

ONTARIO PLAYER DEVELOPMENT LEAGUE

Request For Proposals

League Entry
2018/2019

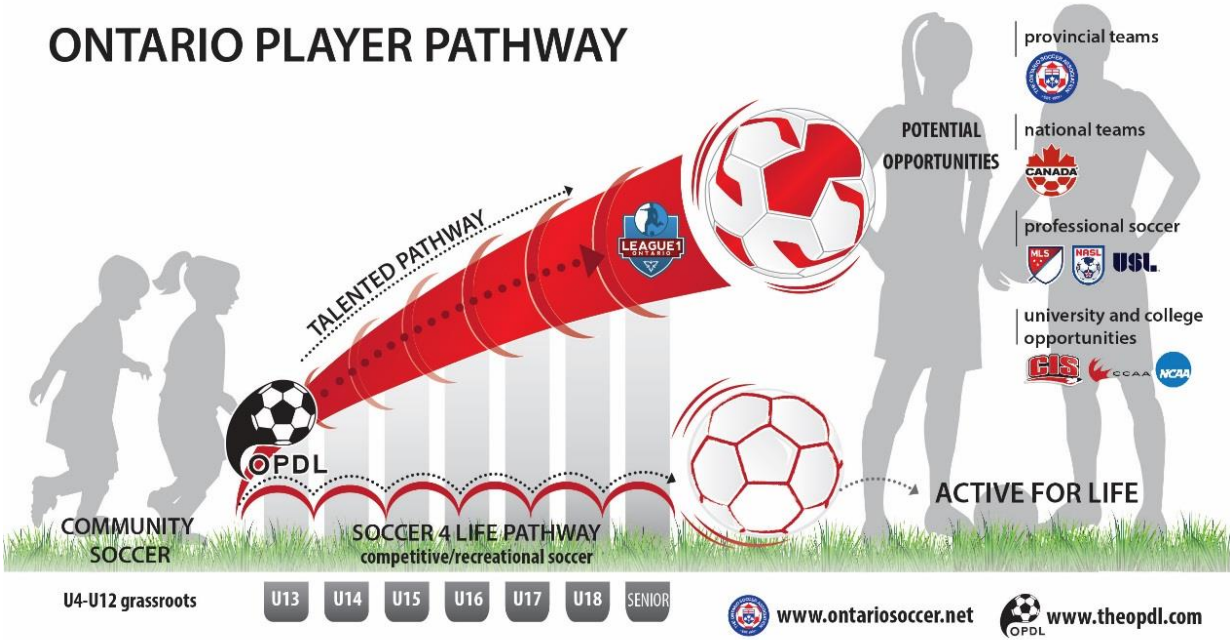
January 2017



INTRODUCTION & OBJECTIVES

The Ontario Player Development League (OPDL) is the province's high performance youth soccer program with the objective of preparing and advancing players and match officials to higher levels of the game.

OPDL is the pinnacle of the Ontario Soccer Association's (OSA) Talented Pathway for player and match official development and operates within the Canadian Soccer Association's (CSA) Long Term Player Development framework – Train-To-Train (Stage 4) and Train-To-Compete (Stage 5)



Core objectives of the OPDL



Allow top youth talent to develop optimally without the pressure of a promotion/relegation based system.

Raise base standards in training and coaching in organizations where the province's top youth players play.

Create a standardized system of elite player training and development, in line with world best practices.

Provide a centralized structure that allows Ontario talent to be scouted more frequently and consistently.

Ultimately provide the best opportunity for Ontario's top soccer talent to progress to higher levels of soccer.

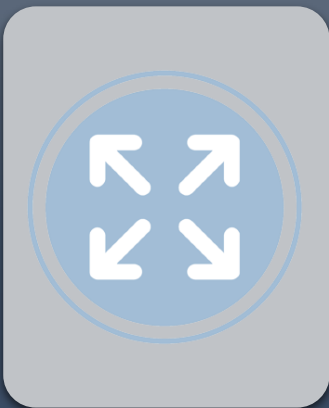
Ontario Player Development League

OPDL launched with its inaugural season in 2014, commencing with a single age group U13 (2001). The League expands in 2017 to include the U16 age group and will scale out through 2018 to cover age groups U13 to U17.

OSA-sanctioned youth soccer clubs and OSA-Recognized Non-Club Academies (ORNCA)-approved academies are eligible to participate in the OPDL. To enter, these organizations must apply for and acquire an OPDL license, which allows them to enter teams in the League for the period of its term. To acquire a license, organizations must meet a variety of technical, organizational and facilities standards that demonstrate their ability to develop OPDL players to the standards of excellence the League requires.

Applications for OPDL licenses are invited every two years and granted by means of a Request-For-Proposal (RFP) process. The OPDL is currently inviting applications for 2018/19 OPDL licenses through an RFP process that commences in January 2017.

