

National Premier Leagues - Junior Boys' NPL Club Competition Criteria

Ref	Criteria	2020	2021	2022
1	Teams	The Junior Boys' Club Competition Licensing Criteria is applicable to any club wishing to participate in aspirational state-based competitions. FV will undertake an expression of interest process to determine successful applicants to the new competition.		
2	Youth Development	The Board has agreed to a new competition structure and there will be a maximum of 48 teams accepted for season 2020. The junior NPL program will include U13, U14, U15 and U16 teams only.		
3	Coaching	The FV Board reserves the rights to increase eligible clubs after the 2020 season.		
4	Governance	In order to be licensed to participate in such competitions, a club must at a minimum meet various mandatory criteria. This criteria will apply for the term of the license.		
5	Finance	Please Note: FV reserves the right to audit all the mandatory requirements listed within this document and at its absolute discretion issue breach notices or remove the clubs license if required.		
6	Facilities	Current NPL teams will be awarded an NPL license for the junior boys' competition provided they meet the Licensing criteria. There will be no weighting mechanism used for existing clubs.		
7	Organisational Structure	Victorian HAL teams (current & new) will be eligible to enter junior teams at the age groups mentioned above.		
8	Membership Protection	New applicants will be required to complete and submit an Expression of Interest to enter the new competition structure. The process will be outlined by FV. It is the sole discretion of FV to determine the successful applicants through the process.		
9	Medical	All NPL license holders will only be permitted to enter 1 team, per age group as listed above, in the junior boys' NPL competition from 2020.		
10	Reporting	The criteria listed as Mandatory are compulsory for all NPL clubs. Those listed as Flexible or Recommended are considered best practise although are not compulsory.		
11	Geography	The areas covered in the criteria are listed to the left. Compliance with the criteria will be the primary responsibility of the Member Federation with oversight on some matters provided by FFA.		
		FV at its ultimate discretion can adjust the criteria if it deems there is a requirement to do so		
		All clubs must adhere to rules of competition for that year as sent out by FV to each successful NPL club.		

TEAMS

Ref	Requirement	Mandatory / Flexible	2020	2021	2022
1.1	<p>*Team Composition (U13, U14, U15, U16) Senior Men's team</p> <p>*Regional composite teams will be considered by exception only. In this circumstance regional teams will be required to field a min of 3 teams.</p> <p>*New regional applicants are exempt from being required to field a senior team</p>	Mandatory	<p>The club must field an U13, U14, U15 and U16 team. These teams are required to participate in the Junior NPL competition in the state available within the Member Federation's jurisdiction.</p> <p>In order to ensure a transition strategy into senior football exists, each participating club must have a senior men's team playing in an FV structured league.</p> <p>Each junior team must comprise of a maximum of 18 players. All players must be registered on the Play Football or the relevant registration site of the member federation.</p> <p>Clubs are not permitted to have train on players or have more then 18 players for each age group (U13, U14, U15, U16). For clarity purposes clubs cannot register more then 18 players per relevant age group.</p>		
1.2	Team Composition (additional teams)	Mandatory	<p>Subject to sufficiency of playing numbers and availability of playing facilities licensed clubs may introduce unrestricted Mini Roo's and Small Sided Football teams except for HAL clubs.</p> <ul style="list-style-type: none"> • HAL clubs will be limited to 1 team per age group (U13-U16) only. HAL clubs may only register 18 players per age group • Current NPL teams may introduce 1 additional community team per age group (U13, U14, U15, U16) in 2020. These teams will be registered to play in the Federations community competition • From Year 2 current NPL clubs will have no restrictions on the number of community teams per age group provided they meet the criteria for playing facilities. • All new entities excluding HAL clubs will be permitted to maintain their current community teams • For clarity purposes NPL teams new and current will only be permitted to register 1 team of 18 players per age group (U13, U14, U15, U16) in the junior boys' NPL competition 		
1.3	FFA/Member Federation Pathway	Mandatory	<p>A club must release any player who has been selected for participation in the official FFA/Member Federation Talented Player Pathway. This includes nominating players when requested.</p> <p>All clubs must release players to trial with HAL clubs during the 3-week trial window.</p> <p>A HAL club or NPL club can request for a player to train with that club provided they have the written consent of that players current club.</p> <p>Note: HAL clubs are not permitted to sign players outside the trial window unless there are extenuating circumstances:</p> <ol style="list-style-type: none"> 1. Season ending injury based on medical reports 2. Player relocates from another state 		
1.4	Player Registration	Mandatory	Every player must be registered under the approved registration process. Players can only register for one team.		
1.5	Player Welfare	Mandatory	<p>The club must have a player welfare strategy, including but not limited to:</p> <ul style="list-style-type: none"> • Player retention • Player well-being • Injury Management • Player review & feedback 		

