must have their name, address and at least one working telephone number listed in the Georgia Buckeyes database to be certified.
- 4. During the season, ALL coaches should maintain a current address or working phone number in the Georgia Buckeyes database. If it is discovered that a coach does not, a warning will be given to the League Member to rectify the situation. Failure to correct the inaccurate information prior to the next scheduled game will result in a fine of twenty-five dollars (\$25) to the League member.
- 5. At any time, before or during the season the Commission may recommend to suspend and/or dismiss any individual from coaching or having any coaching related activities with the Georgia Buckeyes
- 6. While under Suspension and or Dismissal, a coach may not attend practice
- 7. If the coach is the sole guardian of a player, the coach may, for emergency purposes only, remain in their automobile during practice at the practice site and not in view of the practice.
- 8. On game day during a suspension, a suspended coach may be allowed to be in the team's stands, but may not have contact with the team at any time. This includes before, during, or after the game. If the coach has additional responsibilities at the park said coach may perform their duties as long as they do not include anything to do with that coach's teams.
- 9. No person shall coach with the Georgia Buckeyes that is currently under suspension from coaching in any other league.

## **BACKGROUND CHECKS**

Background checks are mandatory for all Georgia Buckeyes coaches (head coaches and assistant coaches). Background checks will be conducted by the NWGYFL association.

- 1. Each League Member shall provide a Background Check Report, this includes each coach and/or any other individual who would be on the sideline.
- 2. This shall include, but not be limited to, convictions both inside and outside the State of Georgia, for the following, within the last 10 years:
  - a. Any crimes against children.
  - b. Any Felony Conviction involving violence.
  - c. Any Felony Drug Convictions
  - d. Any Felony Assault Convictions
  - e. Any Felony Battery Convictions
  - f. Any Pending charges described in "a" through "e"
- 3. The items listed in "a. through f." above shall immediately disqualify a person from coaching or sideline participation at all Georgia Buckeyes events.
- 4. Any fees pertaining to individual background checks are the sole responsibility of said coach

## **COACHES CONDUCT**

- 1. Coaches should abide by both the Georgia Buckeyes and NWGYFL codes of conduct. Failure to do so will result in immediate disciplinary action.
- 2. Any coach who is ejected from a game shall immediately leave the park and any sight of the playing field for no less than twenty-four (24) hours from ejection and shall be suspended from the next regular season game. Said coach will not be allowed to participate in any practices during his suspension. If the same coach is removed because of misconduct at a game for a second time, said coach will be suspended for the remainder of the year. Further suspension of said coach shall be decided by the League Members after recommendations from the Commission Members.
- 3. No coach shall act in an unsportsmanlike manner (including, but not limited to taunting, intimidation or threats), at any time while at a location hosting a Georgia Buckeyes game.
- 4. Any head coach who has eleven healthy players available to participate in a game but refuses to complete said game shall be suspended for one (1) week and fined \$100 unless the President finds that the refusal to complete the game was supported by reasonable player safety standards.
- 5. At the discretion of Georgia Buckeyes, any coach heard using profanity at a Georgia Buckeyes sanctioned event by a Georgia Buckeyes Commission Member or an Official may be ejected from the game and must be removed from the park.
- 6. At the discretion of Georgia Buckeyes, any coach may be removed or suspended at any time for any behavior that does not meet the ethical standards set forth by the League
- 7. Coaches should uphold themselves to the highest standard and continuously be setting a exemplary example for all League members.

## **PARENTAL CONSENT**

- 1. It shall be the responsibility of the Athletic Director and Secretary to secure the written consent of a player's parents or legal guardian prior to a player participating in the League competition. It shall be assumed that parental consent has been obtained on all players that a League Member certifies on the official roster.
- 2. Each League Member shall have a medical physical on file before the first practice.

## PLAYER ELIGIBILITY AND CONDUCT

- 1. Players should abide by both the Georgia Buckeyes and NWGYFL codes of conduct. Failure to do so will result in immediate disciplinary action.
- 2. Eligibility requirements can be found on the NWGYFL website (<u>https://www.nwgyfl.club/</u>)
- 3. Any participant who is on any other organized football team shall be ineligible to play with the Georgia Buckeyes.
- 4. Unsportsmanlike Conduct: Any player who displays unsportsmanlike conduct may be put out of the game and will not be allowed to play in his next scheduled game during the current Georgia Buckeyes season ending with the Super Bowl.
  - a. It will be the duty of the head coach to report to the Commission Member within forty-eight (48) hours of any player and/or coach ejected from a game. It will then be the duty of the League Member Representative to notify the President of the player and/or coach put out of the game. The League Member Representative must furnish to the President the name of the coach or the player and his jersey number.

- b. If the same player is removed from a second game because of misconduct, he shall be dismissed from any further participation in the Georgia Buckeyes and will be suspended from any other association with the team for the remainder of the current season. Further suspension of said player shall be decided by the Commission Members.
- 5. Any player heard using profanity at a Georgia Buckeyes sanctioned event by a Georgia Buckeyes Commission Member or an Official may be ejected from the game
- 6. Any player suspended by the league may be allowed to participate with the team during practice sessions, subject to the Commission Member's decision. On game day the player must stay behind the crowd control barrier at all times.
- 7. All Georgia Buckeye athletes are a representation of the organization and should act as such at all times. Failure to do so may result in disciplinary action.