This document serves as a guide to assist OSA sanctioned Clubs and/or ORNCA approved Academies who are considering applying for an OPDL license in the compilation of their applications.



OPDL EXPANSION

OPDL Expansion

OPDL age groups in both male and female categories are being introduced incrementally over a five year period (2014-2018), during which time pre-existing youth high performance programs are being grandfathered out (i.e. The Ontario Youth Soccer League OYSL).

The OPDL has scope to operate under a maximum of 30 licenses and is looking to expand to three conferences, western, central and eastern with 10 organizations per conference.

Licenses may be issued to any OSA-sanctioned youth soccer club or ORNCA-approved academy located anywhere in Ontario, provided they satisfactorily meet the standards criteria to the level needed to be awarded an OPDL license.



OPDL LICENSE TERM

OPDL License Term

OPDL licenses are for a two-year* term are bound by a license agreement. This agreement permits license holders to field teams in eligible age groups for the term and commits them to abide by the terms, conditions, policies and guidelines of the OPDL.

License holders must field teams in both genders, unless they have previously operated solely under one gender (in which case they may operate OPDL teams in this gender alone). Please seek clarification directly on this matter with the OSA.

License holders are subject to ongoing performance assessments, which includes a number of technical and organizational visits and evaluations, as well as an end-of-year performance review. Failure to meet OPDL standards can lead to the revoking or non-renewal of an OPDL license.

*Unless terminated earlier pursuant to the license agreement.

License Renewal

At the successful completion of the two-year term, license holders may choose to terminate their involvement in the OPDL, as may The OSA if it is not satisfied that required standards have been met. However a new OPDL license can be granted (without the need to go through another RFP process of application).

On entering a new license term, a license holder may choose, with consent of the OSA, to commit to expanding their OPDL program into the next two age groups.

Alternatively, for capacity reasons or as part of a broader strategic decision, the OSA may at this point elect to withhold expansion and grant involvement in the age groups from the previous license agreement only.

License holders may not expand to a new age group without continuing to participate in age groups below that new age group (ie. a license holder may not renew a license to operate U15 and U16 teams, but no longer operate U13 and U14 teams).



APPLICATION PROCESS

Submission Protocol

The OPDL Request-For-Proposal (RFP) is open to any OSA-affiliated youth soccer club or ORNCA-approved academy in good standing. The RFP process will be operated by the Ontario Soccer Association (OSA) and/or designates thereof.

Questions regarding the RFP should be submitted in writing to opdl@soccer.on.ca and will be answered publically on the OSA website. In the interests of transparency, questions by telephone or privately in-person will not be entertained.

All RFP applications must be submitted via the online platform and comply with the RFP requirements, terms and guidelines.

Non-Refundable Application Fee

A \$500 (five hundred dollars) application fee is required with application. Fee must be paid at time of submission, through the online platform, after letters of intent are reviewed.

The fee is non-refundable, even if organization is not accepted into OPDL.

Application Deadlines

Letter of Intent

The OSA will accept a “Letter of Intent” from prospect applicants beginning January 2017.

All letters must be received no later than 5pm on Friday, February 24th. Letters must be completed and include written confirmation from organization’s governing body (District Association) confirming status of “good standing”. (Not applicable to ORNCA applicants)

Assessment Stages

- January 31st to February 24th – Letters of Intent submitted to the OSA
- February 24th to March 3rd – Finance Review (Stage I)
- March 13th to April 12th – Governance Review (Stage II)
- April 17th to June 30th – Technical Review (Stage III)

Only documentation received in accordance with published timelines will be considered. The OSA will announce successful proponents no later than August 31st, 2017.

Assessment & Selection

RFP applications will be reviewed by the OSA's OPDL Assessment & Selection Committee.

The Committee will be comprised of OSA staff and independent members and will be chaired by an independent Committee member.

Applicants will be subject to an interview at their club/academy and inspection of their training facilities and proposed competition venue facilities (if applicable).

The date of this visit will be issued directly to applicants by the OPDL Assessment and Selection Committee and is not flexible. It is mandatory that senior technical and organizational leadership from the applicant be present at this meeting. Qualifications of coaches and other personnel put forward in applications may be required to be validated and verified during this visit.

Organizations previously operating and OPDL License

Organizations that have operated an OPDL License in the last 4 years and have since then ceased operation of an OPDL program, must provide documented evidence, on their letter of intent, demonstrating clear improvement on the deficiencies identified on their last OPDL Annual Assessment.