YOUTH DEVELOPMENT

Ref	Requirement	Mandatory / Flexible	2020	2021	2022	
2.1	Youth Development Plan	Mandatory	Documented Youth Training Plan in place which outlines in some detail club mission, vision and goals and includes the yearly training plans for each age group which sets out the training cycles for the entire season, regarding youth training (U13-U16). Plan should also include how players will be transitioned from year to year.			
2.2	Liaison with State Technical Director	Mandatory	FV will work with the NPL Club Technical Director/s or appropriate FV technical staff to implement a Club Youth Development Plan and Coaching plan based around the FFA National Curriculum, club TD's will be required to complete the FV youth Development report. Youth Training plans must be submitted prior to the year of implementation for approval by FV technical team.	The Club Technical Director implements the agreed Youth Development Plan which has been endorsed by the State Technical Director. The Club Technical Director ensures that the coaching program is delivered and maintains the appropriate records which will form the basis of the annual audit. The State TD or technical team will undertake inspection and outline areas that need to be addressed by the start of the following season.		
2.3	Application of National Curriculum	Mandatory	Each club will adopt and implement the National Curriculum as determined by FFA.			
2.4	Transparency of Fees	Mandatory	The Club must advise the Member Federation of the estimated costs, by type, incurred per season for each age group / team. The cost breakdown should also outline the component of fees which represents revenue to the club. The fee structure must be reported to the Member Federation and FFA for approval on an annual basis in accordance with Section 10. The Member Federation or FFA may publicly advertise club fees centrally to facilitate easier comparison by consumers/parents/etc. In accordance with Section 10, the Member Federation or FFA will have the ability to require the Club to re-set fees if they are determined to be unreasonable. The club will need to outline the Fees for each age group U13, U14, U15, U16. These Fees may be publicised on the FV website			
2.5	Training Program Duration	Mandatory	Training program in line with the FFA curriculum for the U 13- U16 teams for a minimum of 40 weeks including 3 x 1.5hrs training session and 1 x game unless otherwise approved by FFA. Training program in line with the FFA curriculum for the U 13- U16 teams for a minimum of 40 weeks unless otherwise approved by FFA.			
2.6	Trial Process	Mandatory	Clubs must clearly define their trial process and include the following: Proposed dates, times, how to register interest, process of determining selected players, communication to unsuccessful trialist, communication to successful trialists and any MOU's. Clubs are required to declare any fees associated with trials and the conditions relevant to fee payments. These conditions need to be published on the club website. This information may be requested by FV for publishing on the FV website at the discretion of FV.			

JUNIOR NPL COACHING RECOMMENDATIONS

Ref	Requirement	Mandatory / Flexible	2020	2021	2022
3.1	Technical Director	Mandatory	The Technical Director must have a minimum current competent FFA B Licence or equivalent current overseas qualifications.		
3.2	Goal Keeping Coach	Mandatory	Currently holds a GK Level 1 License. Any GK certificate holders or non-qualified GK coaches will need to register and pay to complete GK Level 1 course in 2020/2021.		
3.3	Under 16's Junior Head Coach	Mandatory	Coaches must hold a minimum current competent FFA C License	Hold a current competent minimum FFA B License	Hold a current competent minimum FFA B License
3.4	Under 15's Junior Head Coach	Mandatory	Hold a current competent minimum FFA C License	Hold a current competent minimum FFA C License	Hold a current competent minimum FFA B License
3.5	Under 14's Junior Head Coach	Mandatory	Hold a current competent minimum FFA C License.		
3.6	Under 13's Junior head coach	Mandatory	Hold a current competent minimum FFA C License.		
3.7	Assistant Coach's U13's – U16's	Mandatory	Registers to attend a SA training certificate or Game Training certificate or is working towards a current C License.		
3.8	Accreditation updates	Mandatory	All clubs must ensure their appointed coaches are completing the accreditation requirements including attending courses, conferences and information sessions. All clubs must ensure that their coaches are registered on Play Football Registration System.		

NOTE: It is assumed that coaches holding a licence in excess of that required must be accredited and will therefore be familiar with the NFC. The head coach or equivalent must be present at all games

NOTE: All personnel including TD's, coaches and assistant coaches must have a current working with children license

NOTE: For a coach to be deemed qualified they must be assessed as competent based on passing their practical submission

During the application process all clubs will be required to provide the necessary documentation confirming the qualifications of their nominated/appointed coaches