## CONDUCT OF SPECTATORS — INCLUDING PARENTS

- 1. Parents and Spectators should abide by both the Georgia Buckeyes and NWGYFL codes of conduct. Failure to do so will result in immediate disciplinary action.
- 2. All persons other than players and shall remain behind a crowd-restraining barrier. However, parents may form a tunnel near the end of the field or other field entrance-exit point for players to run through before the game. After the players have run through the tunnel, parents must immediately return outside the crowd-restraining barrier. Any parent/spectator that fails to return or remain behind the crowd-restraining barrier, the Association will be assessed a \$50.00 fine per parent.
- 3. Should spectators, including parents, and persons using a public address system to the game, display conduct unbecoming or detrimental to the Georgia Buckeyes, the Commission President shall have the responsibility of giving the head coach a first warning that, should this conduct continue, the team whose spectator's conduct is in question will be penalized to how the Commission sees fit.
- 4. Any Parent heard using profanity at a Georgia Buckeyes sanctioned event by a Georgia Buckeye Commission Member may face disciplinary action resulting up to a League suspension.

#### **GAME SCHEDULE**

All game schedules will be provided by the NWGYFL association prior to the start of the season.

#### PLAYOFFS, REGIONALS AND NATIONALS

Information pertaining to all post season play can be found on the NWGYFL website. All Post season scheduling will be provided to the Georgia Buckeyes from the NWGYFL.

#### PRE-SEASON/POST SEASON TOURNAMENT GAMES Games Against other conferences

- 1. Georgia Buckeye teams are able to play in any Pre-season and/or post season tournaments as long as they do not interview with regularly scheduled conference games.
- 2. All pre- and post-season tournament games must be submitted to the Commission for approval
- 3. Guidelines set forth from NWGYFL must be following regarding pre- and post-season tournament play

#### SAFETY

- 1. Insurance it shall be the responsibility of the League to offer insurance to cover accidents and injuries to their players and cheerleaders while playing games, practicing, or traveling. Any parent not desiring said insurance must sign a waiver.
- 2. It is required that the Commission obtains parental release against liability for all League Members

#### OFFICIALS

Officials will be assigned by the NWGYFL association.

### PENALTY FOR BY-LAW INFRACTION

- 1. Violation for any of the above By-Laws will result in the League Member responsible for such action being brought before the Commission, and if found guilty, may be penalized as determined by majority vote of the Commission for penalties up to a one (1) year suspension and may be fined as determined by the Commission.
- 2. For any violation of the By Laws that does not have a specific and defined penalty:
  - a. the Commission may not suspend a Coach, Participant or Spectator for more than the balance of the season, without approval of the Commission Members;
  - b. the Commission may not fine a Coach, Participant or Spectator for more than \$500.00 without approval of the Commission Members; and
  - c. the Commission may not place a Coach on Probation for longer than the current season, without approval of the League Members.

#### PROBLEMS- COMPLAINTS- GRIEVANCES- PROTEST

All problems, complaints and grievances relating to league activities shall be processed as set forth below: 1. Coaches, Players and Parents

- a. Coaches, Players and Parents
  - i) Coaches, players and parents shall first discuss the issue with their League Member Representative (head coach).
  - ii) Should the League Member Representative not be able to settle the issue, the League Member Representative, Players or Parents shall then present all the facts to the Commission President and the Commission

- b. Commission Members
  - i) Any Commission Member of the Georgia Buckeyes who receives a complaint, in writing within 72 hours of the matter in question, concerning any League Member, coach or any matter pertaining to misconduct by members of the Georgia Buckeyes shall immediately make this information known to the Commission President. Said Commission Member shall not discuss this information with anyone other than the parties involved or the Commission.
- 2. Protests of any action must be filed, in writing, with the President within 72 hours of the occurrence and in turn, the parties involved in the complaint must be notified in writing within 48 hours of the official filing of the complaint with the President.
- 3. NWGYFL guidelines must be followed

#### IN SEASON PLAYER RECOGNITION

- 1. The Georgia Buckeyes will promote educational and physical growth through our player of the week program.
  - a. Each week a new player will be acknowledged for his academic and athletic performance
- 2. Georgia Buckeyes will follow NWGYFL guidelines for success and promote the national program to all League members

#### **POST-SEASON PLAYER RECOGNITION**

- 1. Player of the year.
  - a. Head Coaches for both Competitive and Instructional, at each age group 5 through 13/14 will submit to the Athletic Director one (1) nominations for their age group. Nominations will be accepted up thru week six (6) of the season. Nominations should include but are not limited to qualifications and specifications that demonstrate that the nominee holds the qualities that NWGYFL upholds regarding sportsmanship, team spirit, community involvement, scholarship and leadership on and off the field.
- 2. Each individual team can provide awards to their athletes based on performance at the conclusion of the season

#### DEFINITIONS

- 1. All references to "one year", unless otherwise specified, are considered one (1) calendar year
- 2. The week starts at 12:01am on Sunday
- 3. NWGYFL refers to North West Georgia Youth Football League
- 4. League refers to Georgia Buckeyes, Inc.
- 5. Commission refers to the Georgia Buckeyes Board of Directors

# **PLAYING RULES**

## **EXPECTATIONS OF NWGYFL**

Expectations of NWGYFL football and a complete set of playing rules can be found on https://

#### www.nwgyfl.club/

The Georgia Buckeyes will follow all NWGYFL playing rules and guidelines.