

**City of Stamford**  
**Department of Parks & Recreation**  
**Sanctioning Policy**

**Establishment:** The Stamford Parks & Recreation Departments and the Parks and Recreation Commission encourage and support the use of Park fields by sports organizations/leagues through the Department's Sanctioning Policy.

**Definition:** Sanctioning is a designation between the Parks & Recreation Department and Commission and a local Stamford based sports organization to provide recreational sports leagues which meet a community need.

**Current Sanctioned Organizations:** These include the following Little Leagues . . . Stamford American Little League, Jackie Robinson, Stamford National Little League, Stamford North Little League, Boys Babe Ruth Baseball, American Legion Baseball, Stamford Girls Babe Ruth Softball, Stamford Youth Soccer, Stamford Youth Foundation Football. Adult leagues include Over 30 Men's Baseball, Stamford Americas soccer league, Central American Soccer League, Co-Ed soccer league, Southern CT Women's soccer league, St. John's Cricket League, Stamford Cricket Club, Haitian American Soccer League, Amateur Soccer League of CT, Men's Shoreline soccer O30 O40, Italia Co-Ed soccer league, Domus Rugby League.

**Eligibility and Application Process for Sanctioning:** Each year existing sanctioned organizations must renew their sanctioning status by providing the following . . .

- a. If one exists a constitution and by-laws including provisions for election of officers, and a list of names and addresses and contact info of a board of directors or governing body. All such officers must be a resident of Stamford.
- b. The scope of authority of the board of directors or governing body if one exists. A board of directors is recommended.
- c. A complaint processing policy with detailed procedures including the way in which formal complaints will be handled and a commitment that responses are to be promptly made in writing.
- d. A coach selection procedure (for youth sports only). Background checks are recommended.
- e. Provide its own liability and or accident insurance with the City of Stamford named as an additional insured subject to a minimum limit of liability of \$1,000,000 combined single limit per occurrence for bodily injury and property damage. (See field permit application for full provisions, certificates required).
- f. Disclose annually any and all current national charters and affiliations.
- g. Submit annually to the Parks & Recreation Commission a complete participant roster list with names, ages, addresses and phone numbers.
- h. Follow all local, charter and national governing body rules regarding rules of play, age and residency requirements.

- i. Any significant additions (such as new affiliations, charters, divisions or teams, assimilation of existing programs/leagues) to an existing sanctioned program are considered new programs and must be approved by the Parks & Recreation Commission.
- j. All users will be required to fill out a City/Recreation Field Use Permit Application and include a master schedule of all games and practices preferably at our annual winter meeting, but no later than one month before your first game.
- k. With the exception of tournament play, all all-star/travel teams participating in regional leagues must provide a full league schedule and must play at least 50% of their games away.
- l. To be considered a Stamford youth team 100% of the team roster must be Stamford residents. For adult teams 75% must be Stamford residents. Roster sizes must be a reasonable number and related appropriate to the sport.
- m. Sanctioned programs do not have permission to partner with any for profit commercial camp or clinic on park property. (See Field Policy Manual for further clarification and rules). No sanctioned team or program has the right/authority to sublet their assigned fields.
- n. Sanctioned programs should make every effort whenever possible to provide scholarships or fee waivers to disadvantaged youth who qualify for free or reduced lunch in the Stamford school system.
- o. Sanctioned programs should provide opportunities for recreation level play with an expectation of participation/playing time, skill development and enjoyment as the primary program format for any children's program under the age of 13.
- p. Sanctioned programs should provide for a formal participant evaluation including the program content, knowledge and temperament of coaches, and overall enjoyment of the program.
- q. Once sanctioned programs receive their field assignments the expectation is that those assignments will be used for the originally submitted game or practice. Should any change arise for any reason the sanctioned organization must contact the Recreation office as soon as possible or no later than the following morning with notification of the change. The City will be auditing fields with spot checks throughout the season.
- r. Advertising signs and banners at City fields must be taken down no later than October 31<sup>st</sup> of each year. Per the Parks & Recreation Commission any signs not removed by this date will be removed by the City's Parks Dept and or painted over.

**Withdrawal of Sanctioning Status:** The City of Stamford Parks & Recreation Commission reserves the right to withdraw sanctioning of an organization with adequate notice contingent upon any or all of the following stipulations.

- a. The rules and conditions of the sanctioning policy and its recommendations are not substantially met.

- b. If the rules, regulations of the City of Stamford Field Policy or a national governing body charter is violated.
- c. Unethical, immoral, financial or other misbehavior by one or more of the sanctioned organization representatives/officers.

Authorized signature: \_\_\_\_\_ Date: \_\_\_\_\_

(LA/2011)