GOVERNANCE

Ref	Requirement	Mandatory / Flexible	2020	2021	2022
4.1	Membership	Mandatory	The club must ensure that all its key stakeholders are recognised as Members under its Constitution, including registered players, coaches, administrators and volunteers.		
4.2	Business Plan	Mandatory	The club develops a detailed annual Business Plan and a broader long-term plan (3-5 years) which clearly outlines measurable KPIs and which is prepared by management and approved by the Board of the Club.		
4.3	Public Forums	Flexible (but strongly recommended)	<p>The Club hosts one annual Public Forum inviting parents & players to be presented Club strategies and vision including but not limited to:</p> <ul style="list-style-type: none"> Youth Training Plan Code of conduct Club vision and top line strategies Player cost structure Player review/feedback <p>For the avoidance of doubt the Public Forum is separate to the Club AGM.</p>		
4.4	Private Academies	Mandatory	<p>The Board Members of the Club must submit, on an annual basis, a Statutory Declaration confirming any contractual, financial or other relationships with a Private Academy. The Board Members cannot have any appointed role or responsibility with the Private Academy. All Private Academies must be approved by the FV technical team.</p> <p>Private academies not associated to a registered club will not be considered</p>		
4.5	National Registration Regulations	Mandatory	The club must comply, at all times, with FFA's National Registration Regulations.		
4.6	Annual General Meeting	Mandatory	The club must hold an Annual General Meeting in accordance with applicable law at which all Members shall attend and be entitled to speak.		
4.7	Board Diversity	Flexible (but strongly recommended)	Club Board should have at least 20% female representation	Club Board should have at least 30% female representation	Club Board should have at least 40% female representation
4.8	Referees	Mandatory – in season	<p>Out of Competition Matches – clubs must submit the FV Referee Request Form 7 days prior to the match for appointment of referees to any match</p> <p>Out of Competition Matches – clubs are prohibited from appointing referees directly to matches, all referees must be appointed via FV referee appointments officer.</p>		
4.9	Marshalls	Mandatory – in season	<p>All clubs must have a parental marshals' program</p> <p>All clubs must have a pool of parents competent to referee or run the lines for every home game if required. Clubs must supply a competent linesperson for away games when required.</p>		
4.10	Video	Mandatory – in season	All home games are to be recorded.		

FINANCE

Ref	Requirement	Mandatory / Flexible	2020	2021	2022
5.1	Financial Records	Mandatory	The Club must maintain financial records in the form and nature required under Australian law.		
5.2	Annual Financial Statements	Mandatory	The Club must prepare annual financial statements in accordance with Australian Accounting Standards (including a balance sheet, profit and loss statement and statement of cash flow).		
5.3	Inspection of Financial Records	Mandatory	The Club must make available to the Member Federation or FFA any financial information requested within 5 days of receiving notice of an inspection.		
5.4	Accounting Systems	Mandatory	The Club must maintain accounting systems to enable it to properly maintain its financial records.		
5.5	Fee Capping	Flexible	FV may prescribe a maximum registration fee that a club may charge its players for registration to their eligible teams, including MiniRoos and small sided football teams.		
5.6	Transparency of fees	Mandatory	The club must advise to the Member Federation the estimated costs, by type, incurred per season for each age group/team. FV will provide a template for all clubs to complete on an annual basis. The Member Federation or FFA may publicly advertise club fees centrally to facilitate easier comparison by consumers/parents/etc.		

FACILITIES

Ref	Requirement	Mandatory / Flexible	2020	2021	2022
6.1	Local Government	Flexible	The Club must present, on an annual basis, its facilities plan to Local Government and obtain written confirmation from the LGA that it has acknowledged the plan.		
	Council/Venue Owner Support	Mandatory	Each new applicant to the Junior Boys' NPL competition must obtain a written letter of support endorsing the application.		
6.2	Alignment with Member Federation Facility Strategy	Mandatory	The Club must have regard for the Member Federation's overall facilities strategy for its jurisdiction when developing its facilities plan. Member Federations will provide advice to the Club when considering the Club's Facilities Plan as required under 6.1.		
6.3	Stadium & Training Sites	Mandatory	The Club must comply with the specific stadium and training site infrastructure requirements determined by governing Member Federations. (Note that FFA will seek to establish nationally consistent facility standards in the medium term - these standards will be introduced in revised licensing criteria in the future).		
6.4	Venue availability	Mandatory	Clubs must have venue availability for 40 weeks of the year. Clubs must have at least 1 dedicated approved pitch for NPL fixtured games.		
6.5	Pitch standards	Mandatory	All pitches that host NPL junior games must be clear of cricket pitches on the playing surface.		
6.6	Other	Mandatory	Conform with Schedule 3 – FV NPL Facility Standards. This document can be found on the Football Victoria Website.		
6.7	Facilities Plan	Flexible (but strongly recommended)	The club must produce a facility plan for the period of the license. This plan must be produced at the request of FV for review. The club facility plan should include the budget amount allocated to capital improvements for the period of the license.		