Application Completeness

All information requested must be submitted to the OSA. If information requested is not applicable to an application (eg. the provision of capital-licensing agreements with a third party facilities owner), this must be clearly indicated in applications submitted. **Failure to submit requested information may result in the disqualification of an application.**

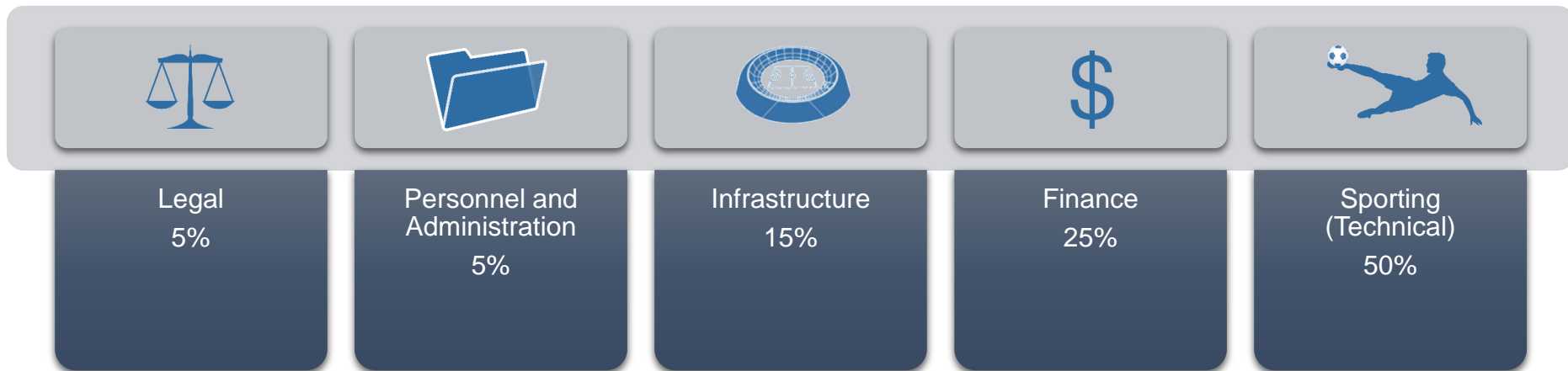
In situations where the hiring of a staff member (fulltime or contracted) presented in an application is contingent on the successful granting of an OPDL license (eg. a Head Coach, trainer or administrator), this must be **clearly indicated** in an application. Applications will be assessed on the assumption that such contingent staffing will be duly converted to professional appointments (exactly as indicated in the application) on the granting of an OPDL license. OPDL license can be revoked if contingent staff submitted in the application are not duly hired to the satisfaction of the OPDL.

Appeals

All appeals relating to the RFP Application Assessment & Selection process shall be submitted to the OSA's Discipline & Appeals Committee via appealcasemanager@soccer.on.ca within 14 days of receiving the decision from the OPDL Assessment & Selection Committee. Appeals of this nature will be reviewed in accordance with the OSA's Operational Procedure - Appeals.

Application Criteria

All applications will be assessed based on their ability to meet standards detailed later in this document. Broad standards criteria as outlined below will be weighted in terms of importance in assessment as follows:



Although geographical location is not a defined criterion for application approval, consideration will be given to the geographical location of applications vis-à-vis the distribution of current OPDL license holders when awarding OPDL licenses for 2018/19.



RFP REQUIRED INFORMATION



Applications should be structured addressing each of the categories of requested information, as outlined in this document.

Applicants should refer to OPDL standards criteria outlined in this document as a guide to the requirements of the program in order for an application to be successful.



INTRODUCTORY INFORMATION

Introductory Information

- ☐ Organizational Name
 - ☐ OPDL Brand Name (If different than Organizational Name. Subject to approval from The OPDL)
- ☐ Contact Name and Position Title
- ☐ Office/Administrative Address
- ☐ Phone Contact
- ☐ Email Contact
- ☐ Age of Organization (how long has the organization been in operation?)
- ☐ Does the organization operate youth soccer programs in both genders?
 - I. If not, in which gender(s) does the organization intend to operate OPDL programs?
- ☐ What age groups does the organization operate programs in?



LEGAL INFORMATION

Legal Information

Governance & Planning

- I. Please provide a brief description of your organization and its services and programs, including a brief history of its evolution and inception to present day. Please include a copy of the organization's:
 1. Current Constitution & Bylaws
 2. Vision & Mission Statements and Values
 3. Any Memorandum of Understanding or other such Third Party Agreements detailing any third party ownership or control (either in part or in full) of your organization
- II. Please provide detail on why your organization wants to participate in the OPDL. Include detail on the steps you have taken to consult with all stakeholder of your organization to inform your decision to apply.

LEGAL STANDARDS CRITERIA



Legal Standards Criteria

In Good Standing

- The organization must be either an OSA-sanctioned youth soccer club or an ORNCA-approved academy that is in good standing within the OSA membership and in compliance with its rules/regulations/policies therein.

