

METRO MARYLAND YOUTH FOOTBALL ALLIANCE

Standard Operating Procedures



ARTICLE I. Registration and Certification

A. The Executive Board shall determine team certification dates for football each year. Dates of each football player must be certified by MMYFA each year to be eligible to participate in official league play.

Certification will take place prior to the start of the regular season.

B. Certification will consist of verification of age by date of birth for the division of play the player will be participating in during the season.

C. Age verification will be accomplished by presenting to MMYFA officials at the certification a current Maryland MVA picture ID or an official MMYFA League-issued ID card. An out-of-state ID card is permitted for any player who currently resides out of state (i.e., Pennsylvania, Virginia, West Virginia, or Delaware). A Military Dependent ID card (United States Uniformed Services Identification Card), US State Department issued Passport or Pass card is also an acceptable form of certification. Any player not eligible for a state issued ID card may obtain an official league-issued MMYFA ID card for a fee determined each year and on specific dates and locations set each year by the Executive Board. The league will determine the circumstances that qualify each player for a league ID.

D. Official Roster Forms must accompany each team at Certification. All rosters must be submitted electronically one week prior to the certification date.

E. The following will constitute an official roster: All players on the roster must meet the age standard for the specific team, all information must be completed on the form, all forms must be typed and emailed

using the official roster to MMYFA, it must be approved by MMYFA (Secretary) official.

F. A paper copy of the official roster shall be exchanged by Head Coaches during check-in prior to each game.

G. All rosters are due at the designated certification dates; players may be added to rosters through the 3rd MMYFA league game week. Individual team certification dates will be determined by the MMYFA board.

There will be a fee for roster recertification that will be determined by the Executive Board each year.

ARTICLE II. Eligibility

A. All MMYFA programs may have eligible cheerleading teams (and pom or dance squads) participate with their football programs at both home and away games.

B. Parental consent for each player must be kept on file by each program.

C. Each player must meet Certification requirements for the team on which he plays. No player/participant shall be a member of more than one team in the MMYFA or any youth football team during the MMYFA season without expressed written consent from the MMYFA Executive Board.

D. They must not be on a high school football roster (9th grade or higher) this applies during the MMYFA season is defined as (7/1-12/31).

ARTICLE III. Recruitment

A. Active recruitment of players, cheerleaders, or coaches from another MYFA program's current or previous year's roster is prohibited and will be deemed a rules violation which will be subject to a Rules Committee review which could result in suspension, game forfeiture, playoff ineligibility, and expulsion for all involved parties.

B. Recruitment violations are described as:

1. Telephone calls, personal home visits or meetings with the individual player, coach, or family member to discuss the benefits of joining your program.
2. Emails, texts or any other form of electronic communications, or letters to the individual player, coach, or family member to discuss the benefits of joining your program.
3. Giving unsolicited cards or contact information to individual players, coaches, or family members to discuss the benefits of joining your program.
4. Extending targeted invitation via email, texts, or any other form of electronic communications, mail or personal handout to a player, coach, or family member for a program's sponsored event at which the benefits of joining your program will be discussed or promoted.
5. Public announcements via newspaper advertisement, signs, or posted fliers will not be deemed as recruiting, however the sending of these items to a targeted individual player, coach, or family member will be deemed as recruiting.

6. When a former coach leaves a program, the coach may send an email to his former players informing them that he will not return to the program. The coach cannot mention the new organization he is coaching for to his former players in this email or any other form of electronic communications.

C. If a head coach and/or assistant coach changes programs within the MMYFA and plans to be listed on the certified roster in any capacity for the new program in the next MMYFA season, the only player(s) who played in the former program during the preceding season that may play for the new team he is now a part of, without restriction, is (are) the son(s) of the transferring coach (es).

A maximum of two coaches from any team in the former organization may coach together on the same team in the new organization. Any other player or coach wishing to leave the former program and play for the

coach's new team must request and obtain written permission from the former program and make a request for a waiver from the MMYFA Board. This restriction will expire after one full season at the new program.

