

Inland Northwest Youth Football and Cheer League

Official Rules & Bylaws

Section 1: Introduction

Mission and Objectives

The Inland Northwest Youth Football & Cheer (INYFC) League aims to promote values of teamwork, respect, and integrity among youth while fostering a safe and fun environment for football and cheerleading. The focus remains on participant growth over competitive results.

All rules contained in the INYFC Official Rules, as well as any additional INYFC policies, must be enforced by each INYFC Association and the League.

Failure to enforce these rules shall result in penalties as defined within these rules, or other INYFC policies.

Disclaimer

All rules and policies outlined in this document are subject to review and interpretation by the INYFC Board of Directors. The Board reserves the right to amend, clarify, or override any rule as necessary to ensure the integrity, safety, and fairness of the league.

The INYFC Board has final authority in all matters, including but not limited to eligibility, gameplay, disciplinary actions, and rule enforcement. Situations not specifically addressed in these rules will be reviewed on a case-by-case basis at the Board's discretion.

Playing Season Definition

- The INYFC playing season is determined and approved annually by the INYFC Board of Directors each March. The season begins on Monday of the last full work week in July and continues through December 31st, or until the final game or competition of the season—whichever occurs first.
- All INYFC associations, administrative personnel, coaches, players, and cheer participants are subject to league rules and may face disciplinary action for any violations that occur during the defined playing season.
- In addition, once a coach, volunteer, or participant is registered and assigned to a team, they are expected to fully adhere to all INYFC rules, policies, and standards of conduct—regardless of whether the official playing season has begun. Violations occurring during the off-season, pre-season, or team-organized activities may still result in disciplinary action, up to and including removal from the League.

Section 2: Code of Conduct & Enforcement Policy

INYFC is committed to fostering a safe, respectful, and positive environment for all athletes, coaches, volunteers, and families. All individuals participating in or attending an INYFC event—including practices, games, camps, fundraisers, and banquets—must conduct themselves with integrity and good sportsmanship.

The following expectations apply to all coaches, staff, parents, guardians, and spectators:

- Treat all athletes, coaches, referees, volunteers, and other spectators with respect and courtesy.
- Zero tolerance for rude, aggressive, or intimidating behavior.
- Alcohol, tobacco, drugs, and vaping are strictly prohibited at all INYFC events.
- Game officials' decisions are final and may not be argued or protested.
- Coaching from the sidelines (by anyone other than rostered coaches) is not permitted.
- Spectators must remain in designated viewing areas. If no visitor area is present, spectators must stay at least 25 feet from the playing field.
- Board members and coaches may remove individuals exhibiting prohibited behavior or appearing under the influence.
- Social media must be used responsibly; posts deemed threatening, harassing, or damaging to the league's integrity may result in disciplinary action.

Coaching Staff & Parent Responsibilities

- Promptly remove any athlete showing signs of injury or illness.
- Offer feedback constructively and privately—never publicly or in front of players.
- Promote academic success, teamwork, accountability, and safety.
- Ensure that only rostered staff with League-issued badges are present on the field or with athletes.
- Set a positive example through communication and sportsmanship—online and offline.

Referee Authority

- Referees have full authority over the field of play and may:
 - Remove any player from the game at their sole discretion, including for injuries, unsafe conduct, or behavioral issues.
 - Eject spectators or non-rostered individuals from the sidelines or spectator areas for inappropriate behavior, interference, or violations of league conduct expectations.
- These decisions are made in the interest of athlete safety and are final and not subject to protest or appeal.

Field Access Policy

- Only individuals who have completed an INYFC background check and required training may receive a League-issued badge.
- No badge = no field access.

- This applies to practices, games, and any location athletes are present.
- Badged individuals must wear their badge visibly while on-site.

Offenses & Penalties Summary

Offense	First Offense	Second Offense/Severe Violation
Rude, aggressive, or intimidating behavior	Verbal warning or ejection	1-year ban from all INYFC events
Use of alcohol, drugs, or vaping at event	Immediate removal	1-year minimum suspension
Physical threats or assault (adult)	Permanent removal	No reinstatement considered
Fighting (adult)	Permanent removal	Child may also be removed from League
Cheating (e.g., falsified player info, game manipulation)	1-year suspension	Reinstatement only by Board vote
Teaching prohibited techniques	1-year suspension	Board approval required for reinstatement
Gambling on INYFC activities	1-year suspension	Subject to Board review
Refusal to comply or provide documents	Suspension until resolved	Continued refusal may result in removal
Falsified signatures or documentation	1-year suspension	Possible permanent ban (Board discretion)
Game ejection (adult)	1-week suspension (all activities)	Board review if repeated
Juvenile ejection (player)	1-game suspension	Second = season removal
Illegal activity (juvenile)	Board review	May result in removal
Repeated violations of any type	Permanent ban	N/A

Disciplinary Committee Procedures

All serious conduct violations are handled by the INYFC Disciplinary Committee, composed of three members selected by the League President.