Vision and Mission Statements and Values

- These items must be made available to members if requested and are mandatory to be posted on the organization's website



PERSONNEL AND ADMINISTRATION INFORMATION

Personnel and Administration Information

Personnel

- I. Please provide detail on your organization's current staff resources, including:
 1. A list of non-technical staff, including job title, job description/responsibilities, qualifications held by incumbent staff members, and employment contract length (if not fulltime).
 - a. Do all staff listed above have signed, unexpired employment contracts?
 - b. Please note employment contract for the staff outlined above will be subject to inspection at the site visits to shortlisted applicant organizations.
- II. Please provide a copy of your Volunteer Screening Policy.
 1. Have all your organization's volunteers submitted valid CPIC certification?
 2. Have all your competitive/rep' coaches completed Respect In Sport Activity Leader certification? If not all, what percentage have?

Planning

The organization must demonstrate a commitment to the long-term planning of its activities and associated finances through the development and implementation of:

A 5-year Strategic Plan (or evidence of undertaking the work to establish one) NOTE: this is not a business plan

Club Excellence Level

The organization must obtain the “OSA Club Excellence – Level Gold” by December 31st, 2017 and sustain designation throughout participation in the OPDL. *Note – not applicable to Academies that obtain OSA ORNCA status.*

PERSONNEL AND ADMINISTRATION STANDARDS CRITERIA



Personnel and Administration Standards Criteria

Personnel

Administrative staff

The Organization must have a full-time Club/Academy administrator (i.e., Executive Director, General Manager) with a written and signed agreement outlining the following:

- Written job description outlining the expectations of this position
- Written contract or employee agreement including remuneration of the position and term

Communications/Marketing/Social Media Coordinator

The License Holder shall appoint a (full-time/part-time) marketing/communications/social media coordinator.

Primary Roles and Responsibilities of the Marketing/Communications/Social Media Coordinator:

- Management of the License Holder's digital presence, including social media and websites
- Coordination with the Ontario Soccer Marketing Manager for new collateral and digital materials
- Participation and execution of OPDL-wise communication initiatives such as the Spotlight Series
- Other marketing/communications/social media duties as needed

Personnel and Administration Standards Criteria

Performance Manager

The License Holder shall appoint a (full-time/part-time) Performance Manager to oversee the OPDL Performance Management Platform within the License Holder.

Primary Roles and Responsibilities of the Performance Manager:

- Attend training at the OSA when required and train internal technical staff
- Lead the License Holders Performance Analysis within the OPDL.
- Maintain and look after all Performance Analysis related equipment.
- Maintain accurate information management records of all OPDL, Player, and Coach Data collected and monitored as part of the role.
- Train internal staff and external membership through webinars and workshops on performance management system

Coaching contracts

- All OPDL coaches must have a written and signed agreement outlining the following:
 - job responsibilities
 - details of annual compensation and fringe benefits (if any)
 - confidentiality agreement
 - commitment to Code of Conduct
 - verification of coaching qualifications and credentials
 - CPIC clearance (vulnerable sector) details
 - Respect in Sport Activity Leader certification number

Personnel and Administration Standards Criteria

Personnel Policy Manual

- The organization must have a policy manual outlining all personnel operating rules, policies and practice must be established, reviewed every two years, and made available to all staff.

Code of Conduct

- All players and coaches of the organization must indicate agreement to abide by appropriate [OSA League Codes of Conduct](#) (including the OPDL's).

Volunteer screening & harassment policy

- All volunteers must have submitted copies of clean CPIC certificates with the organization (CPIC validity length of three years)
- [OSA Harassment Policy](#) must be made available to all volunteers and adhered to this can occur as part of volunteer acceptance of a broader booklet of volunteer policies and procedures

Player Well-Being

The Organization must demonstrate proof of:

- A Healthy Snack Policy
- A Tobacco Free Policy
- A Player Well-Being Officer

Player Well-Being Officer

The Organization must have a person responsible for management of all player well-being matters, including volunteer screening administration, hardship case applications, new player induction and set-up, etc.



INFRASTRUCTURE INFORMATION

Infrastructure Information

Training Facilities

- I. Please identify the facilities that you intend to use to implement the training program required by the OPDL. Please identify which facilities are winterized and will be used for training in winter and early spring. Please include:
 - Facility name and address
 - Name of the facility owner
 - Hourly rental costs
 - Field size (if using indoor gymnasiums, include floor dimensions)
 - Field surface type (grass, turf, gym, etc)

Infrastructure Information

Competition Hosting Facilities

Please identify competition hosting facility (or facilities) as part of your application. Such facilities must meet the standards criteria outlined later in this document and will be subject to inspection as part of the technical visit undertaken by the OPDL Assessment & Selection Committee. Organizations must provide all information requested below in relation to Competition Hosting Facilities.