ARTICLE IV. Equipment

A. All players must be equipped as follows:

- 1. Helmet with face guard – NOCSAE approved for age and weight. (Colored Visors ARE ALLOWED)***
- 2. Durable Shoulder pads.***

- 3. Athletic supporter and protective cup.*
- 4. Football pants with thigh, knee, hip, and butt pads.*
- 5. Mouthpiece must be colored and attached to the face guard.*
- 6. Game jersey with contrasting color numbers on front and back.*

4. Socks and athletic shoes or Football cleats in accordance with NFHS rules.

7. Jersey will be tucked in during the game. If “shimmel” jerseys are worn, the entire team must be wearing them.

8. The MMYFA has jurisdiction over game uniforms. MYFA will settle any dispute over non-contrasting uniforms.

B. All players must be properly equipped at the official check-in.

C. Play card wristbands (wrist coaches) are to be worn on the forearm and may extend no further than the elbow or may be attached to the belt of the player’s pants. Any player is allowed to wear a wrist coach.

D. Players may wear eyeshadow strips or eye shade as defined in the NFHS Football Rules Book, Rule 1-5, Art. 3 c. 3.

ARTICLE V. Practice, Preseason Games, Team size & Formation

A. Practices are defined as a gathering of players, without minimum number, in the presence of at least one (1) coach, where one or more of the following activities take place:

1. Chalk talk/Zoom session
2. Viewing of fundamentals, practice, or game films
3. Individual/Group conditioning
4. Individual/group skills sessions

B. The MMYFA recognizes three divisions in the calendar year:

1. Preseason: The preseason period begins July 1st and continues to the day prior to MMYFA Week 1 regular season game.
2. Season: The season is the period between MMYFA Week 1 regular season game and continues until December 31st.
3. Offseason: The offseason period begins on January 1st and continues until the official preseason start date July 1st.

C. There are no restrictions on practice or team activities during the offseason period.

D. Preseason and Postseason games are permissible.

E. The MMYFA is divided into Divisions which group teams of competitive strength. The programs are placed in the appropriate Division by the Competition Committee based on previous regular season records and program history. Within each Division teams are formed based on the age guidelines.

In DI each program is required to fill teams 6U, 7U, 8U, 9U, 10U, 11U, 12U. **(Programs missing 2 or more age groups will be placed in D2)** In

DII all programs are required to fill a team at 6U, 8U, 10U, 12U.

Programs fielding 2nd teams will be placed in DII or below.

All 13U teams will be placed in DI.

The current MMYFA division structure is as follows:

DI - All programs fielding the Core 6 or more competitive teams.

DII - All programs fielding the Core 4 or a program's 2nd less competitive teams.

Programs are to evaluate all players before or during the preseason and are to place each player on the appropriate team based on skill level and experience and in accordance with the age guidelines. If a program places two or more teams in the same age group, the more talented and experienced level of the available players are to be on the DI team.

If the Rules Committee determines that any team was deliberately formed outside of these guidelines, the Rules Committee will impose penalties on the offending program which may include, but are not limited to, fines, forfeiture of games, postseason bans and/or suspension or expulsion of the offending coaches and program administrators.

F. A maximum of thirty-five (35) players are permitted on each team.

G. A minimum of sixteen (16) players is required to have a valid certifiable team.

1. A minimum of fourteen (14) players must be present at the start of the game.
 2. A maximum of nine (9) positions are available for coaches and team parents
- H.** Practice hours are unlimited during the preseason. Practice is limited to Six (6) hours a week in season.
- I.** The board will determine game dates for each division based on the number of teams in the division and the calendar.
- J.** During a bye week, each team may practice the normal six hours during the week and an additional two hours on Saturday or Sunday.

