

TOWNSHIP OF UPPER
RULES AND REGULATIONS
SPORTS AND RECREATION PROGRAMS
AND USE OF TOWNSHIP FACILITIES

ARTICLE I - Purpose

The purpose of these rules and regulations is to set forth the Township of Upper requirements for the operations of its approved sports and recreation programs and their use of Township facilities.

ARTICLE II – Ongoing Programs

Section 1. Organizations to administer programs.

Each ongoing sport or recreation program of the Township of Upper shall be operated by an approved private nonprofit organization for such sport or activity. The Township Committee of Upper Township shall authorize such organization to operate said program and use Township facilities in accordance with Township requirements. Attached hereto as Exhibit A is a list of the currently approved organizations with respect to each current ongoing sports or recreation program of the Township. Each approved organization must strictly adhere to these rules and regulations.

Section 2. Organization requirements.

Any nonprofit organization permitted to utilize the Township facilities and participate in Township programs shall do so at the sole discretion of the Township Committee. Such authorization may be withdrawn by the Township Committee at anytime. Any such nonprofit organization is required to provide the following:

- A. Proof that the organization is a validly formed and existing nonprofit corporation organized and existing under the laws of the State of New Jersey and in good standing. The organization must provide a copy of the certificate of incorporation of the organization together with other documentary evidence that the corporation is in good standing. The Township may also require a copy of the by-laws of the organization.
- B. Proof that the organization has qualified and is currently qualified as a nonprofit corporation under both federal and state law. The organization must provide a copy of the IRC 501c(3) registration and confirmation.

- C. Proof that the organization remains in good standing with the State and maintains its nonprofit status during the period of use of the Township facilities. In other words, the organization must, upon request, provide to the Township documentary evidence attesting to such facts. In addition, the organization must provide proof that the organization has registered under the New Jersey Charitable Registration Act and has filed the appropriate annual forms in this regard.
- D. The organization must provide reports from the organization to the Township delineating that the activities of the organization are undertaken in furtherance of its public purpose, the approximate value or cost, if any, of such activities in furtherance of such purpose and an affirmation of the continued tax exempt status of the nonprofit organization pursuant to both state and federal law.

ARTICLE III – Sports and Recreation Program Requirements

Section 1. Coaches

- A. All coaches must complete the National Youth Sports Coaches Association certification classes and must adhere to the National Alliance Youth Sports guidelines and complaint resolution procedures.
- B. All coaches and assistants shall undergo background checks and be fingerprinted as per the policy of the Township of Upper.
- C. All coaches shall turn in a team roster with the child's name, the telephone number of parents and the jersey number to the Department of Sports and Recreation Programs within two weeks of the first game played.
- D. There is zero tolerance for bad behavior from any coach while coaching a practice, game or when children are present.
- E. There shall be no smoking on the fields when the children are present.
- F. There shall be absolutely no alcohol or illegal drugs permitted on Township property.

Section 2. Players

- A. Team members shall conduct themselves in a proper manner and shall show respect to all coaches, officials and opposing team members.
- B. Team members shall be responsible for their uniform and equipment and Township property.
- C. There is zero tolerance for bad behavior from any team member on or off the field/court or at a sporting event.

Section 3. Parents/Spectators

- A. No player shall be permitted to participate in any activity until the parent or legal guardian has executed a player participation release and indemnification form. The form must be approved by the Township and a copy of the signed form must be provided prior to participation to the Department of Sports and Recreation Programs.
- B. Parents must return the uniform and equipment of their child and all other team property to the coach within two weeks after the sport has ended.
- C. All spectators shall conduct themselves in a proper manner and show respect to all coaches, officials, Upper Township team members and opposing team members on and off the field/court.
- D. There is zero tolerance for bad behavior from any spectator on or off the field/court while at a sporting event.
- E. There shall be absolutely no alcohol or illegal drugs permitted on Township property.

Section 4. Complaints

- A. In the event of a complaint with respect to a sports or recreation program of the Township of Upper, including but not limited to complaints against coaches, the organization designated by the Township to administer that sport or recreation program shall have procedures in place to resolve the complaint within its membership in accordance with the guidelines and complaint resolution procedures of the National Alliance for Youth Sports Guidelines (NYSCA). Attached hereto as Exhibit B is a copy of the current NYSCA guidelines and requirements in this regard.
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- B. In the event the complaint is not resolved by the organization authorized by Upper Township to administer the program the individual involved may appeal the decision of the organization to the Sports and Recreation Advisory Board for a determination. The determination of this Advisory Board shall be final unless further appeal by an individual involved is taken to the Township Committee of the Township of Upper.

Section 5. Scheduling Use of Facilities.

Each organization operating a sport or program in the Township must provide a proposed facility use schedule and request for use of facilities to the Department of Sports and Recreation Programs by such deadlines the Department may require. The Department of Sports and Recreation Programs will notify the organization as to the availability of fields or facilities for their requested events or games. There is no guarantee as to availability of any field or facility at anytime. The scheduling and availability of all Township facilities and fields is subject to the ultimate approval of the Township of Upper.

Section 6. Uniforms and Equipment.

Each organization operating a sport or program in the Township must supply and maintain all appropriate and required uniforms and equipment for that sport or program. Each organization may only use equipment which has been certified as safe for that activity.

ARTICLE IV – Participation or Sign-up Fees

- Section 1.** Any registration or sign-up fees charged by an organization authorized to administer an Upper Township sports and recreation program shall be in a reasonable amount and consistent with similar such fees charged by other comparable and neighboring municipalities for similar activities.

ARTICLE V – Amendments and Additions

- Section 1.** These rules and regulations may be amended, repealed or supplemented from time to time by the Department of Sports and Recreation Programs or the Township Committee of the Township of Upper.