- I. Name and address of the facility
- II. Does your organization directly own the facility?
- III. Does your organization have exclusive control of the facility through a third party licensing agreement or equivalent?
 1. If no, who is the owner of the facility?
 2. If no, how will you secure access to and booking of the facility?
- IV. Is the facility an existing OPDL-approved competition hosting facility?
- V. Has the facility been used previously to host any OSA tournaments or competition rounds?
 1. If yes, please specify.

Infrastructure Information

Competition Hosting Facilities

VI. Please provide details of the fields at the facility you are submitting, including:

- Total number of fields available at the venue
- Field surface type (ie. grass, turf, etc)
- FIFA grade for turf fields (if applicable) and age of turf
- Dimensions of each field
- Availability of full size, three dimensional goals and corner flags for each field
- Existence of player benches and/or dug-outs (please indicate if they are covered or not)
- Existence of bleachers or other spectator seating (please indicate approximate spectator seating capacity and whether or not the seating is a permanent or temporary structure)
- Existence of a game-clock and scoreboard
- Existence of perimeter fencing, including where (ie. fully enclosing or just behind goals) and at what approximate height
- Existence of floodlighting (specify which field(s))
- Non-soccer field usage (if any)

Infrastructure Information

Competition Hosting Facilities

VI. Does the facility have access to change rooms?

- If so, please indicate how many and the approximate walking distance to the field(s).
- If not, please indicate what alternate room(s) can be made available for players/officials to change.

VII. Does the facility have access to permanent washrooms?

- If not, please indicate arrangements that will be made for temporary washroom availability on game day.

VIII. Please indicate what space is assigned for match video recording.

IX. What power availability exists at your facility's fields?

X. What access to drinking water sources exist at your facility's fields?

XI. Please indicate what secure storage space exists at your facility that could be made available to the OPDL purposes.

XII. Does your facility have a public address system that the OPDL would have access to on game day?

Infrastructure Information

Competition Hosting Facilities

VI. Please confirm that the OPDL will be permitted to affix signage and branding at the facility, both promoting the League itself, and its partners and sponsors.

VII. Please confirm that the facility will permit access for OPDL sponsors and partners for sponsorship activation and fulfilment (such as setting up and management of Gatorade hydration stations).

VIII. Please indicate provisions (if any) you will make for concessions availability at OPDL games.

IX. Is there parking availability at your venue?

- If so, please indicate approximately how many spaces are available.
- If there is a charge for parking at your venue, please specify.
- If your facility does not have parking, please indicate where OPDL teams can park close to the venue and indicate its walking distance from the venue.

X. Please indicate how you will assist the OPDL sourcing personnel to provide casual event assistance for OPDL game days at your facility.

INFRASTRUCTURE STANDARDS CRITERIA



Infrastructure Standards Criteria



High Level Principles Training

- Organizations must be able to support year-round training at the highest standard with quality facilities.
- Safety of all participants must be paramount when selecting or using any facility.
- All facilities must be by used by players according to LTPD principles with respect to size and dimensions.
- Organizations must have established relationships, contracts or ownership of facilities so there is minimal risk of not being able to provide programming.

Infrastructure Standards Criteria

OPDL Outdoor Training Field Requirements (U13+)

- An organization must have access to quality fields of FIFA-approved dimensions for training during the week, in accordance with LTPD training ratios.
- In addition to the fixed goal posts, portable goals must be available to provide optimum training conditions.

OPDL Winter Indoor Training

- Indoor facilities must be available for training during the winter months (January – March/April)
- The minimum size field or training location must be equivalent to a mini-field (dimensions in LTPD guidelines)
- Facilities must provide climate control (i.e. heating / cooling) as conditions require
- Acceptable facilities would include:
 - Covered artificial turf (i.e. “bubble”)
 - Fixed / permanent structure
 - Indoor gymnasium that is a minimum of 16m x 32m

Infrastructure Standards Criteria

U8 – U12 Outdoor Field Requirements

- An organization must be able to provide access to enough fields for other programming without compromising the OPDL programming.
- Field sizes must be appropriate for the development stage of the players according to LTPD principles and as outlined in the [OSA's development matrix](#).

U8 – U12 Indoor Field Requirements

- An organization must be able to provide access to appropriate indoor facilities for other programming without compromising the OPDL programming.

NB: All programming within the organization from U8 up, must be compliant with OSA's development matrix.

Infrastructure Standards Criteria



High Level Principles OPDL Competition

- Organizations must be able to support the hosting of OPDL rounds where they are the designated 'home' team.
- Organizations must be able to host OPDL rounds throughout the entire OPDL season, from May until October.
- Organizations must be able to provide the necessary services and support to OPDL matches that make OPDL competition a compelling and enjoyable experience for players, spectators, coaches, match officials and teams' support groups.