ARTICLE VI. Officials

- A.** Officials must be dressed in high school federation or NCAA uniforms.
- B.** The scheduled home team pays officials during the season. Neutral site game expenses will be paid by the MMYFA declared home team.
- C.** Official's payment for post season will be determined each year by MMYFA.
- D.** Home team shall provide a chain crew of adults 18 or older to work with the officials on the home side of the field. The visiting team has the option of providing one of the three chain gang members. Chain Gang Volunteers are not permitted to heckle, coach, cheer or use electronic devices. Additionally, Chain Gang members shall not relay information across the field regarding the opposing team during the

game or at halftime. Violators are subject to an Unsportsmanlike Conduct penalty of 15 yards at the referee's discretion and to disciplinary action from the Rules Committee.

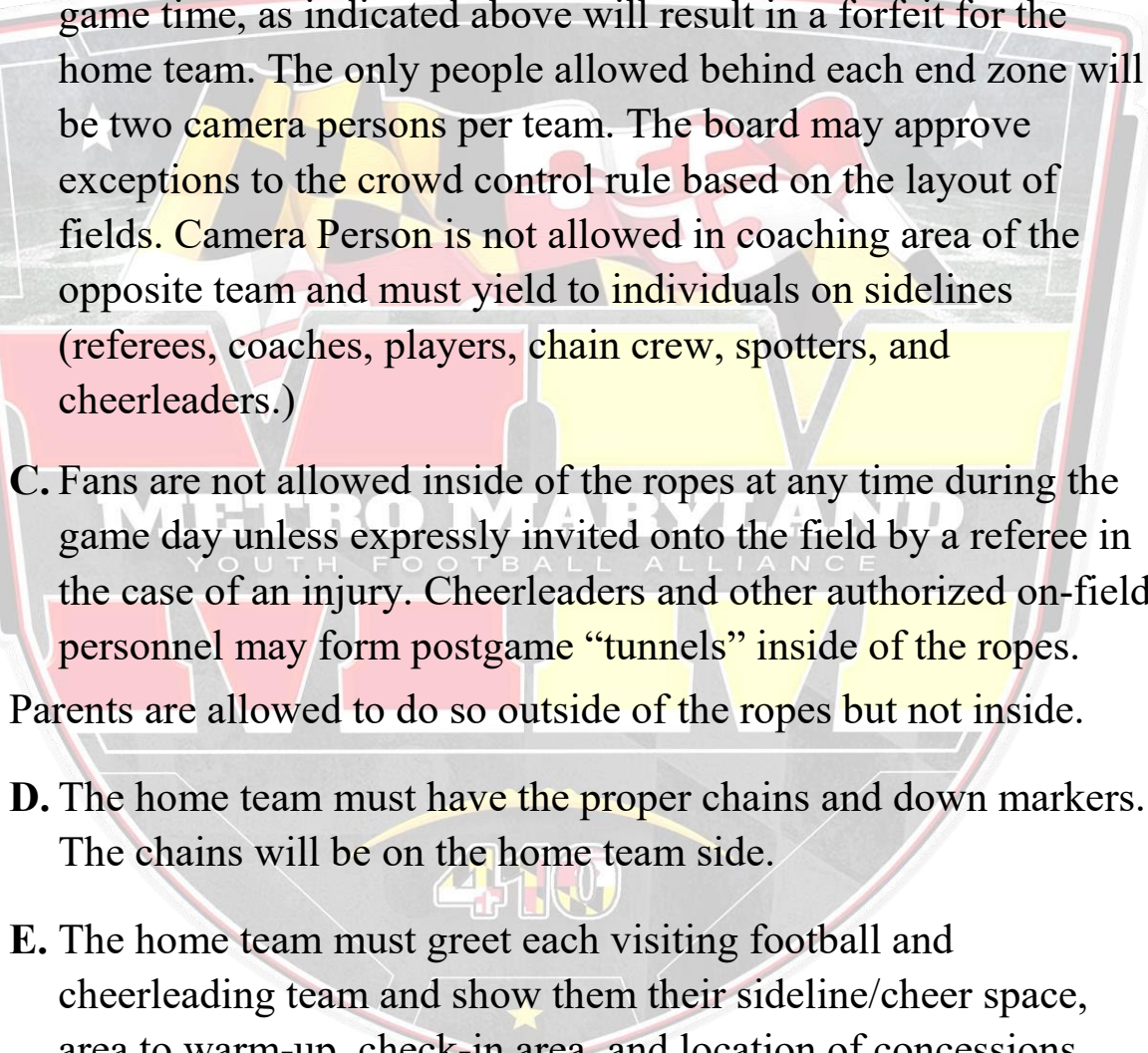
E. Officials game coverage shall be as follows pending referee association approval:

1. 4/5 Flag, 6U, 7U – Two (2) officials.

2. 8U, 9U, 10U, 11U, 12U, 13U – Three (3) officials

ARTICLE VII. Home Team Responsibility

A. Home team shall provide a regulation size football field and provide sideline markers and goal post pads. The Home team must provide a space for cheerleaders of both the home and away teams on the sideline and in front of or in proximity of spectators for all games. (See Figure 1.1) Should a field not permit spectators on both sides of the field; cheerleaders are to be provided space to cheer on the same side as their fans. This space should measure no less than four (4) yards deep and seven (7) yards long and be separate from the football coaches and player area on the sideline. If a field has less than 10 yards from the sideline for spectators (e.g., turf fields or high schools) cheerleaders are to be provided with a reasonable space in front of spectators. This space will be marked with tape so that football coaches and players refrain from entering the area. It is recommended that cheerleading areas be approximately one (1) yard off the sideline to provide a small safety buffer between football players and cheerleaders.

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- B.** The field must be roped off for crowd control from back of end zone to back of end zone on each side of the field. The rope shall be at least ten (10) yards back from the sidelines and at least two (2) yards back from cheerleading spaces. A field does not have to be roped off if the field cannot be accessed by fans, such as a high school field. Any field not properly roped off, by game time, as indicated above will result in a forfeit for the home team. The only people allowed behind each end zone will be two camera persons per team. The board may approve exceptions to the crowd control rule based on the layout of fields. Camera Person is not allowed in coaching area of the opposite team and must yield to individuals on sidelines (referees, coaches, players, chain crew, spotters, and cheerleaders.)
- C.** Fans are not allowed inside of the ropes at any time during the game day unless expressly invited onto the field by a referee in the case of an injury. Cheerleaders and other authorized on-field personnel may form postgame “tunnels” inside of the ropes. Parents are allowed to do so outside of the ropes but not inside.
- D.** The home team must have the proper chains and down markers. The chains will be on the home team side.
- E.** The home team must greet each visiting football and cheerleading team and show them their sideline/cheer space, area to warm-up, check-in area, and location of concessions. The home team must provide restroom facilities for visiting football/cheer teams, and spectators.
- F.** The visiting team is responsible for trash cleanup on their sidelines, and warm-up areas. All trash is to be placed in trash

bags or trash cans in designated areas. 1st offense is \$150/ 2nd offense is \$250 and will include but not limited to forfeiture of games, & suspensions.

G. The home team must review jersey colors via MMYFA Website and contact the visiting team no later than Wednesday prior to the game to verify directions and jersey color. The home team has the choice of colors if a conflict of colors exists.

H. The home team must call the visiting team and the officials if the game will not be played because of weather or field conditions as soon as possible. Every effort must be made to give notice at least two hours prior to game time. Circumstances surrounding game cancellations are subject to review by the Rules Committee.

I. The home team must provide a site director, who will be responsible for keeping all games on schedule and reporting all incidents to the rules committee. The Site director must be identified by an article of clothing that league will provide (neon yellow vest). All coaches must cooperate with this person to ensure smooth game day operation. The penalty for a home team not providing a Site Director: \$250/game for the first offense, \$500/game for every offense thereafter. The program is also subject to loss of home games and ineligibility for the playoffs for violation of this rule.