ORGANISATIONAL STRUCTURE

Ref	Requirement	Mandatory / Flexible	2020	2021	2022
7.1	Organisational Structure	Mandatory	The Club shall document its management structure to include position titles, positions descriptions and the name of staff filling such positions. The documented management structure should be submitted to the Member Federation before the commencement of each season (refer Section 10 for reporting obligations). At a minimum, the club must prepare the above documentation for the positions of General Manager, Treasurer, Media, Marketing, Child Protection, FV Liaison managers, Council representative as well as all coaching/technical staff. Clubs must ensure that these positions are allocated to individuals involved in an official capacity at the club as a minimum.		

MEMBERSHIP PROTECTION

Ref	Requirement	Mandatory / Flexible	2020	2021	2022
8.1	FFA Member Protection Policy	Mandatory	The Club must adhere to the FFA Member Protection Policy.		
8.2	Child Protection Legislation	Mandatory	<p>Club personnel must abide by the relevant Child Protection legislation in each State/Territory including any specific checks that may be required.</p> <p>The specific code of compliance must be spelled out in the EOI application</p>		

MEDICAL

Ref	Requirement	Mandatory / Flexible	2020	2021	2022
9.1	Match Day Coverage	Mandatory	L1 Sports trainer or physio to be available at every home game for both sides		
9.2	Training Coverage	Mandatory	First aid officer on site and L1 sports trainer on call		
9.3	Supplies	Mandatory	First Aid Kit Stretcher within easy access Defibrillator within easy access Ice within easy access		
9.4	Facilities	Mandatory	Treatment table under cover at training/matches (all teams)		
9.5	Strategy	Mandatory	Awareness of emergency numbers Access to medical centre Access to playing pitch for Emergency Vehicles		

REPORTING

Ref	Requirement	Mandatory / Flexible	2020	2021	2022
10.1	Club Annual Report	Mandatory	The Club shall prepare an annual report for each year which summarises the activities undertaken in all areas of the club, the successes achieved and areas for further development. The report shall be submitted to the Member Federation upon request.		
10.2	Technical Director's Report	Mandatory	<p>The Club Technical Director shall prepare a report containing an assessment of the training programs conducted across each required age groups (U13-U16). This report shall be presented to the state technical director for review & discussion.</p> <p>The reports will include but is not limited to:</p> <ul style="list-style-type: none"> • Coaching Database • Training venue and schedule information • Periodisation Plan (example of one of the 6-week cycles in your periodisation plan - 6 weeks x 3 nights / week plus game) for Game Training teams (NPL Under 14-15-16) and Skill Acquisition teams (NPL Under 13) • Player Evaluation Report • Youth Development Report 		
10.3	Financial Reporting	Mandatory	The club shall submit its annual audited financial statements within 4 months of the end of the Club's financial year.		
10.4	Fee Report	Mandatory	In accordance with Criteria 2.4, the club shall submit a report on an annual basis outlining its proposed player fees for the year. The report shall contain a breakdown of the costs incurred in delivering the programs and will be assessed by the Member Federation and FFA for their reasonableness. Both FFA and the Member Federation shall have the power to require the club to validate information contained in the report or to require the club to revise its proposed fees. The report must be endorsed by the Member Federation and FFA. The fee report must be submitted by 31 December each year in respect of the following year's season.		

COMPETITION STRUCTURE

Competition Structure	Board Resolution
Number of Clubs	The number of applicants awarded a participation licence for NPL junior competition in 2020 will be capped at 48
Promotion & Relegation (Participation Licence Term)	The license period offered in Football Victoria – NPL Junior Boys’ competition commencing in 2020 will be for a period of 3 years; All clubs will participate in regions as determined by FV. Teams will then move into League competition structures based on their finishing positions after the qualifiers. Each club will be required to meet the minimum criteria as set out in this document for each year of the license. FV reserves the right to review clubs who cannot meet the criteria on-going. Clubs who are in breach may be fined or removed from the competition if criteria cannot be met.

GEOGRAPHY

One of the strategic goals in adding additional clubs to the Junior Boys' NPL competition in 2020 is to open the pathway for current community clubs who have aspirational goals to join the pathway. It is also recognised that there are currently certain geographic areas which may be under serviced by the existing NPL competition.

For the Junior Boys competition to succeed in Victoria, it is important that boys can participate without being geographically disadvantaged.

Accordingly, when assessing each new applicants' suitability for a Junior Boys NPL license, the panel will consider the following information relevant to the geographic location of each applicant:

- Existing NPL clubs
- Participation data
- Areas under represented
- Growth corridors
- Impact of awarding licenses to clubs within close geographic proximity
- The overall standard of competition
- Growth trends '

Geography will form part of the weighted criteria for the application process.