Infrastructure Standards Criteria

Ownership & Access

Organization must have proper access to a facility (or facilities) that are capable of hosting OPDL competition. Proper access means the organization is able and authorised to rent or reserve the facility from May to November through:

- Direct ownership of the facility.
- Ownership of an operating license on the facility from the facility owner that grants the organization access rights to the facility (either in full or in part).
- Rental of the facility through facilities permitting (as undertaken by municipal government with its sports and recreation facilities).
- Written permission to access/use the facility without charge from the facility owner.

Infrastructure Standards Criteria

Playing Fields

The facility must exhibit sufficient number of fields to play all the organization's OPDL games teams on the same day on the competition rounds that they host.

The facility (or facilities) must have sufficient turf field availability to host OPDL competition rounds in the months of May, October and November.

The facility's fields must be of minimum FIFA regulation size.

Fields should have a minimum 6ft run-off around the entire field

Grass fields must be of an acceptable quality in terms of grass cover, slope, surface smoothness and drainage.

Turf fields should ideally have an approved FIFA grade

The facility's fields must be equipped with Full-size, 3-dimensional, netted goals, corner flags and team benches

If possible, fields should also:

- exhibit perimeter fencing, especially behind goals
- have permanently-marked technical areas
- have a permanently-marked “retreat line” indicator
- be soccer-specific in usage (ie. not used by multiple sport activities)

Infrastructure Standards Criteria

Field Support Amenities

- Bleachers or spectator seating (temporary or permanent) for at least 200 spectators
- Access to washrooms (permanent or temporary) within reasonable walking distance of playing fields
- Access to change rooms (or enclosed, private rooms that players and/or officials can change in) within reasonable distance of the playing fields
- A designated area to facilitate video recording of games, ideally in an elevated, centre-field location
- It is desirable for at least one field at the facility to be equipped with floodlighting.

Infrastructure Standards Criteria

Administrative Support Services

- Event assistants (one per field) who are familiar with the facility to serve in the role of OPDL Coordinators during the day of event operation. These individuals, who are paid by the OPDL and report to the OSA on game day, should be well organized, strong communicators, and understand how to manage soccer tournaments and events at the designated venue.
- Nearby parking spaces for at least 100 vehicles, including space for the parking of team buses
- At least one power source within reasonable distance of the playing field(s)
- Access to clean, drinking water (water fountains or taps for the filling of water bottles is sufficient)
- Designated space for game day administration (this is permitted to be field-side at centre field by a playing field)
- Space (and permission) for the affixing of OPDL signage and sponsor branding field side and in other positions of prominence, as well as access for OPDL sponsor activation and fulfilment (eg. setting up and managing hydration stations)
- Access to enclosed, secure storage space for the interim storage of OPDL signage, equipment and other items in between an organization's hosting dates



FINANCE INFORMATION

Finance Information

Finance

- I. Please detail how your organization plans to manage its involvement in the OPDL in a financially sustainable manner. In doing so, include the following:
 - 1) Yearend financial statements for your organization's last two fiscal years, including at a minimum; balance sheet, income statement, cash flow statements, opinion and notes.
 - 2) Details of any long-term debt or other capital financing arrangements. Notes to an organization's audited financial statements are deemed sufficient in this regard.
 - 3) Details, (if any) of any facilities licensing arrangements with municipal government bodies or other private facility. Including specific responsibilities, obligations, risk and insurance coverages or cross-coverages and third-party financial statements.
 - 4) Details of any other long-term contributory financing arrangements your organization may have with another third party organization (i.e., League1 Ontario – a pro-am soccer club).
 - 5) A draft two-year annual budget for your organization's OPDL program for 2018 and 2019, including proposed team fees, costs and other non-fee revenue sources.
 - 6) A draft two-year annual budget for your organization at large (including its OPDL revenues and costs) for 2018 and 2019.

FINANCE STANDARDS CRITERIA



Finance Standards Criteria

Financial Accountability & Stability

- The organization must be able to demonstrate and maintain a position of financial stability, overseen by practices of prudent financial management and oversight.
 - The organization should demonstrate basic solvency through:
 - A debt ratio no higher than 1
 - A current ratio no lower than 1
 - Where financial statements indicate insolvency, the organization must be able to provide a satisfactory explanation as to:
 - why the organization has fallen into a position of insolvency
 - what steps are being taken to return the organization to a position of solvency
 - when the organization project to return to a position of insolvency
- In instances where clubs either have had start-up capital contributions from other clubs, or have ongoing capital contribution agreements with other clubs to support their operations, contributing clubs are subject to the same expectations of solvency and financial stability.



SPORTING (TECHNICAL) INFORMATION

Sporting (Technical) Information

Planning

- I. Please provide a copy of your Technical Development Plan, with details on how it was developed and by whom.