J. Each MMYFA Head Coach is required to have a copy of the current MMYFA SOP readily available on the sidelines and is required to review the SOP with the officials and the opposing coach if a rules question arises during the game.

K. Each team will provide an official game ball for their team to use. The Official MMYFA Footballs are shown in the table below. Any ball stamped with the NFHS logo is allowed. Any ball not listed that does not have a NFHS logo stamped on the ball may be submitted to the Rules Committee for approval if the make, model number and size (e.g., Wilson TDY Youth size football) is either printed on the ball or can be verified from product literature. Any ball used in a game must be approved and added to this table prior to use.

L. Official Football sizes for each age group are listed below.

6U, 7U, 8U, 9U Division Official Football *Wilson*

K2, Nike 1000K, Baden 500JR, Under Armour Pee Wee

10U, 11U Division Official Football:

Wilson TDJ, Nike 1000J, Baden 5000J, Under Armour Junior

12U, 13U Division Official Football:

Wilson TDY, Nike 1000Y, 500Y, 1001, 1005, 1205, Under Armour Youth

M. Make up games (rainouts)/rescheduling will be handled by the MMYFA Board of Directors.

N. At halftime, cheerleaders have priority use of the field for halftime shows. Football players, coaches, spectators, or others should not be using the field during halftime shows. Cheerleading halftime shows will take place at or around the 50-yard line of both the home and visiting teams or be centralized

to spectator viewing areas. If announcements or music is played at games, this should not occur during cheerleading halftime shows, unless it is part of the halftime performance. Halftime shows for each program are to be limited to three (3) minutes each for a total time of six (6) minutes combined for the entire halftime period. Programs with more than one squad performing at halftime of one game must split their time to not be longer than three (3) minutes total.

- O.** Music may only be played during a game at a team timeout, at the end of a quarter or at halftime, or after a touchdown. Announcers are allowed, but the announcer shall not disparage the opponents in any way over the microphone or broadcast anything electronically from when the offense huddles up until the whistle ends the play (i.e., no play-by-play).

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ARTICLE VIII. Playing Rules and Game Results

- A.** MMYFA will follow the National High School Federation Rule Book except where noted.

1. Point after touchdown will be (1) point for run, (2) points for pass or kicking
2. Games will be four (4) ten-minute quarters for 6U-13U controlled by a referee. The game clock will be governed by Federation rules with the following exception: the clock will stop on change of possession. The referee will start the clock when the down marker is set and the ready for play whistle is

blown. The clock will start on the snap if the previous play was out of bounds, an incomplete pass, or a team time out was granted.

3. Maximum of 4 Overtimes, if necessary, at all, divisions 6U-13U in the regular season. Overtime will be played out until there is a winner in the playoffs.

4. Game results must be emailed or called in to a board appointed contact by Sunday at 12:00 PM EDT. Also, any ejections that occur in the game, players that missed ID check in, or any other incidents must be reported to the Rules Chairperson at this time by both coaches. Failure to report will result in fines, forfeiture of games, disciplinary action against the coach, team and/or program.

5. Game results/field sheets must be signed by game officials, the designated field Marshal, the home and opposing coaches. Field sheets are to be emailed to a board appointed contact by Sunday at 12:00 PM EDT. Any ejections that occur during the game, players that missed weight, or any other incidents must be reported to the Rules Chairperson at this time by both coaches. Failure to report will result in fines, disciplinary action against the coaches, team and/or program.

