

- ☐ Section Board votes on Alliance Implementation
  - ☐ Develop Specific Section Guidelines for Alliance that build on the National Alliance Guidelines, primarily with language and transparency (suggested)
    - Recruitment
    - Promotion/Relegation
    - Rejection
    - Expulsion
    - Deadlines
    - Costs
    - Interregional agreements
  - ☐ Appoint Alliance exploratory panel
    - Panel will research local Alliance opportunities (leagues, tournaments, governing bodies, etc.)
      - Ask about the required minimums for
        - ☐ Number of teams required per Alliance “club”
        - ☐ Roster rules
        - ☐ Coach & DOC certifications
        - ☐ Overall governing body
        - ☐ Field requirements
        - ☐ Insurance stipulations
        - ☐ Overall costs, for calculating a preliminary budget
          - ☐ Registration of teams
          - ☐ Forfeit costs
          - ☐ Higher level field rental costs
        - ☐ Determine if travel distance is prohibitive.
    - Reach out to Local or State Soccer Governing Bodies, e.g. US Soccer, USSSA, US CLUB, etc.
      - Board Member requirements
      - Licensing for Coaches
      - Registration/Identification for Players
      - Training deadlines
  - ☐ Alliance panel ultimately transition to Alliance board members
    - Transfer Relationship to Alliance President, once appointed.
  - ☐ Inform and educate ADs on structure and procedure of Alliance teams

- ☐ Appoint a Section Level Alliance Board
  - The Alliance Board needs to be established and functioning *months* in advance of the season. Board members will need training on major operations, as defined in the section “Alliance President and Alliance Board Tasks” at the end of this document.
- ☐ Primary Members (Recommended)
  - President
  - Vice President
  - Treasurer
  - Registrar
  - Secretary
  - Protest, Appeals and Disciplinary Officer
- Optional Members
  - Director of Coaching (Optional, depending on leagues)
  - Director of Referees (if required)
  - Field Director
  - Secondary Registrar
  - Alternate Member Position
  - Logo Coordinator (with AYSO Natl)
  - Uniform Coordinator
- ☐ Apply to enter external league with name of the club for the Section, e.g. *AYSO S1 Alliance*
  - Application process depends on the league.
- ☐ Financial - Bank Account Setup
 

Designate trusted Alliance Board members as agents on the bank account.

Set up:

  - Bill Pay
  - Checks
  - Divvy Card
- ☐ Outreach and marketing
  - ☐ Set up a Stand-alone Website or Webpage on the Section Website
  - ☐ Identify candidates for Alliance Board Membership
    - EXTRA Directors
    - Area Directors
    - RC Education
  - ☐ Attend EXTRA and Allstars Playoffs and Championships

- ☐ Set up and post a Calendar for Events and Deadlines

### **Alliance President and Alliance Board Tasks**

- Club Operations
- Manage Affiliations with Governing Bodies and Leagues
- Calculate and manage a yearly club budget.
- Collect an Alliance fee from each team and use it to pay for club registration.
- Register and manage registrations for players
- Provide IDs for coaches and players.
- Vet coaches for promotion to Alliance.
- Verify competitiveness of teams requesting promotion to Alliance
- Review applications as a board and send formal approval and rejection notifications.
- Coordinate with RC's, AD's, and Regional Alliance Coordinators to ensure field sharing between regions and teams is amicable.
- Provide or facilitate non-AYSO coach training, if required.
- Logo and Uniform Coordination.
- Distribute refunds to teams that conclude the season without forfeits.