Long Term Player Development (LTPD)

- I. Please provide a summary of your organization's implementation of the OSA's development and recreational matrices across its programs to date, including recreational operations (if you have any).
- II. Please highlight areas of your program where LTPD has yet to be introduced and indicate how and when your organization plans to bring these areas to a state of compliance.
- III. Please include a signed letter of commitment from your Technical Director confirming that your organization's overall technical programming follows the principles of LTPD

Sporting (Technical) Information

Personnel

- I. Provide a complete list of your organization's paid technical personnel, including job titles, job descriptions/responsibilities, highest coaching qualification attended, Respect In Sport Certificate No. and employment contract length if they are not fulltime. As part of this list, please include the names/details of the individuals you plan to appoint the position of:
 - Technical Director
 - 2005 Girls Head Coach
 - 2005 Girls Assistant Coach
 - 2005 Boys Head Coach
 - 2005 Boys Assistant Coach
 - Goalkeeper Coach
- II. Specify which (if any) of these positions are not currently employed by your organization in some capacity, and whose appointment is contingent on the successful awarding of an OPDL license to your organization.
- III. Do all other staff listed above have signed, unexpired employment contracts?
 - I. Please note employment contract for the staff outlined above will be subject to inspection at the site visits. Staffing contracts related to OPDL cannot exceed the license holder term.

Sporting (Technical) Information

Sport Science / Sport Medicine

- I. Please provide detail of the sport science program that you intend to employ with your OPDL players, including:
 - Fitness program
 - Strength & conditioning / injury prevention
 - Nutrition & lifestyle management
- II. Please provide detail of your sport science providers, including the name of your Fitness Coach (Trainer) and qualification transcripts.
- III. Please provide details of the injury management protocol you intend to employ for your OPDL players. Please include detail on injury rehabilitation and any specific protocol for head trauma and concussion diagnosis and rehabilitation.
- IV. Please provide details of your medical provider, including individual contacts and qualifications detail. Please indicate your previous history (if case) in dealing with this provider.

Sporting (Technical) Information

Competitive Programming

- I. Please provide an overview of your broader competitive program to date, and your proposed program on entry into OPDL, including an overview of your current (2017) competitive programming at U8-U12 age groups and U13-U17 age groups, with detail on:
 1. The training curriculum currently offered and any off-field sport science components that may exist
 2. The program fee structure that you currently employ
- II. Please provide detail on the 2018 training program under which your U13 OPDL team(s) will train if you are successfully awarded an OPDL license, including:
 1. Detail on your proposed annual, periodized training curriculum
 2. Detail on the scheduling of training facilities throughout the year (including winter)
 3. Specific program enhancements you plan to make on your U13 competitive program
- III. Please outline the process through which new players will be assessed to join your OPDL teams, including trials, managed assessments and/or trial training.
 1. Do you have a structured process of player assessment and review? If so, please provide detail.
 2. How (if at all) will this process differ for the assessment of your OPDL players?

Sporting (Technical) Information

Recreational Programming

- I. Please provide an overview of your recreational program, including age groups at which you offer programs, approximate volumes of players participating, and the means through which players are identified for higher level soccer development programs.

Coach Development

- I. Please provide detail of your current coach development plan, including:
 1. The annual budget your organization assigns to coach development activities.
 2. Policies employed to support coaches enhancing their coaching levels.
 - a) Proof of mandatory “Respect in Sport Activity Leader” certification program
 3. What staff member is responsible for the recruitment, assessment and development of your organization's coaches?
 4. How will your OPDL coaches be assessed and developed? Indicate how the OPDL's coach development program for all OPDL coaches is included in this.

SPORTING (TECHNICAL) STANDARDS CRITERIA



Sporting (Technical) Standards Criteria

Technical Staff

Technical Director

The organization must have a paid full-time Technical Director with a minimum qualification of a CSA National B License, a USSF B License or a UEFA B License.

- The Technical Director must be a trained NCCP Coach Developer (*Formerly Learning Facilitator*)
- The Technical Director must have completed the OSA Technical Director Diploma
- The Technical Director oversees Player, Coach and Match Official Development programs within the organization.
- The Technical Director is **not** a coach of an OPDL team within the organization.

Sporting (Technical) Standards Criteria

Technical Staff

Head Coaches

- The organization must have a paid (either full or part-time) Head Coach for each team it enters in the OPDL.
 - U13 - OPDL Head Coaches must hold a minimum qualification of a Provincial B License and complete the OPDL Coach Development Program on a annual bases.
 - U14 and older - OPDL Head Coaches must hold a minimum qualification of a CSA B License, a USSF B License or a UEFA B License.

Assistant Coaches

- The organization must have a paid (full or part-time) Assistant Coach.
- OPDL Assistant Coaches must hold a minimum qualification of a CSA C License or equivalent.
- On an OPDL U13 female team, the Head Coach or Assistant Coach must be female.