B. If a team cannot provide enough players to start (14) the game, the opposing team will be awarded a forfeit win. The score will be reported as it stands at the time of the forfeit if the opposing team is winning or 2-0 if there is no score at the time of forfeit or if the opposing team is losing. Any team that forfeits due to lack of players is responsible for referee fees for that game regardless of

which team is the home team. If the forfeiting team does not have the referee fees on hand at time of forfeit MMYFA will reimburse the opposing team. The forfeiting team must pay MMYFA the referee fees prior to the next scheduled game. Forfeits for lack of players are strongly discouraged and the forfeiting team is subject to further penalties at the discretion of the Executive Board and the Rules Committee. A \$500 fine will be issued for any forfeits. Fees must be paid before the organization can resume league participation.

C. Any player who is ejected from a game must remove his shoulder pads immediately and may remain on the sidelines for the remainder of the game. He will face a suspension of a minimum of one game. Any coach who is ejected from a game must leave the premises immediately and will face a suspension of a minimum of one game. All coaches serving a suspension will not be allowed to attend his team's game or practices while on suspension and must not be on the property where the game is being played during the game. Players serving a suspension may attend the game on the sidelines in street clothes. Failure to comply will result in additional suspensions, fines or expulsion.

D. Teams must be prepared to take the field and begin play 15 minutes prior to the official start time noted on the MMYFA Schedule at the discretion of the site director.

E. Teams taking the field during pregame from the end zone shall not pass the 35-yard line. A violation will result in a suspension for the offending head coach of no less than one week.

F. Common sportsmanship must prevail when a team is ahead of another team by 30 points. Quarterbacks/running backs may run

with the ball following the snap or may hand off to another 11 player who may run with the ball. The runner is allowed to use the entire line of scrimmage and is not restricted to running between the tackles. No passes, pitches, multiple handoffs, fake punts, or trick plays are allowed. Failure to comply will result in the following penalty: 15-yard unsportsmanlike conduct penalty assessed to the head coach and loss of down. Violators of the spirit of any of the 30-point rules will be subject to disciplinary action by the Rules Committee.

G. Once the score difference is 30 points the clock will continue to run beginning in the 2nd half. There will be no kickoffs for the trailing team – they will take possession of the ball at the 50-yard line. Once the score reaches a 50-point difference the game will be ended by the officials.

H. Suspended games - Player Eligibility: Once a team has checked in, the roster for that game is official, even if the game is suspended / postponed prior to kickoff. Both coaches are responsible for saving the original exchanged roster for proof of player eligibility. Both coaches shall also note any players deemed ineligible for the opposing team on the back of their exchanged roster. If a game is suspended in the first half, all players who were eligible to play in the original game may participate in the resumption of the game. Any players who were not present for the original check-in may not play in the first half and may check in at halftime. Any player deemed ineligible at the original check-in for any reason (not properly equipped, injured, suspended, etc.) is not eligible for the continuation of the game. If the game is suspended in the second half, only players who checked in and were eligible at the original check in may participate. For the safety of both players and cheerleaders, no stunting should occur on the sidelines.

Stunting may occur at halftime shows, provided ground and weather conditions permit.

I. Only coaches and staff listed on each teams certified MMYFA roster will be allowed on the sidelines and must be identifiable by their valid MMYFA ID Badge. This badge must always be visible.

ARTICLE IX. Rules & Regulations Of Play

Note: MYFA League rules of play supersede all other rules of play.

MMYFA will adhere to all rules of the National Federation of State High School Associations (N.F.H.S.) unless otherwise noted as exceptions in this document.

MMYFA has designated divisions of play based on age. The age determination date for the season is July 31st of each year.

All players may have any birth date between August 1st of the current season and August 1st of the following year.

6U/7U Rule Exceptions

(6U/7U Age Group is competitive play)

A. The purpose of this classification is primarily for instruction, with posted scores and a playoff system.

B. 6U/7U will have at least two (2) officials for each game.

- C.** The Home Team will provide 100-yard standard sized field.
- D.** Games will consist of four (4) ten (10) minute quarters.
- E.** Two (2) coaches are permitted on the field 10 yards behind the deepest player.
- F.** Once the offense is set the coaches on the field cannot speak or coach in any way and must remain ten (10) yards behind the team's most distant player from the line of scrimmage for the duration of the play. Failure to comply will result in a ten (10) yard penalty and possible disciplinary action by the Rules Committee.
- G.** Upon the start of the contest the winner of the coin toss selects Offense or Defense.
- H.** Deferring to the 2nd half is not an available option.
- I.** At the start of the 3rd quarter the winner of the coin toss will have the OPPOSITE selection at the start of the game.
- (Example: Team A, wins the coin toss, starts with Offense, Team A will start on Defense at the start of the 3rd Quarter).
- J.** No defender can line up in the A-Gap or directly over top of the center.
- K.** Defenders must line up over top of offensive guards and make contact before penetrating the A-Gap.
- L.** All linebackers must be three yards off the ball at the snap of the ball.

M. The Quarterback (QB) cannot keep the ball and run a QB Dive, or QB Sneak through the A-Gap; (the QB can run the ball but must go through the B-Gap and/or extended). **N.** There are no Special Teams at 6U/7U.

O. Point After Touchdowns – (PAT) will be by either run, pass, or kick play; any PAT pass is two (2) points, kick is two (2) points, run is one (1) point. A field goal is three (3) points. There will be no rushing allowed on PAT kicks or field goal attempts.

P. Gameplay, the ball will start at the 35-yard line.

Q. If a team elects to punt the ball, it is a 25-yard walk-off. (The ball cannot be walked off or punted beyond the opposing team's 25-yard line. Ex. The ball is on the opposing team's 35-yard line and the offensive team elects to punt therefore the ball will be moved to the defensive team's 25-yard line which would constitute a punt of only 10 yards.)

R. There must be at least a total of four (4) linemen down in three-point stance on defense.

8U/9U Rule Exceptions

A. The purpose of this classification is primarily for instruction, with posted scores and a playoff system.

B. 8U/9U will have at least three (3) officials for each game.

C. The Home Team will provide 100-yard standard sized field.

D. Games will consist of four (4) ten (10) minute quarters.

E. 8U will have one (1) coach from each team that will be permitted on the field during the game. No coaches will be allowed on the field for 9U.

F. Once the offense is set or the ball is on the kicking tee on a kickoff the coaches on the field cannot speak or coach in any way and must remain ten (10) yards behind the team's most distant player from the line of scrimmage for the duration of the play. Failure to comply will result in a ten (10) yard penalty and possible disciplinary action by the Rules Committee.

G. Point After Touchdowns – (PAT) will be by either run, pass or kick play; any PAT pass is two (2) points, kick is two (2) points, run is one (1) point. A field goal is three (3) points. There will be no rushing allowed on PAT kicks, field goal attempts or punts.

When punting once the ball is kicked the ball is live.

10u, 11u, 12u, 13 & 14u Rule Exceptions

A. Point After Touchdowns – (PAT) will be by either run, pass, or kick play; any PAT pass is two (2) points, kick is two (2) points, run is one (1) point. A field goal is three (3) points.

B. These divisions rules of play will adhere to N.F.H.S. Rules except for:

A. Ten (10) minute quarters for 10U/11U/12U/13U.

ARTICLE X. Scouting

A. Any representative of an MMYFA team or program can film his own team's practices or games. Any representative of a team or program can film any other team's regular season or playoff games. No representative of any MMYFA team or program can film any other team's practices. No representative of any MMYFA program may attend another MMYFA program's practice unless on official MMYFA business or with the prior approval of both program directors.

ARTICLE XI. Tie Breaker Procedures

A. Tie breaker procedures for a balanced schedule:

1. Record/Winning percentage
2. Head-to-Head
3. Points Allowed

B. Tie breaker procedures for an unbalanced schedule:

1. Record/Winning percentage
2. Head-to-Head
3. Points Allowed