Goalkeeper Coach

- The organization must have a paid (full or part-time) Goalkeeper Coach.
- The Goalkeeper Coach must hold a minimum of an OSA Goalkeeper Coach Diploma.
- The Goalkeeper Coach must be present for a minimum of two (2) OPDL training sessions per week for OPDL teams.

Fitness Coach

- The organization must have a paid individual or organization responsible for the physical training and development of its OPDL players.
- The Fitness Coach (or Trainer) must have the following qualifications, University undergraduate degree in Kinesiology, Exercise Science or similar, Certification with CSEP Exercise Physiologist (CSEP CEP) or NSCA CSCS (Certified Strength and Conditioning Specialist), up to date First Aid/CPR Certification

Sporting (Technical) Standards Criteria

Technical Staff

Medical

- The organization must have a paid individual or organization that is responsible for the injury prevention and treatment of all OPDL players. The individual or organization must be a qualified, licensed healthcare provider with any of the following qualifications:
- Primary Health Care Providers:
 - Diagnosing Healthcare Providers
 - Licensed Physician in the province of Ontario or CASM Doctor
 - Licensed Chiropractor or Sport Chiropractic Specialist licensed in the Province of Ontario
 - Non-diagnosing Healthcare Providers
 - Registered Physiotherapist or Sport Physiotherapist licensed in the Province of Ontario
 - Certified Athletic Therapist certified by the Canadian Athletic Therapy Association and a member of the Ontario Athletic Therapy Association
- The organization must have an injury treatment protocol in place for training sessions or games to deal with injury management.
 - This should involve appropriately qualified first aid personnel on site, and a relationship and contact details available for a registered healthcare provider.

Sporting (Technical) Standards Criteria

Technical Staff

U8-U12 Coaches

- All of the organization's coaches working with development players from U8–U12 must hold the stage-appropriate LTPD coaching certification.
- Age group lead coaches at each age group should be the holder of the OSA Grassroots Diploma, or equivalent:
 - USSF Youth Licence
 - FA Youth Award or Advanced Youth Award
 - SFA Children's or Youth Diploma (2 levels)
 - FIFA Grassroots Award
- All U8 coaches should have a valid OSA Game Leader Certificate
- All U11 and U12 coaches shall have mandatory Respect in Sport Activity Leader Certification for the 2018 season.
- All U9 and U10 coaches shall have mandatory Respect in Sport Activity Leader Certification for the 2019 season.

Sporting (Technical) Standards Criteria

Technical Staff Development

Professional Development for Staff Coaches

- The organization must have a detailed development plan for its coaches, both paid and volunteer.

Coach Evaluation

- The organization must have a detailed evaluation program for its coaches, including written policy, tools and forms. Documentation shall be made available periodically to OPDL.

Coach Certification

- The organization must submit all the coaching qualifications of its paid and volunteer coaches working with players U8 and above.
 - Respect in Sport Certification must be included for all coaches working with age groups U11 and older.

Sporting (Technical) Standards Criteria

Training Program

- The organization must have development programming for both genders from U8 – U12 that follows the guidelines outlined in the [OSA development matrix](#). It is not mandatory for the organization to offer recreational programming at/or below these ages, but it is highly recommended.

Periodization

- The organization must agree to adhere to the periodized 12-month calendar provided by the OPDL. Any training or competing, outside of official weekends for showcase attendance, is not permitted without OPDL approval.

Training-To-Game Ratio

- The organization's OPDL training program must have a minimum training-to-game ratio of 3:1.
- Training sessions that do not incorporate technical work with a ball (i.e. strength and conditioning work, classroom tactical work) do not count towards the total number of training sessions used in this ratio. The three training sessions used to calculate the training-to-game ratio must involve ball work.

Trial Process for New Players

- The organization must offer players at least three (3) trial sessions for their OPDL program, in accordance with the OPDL's [Trials Guidelines](#).

Sporting (Technical) Standards Criteria

Technical Program

Player Assessments

- The organization must provide a minimum of two (2) written and one (1) verbal player assessment per calendar year for each player involved in the OPDL.

LTPD Implementation

- The organization must make available (hardcopy or electronically) the CSA LTPD manual to all coaches, either paid or volunteer.
- The organization's Technical Director must submit a signed letter of commitment to follow the guidelines of LTPD for all the organization's technical programming.
- The organization must have an LTPD Implementation Plan, outlining the steps that will be taken to become LTPD compliant.

Technical Development Plan

- The organization must demonstrate a commitment to the long term planning of its activities and associated finances through the development and implementation of a Technical Development Plan

Thank you for your interest in the most committed and development-oriented high performance youth league in Ontario.

For more information about the OPDL Application Process please contact us at opdl@soccer.on.ca