- Complaint Process
 - Complaints must include: team, coach, division, incident description, and time/date.
 - An initial review will be conducted within 72 hours of submission.
 - All penalties remain in effect during the review process.
- Review Outcomes
 - Trivial Ruling: No penalty
 - Probation Issued
 - Hearing Required: Full disciplinary hearing before the committee
- Voting Requirements
 - Standard actions: Majority vote (2 of 3 members)
 - Suspensions/dismissals: Unanimous vote required

Section 3: Volunteer Requirements

All volunteers must complete and pass the official INYFC Background Screening through SportsEngine, which utilizes the National Center for Safety Initiatives, LLC (NCSI). This requirement applies to all volunteers, including but not limited to coaches, board members, and support staff. These rules ensure that all coaches, staff, and designated personnel are properly identified and granted appropriate access during League events.

Each team may have up to 10 staff members, including one designated Head Coach and one designated Team Manager.

Head Coach

- Serves as the primary leader and representative of the team, responsible for the conduct of all coaches, players, and spectators on the sidelines.
- Acts as the sole point of contact with referees regarding game-related concerns.
- May only enter the field for injuries or time-outs, unless otherwise permitted by the INYFC Official Rules.
- Ensures a safe, positive environment while developing players' football skills, sportsmanship, and teamwork.
- Plans and leads practices, including drills, warm-ups, and scrimmages; coaches team during games and tournaments.
- Must hold current USA Football certification.

Assistant coaches

- Support the Head Coach in teaching football fundamentals, managing players, and fostering a safe, positive, and respectful team environment.
- Assist in organizing and running practices for offense, defense, and special teams, including warm-ups, drills, and scrimmages.
- Help coach during games and tournaments, reinforcing team strategies and encouraging player development.
- Step in and assume leadership responsibilities in the Head Coach's absence.
- Must maintain a current USA Football certification.

Team Manager

- Serve as the primary point of contact for parents, assisting with team communication, organization, and administrative support.
- Coordinate Team Events: Plan team gatherings, end-of-season parties, and manage snack schedules.
- Organize Volunteers: Recruit and assign parents to help with game-day duties such as sideline setup, equipment, or other tasks.
- Manage Team Finances: Track and handle any team-related funds, if applicable.
- Support Coaching Staff: Assist the Head Coach with scheduling, managing scorekeepers, and ensuring compliance with league rules.
- Handle Team Documentation: Maintain a roster with jersey numbers and player names, and assist with check-ins on game days or at league events.
- Must be CDC Certified and complete Abuse Training through SportsEngine.

Equipment Manager

- Oversee the care, organization, and maintenance of all football equipment, including jerseys, cleats, helmets, pads, and field gear.
- Ensure all equipment is clean, functional, and ready for practices and games.
- Serve as the primary liaison between the team and league regarding equipment needs, distribution, and returns.
- Game Day Duties: Assist with field setup, confirm all necessary gear is available, manage jerseys, and handle game balls throughout the game. Support any additional equipment-related tasks requested by the Head Coach.
- Note: The Equipment Manager is not permitted to coach or provide instruction on the sideline during games.
- Must be CDC Certified and complete Abuse Training through SportsEngine.

Team Photographers

- Each Association President may approve one (1) official photographer pass per team.
- A maximum of two photographers are allowed on the field at any time—one from the home team and one from the visiting team.
- Individuals without a valid photographer pass are not permitted on the field or sidelines and must remain in the stands.
- Photographers must stay on the sideline assigned to their team's association as indicated on their issued badge.
- Must be CDC Certified and complete Abuse Training through SportsEngine.

Coach Trainee/Student demonstrator

- Must be at least two years older than the oldest player on the team.
- Assists coaching staff by demonstrating proper technique and setting a positive example for players.

- Must be committed to attending practices and games regularly.
- Required to maintain current USA Football certification.

Trainer/Nurse

- Must be certified in the physical therapy/medical field.
- Help the team with medical issues during practice and games.
- Have a current CPR/First Aid certification.
- Attend all practices and games.
- May not Coach on the sideline of the games.
- Must be CDC Certified and complete Abuse Training through SportsEngine.

Coaching Staff Badges and Field Access

- All coaching staff and volunteers must wear an official INYFC-issued badge to access the field, practice areas, or any location where athletes are present.
- Badges are issued only to individuals who have completed and passed a League-approved background check and all required position-specific training.
- Anyone without a valid badge is not permitted on the field, sidelines, or athlete-designated spaces during practices or games.
- This policy applies to all INYFC events and will be strictly enforced for the safety and security of all participants.

Section 4: Eligibility and Team Management

Eligibility is determined based on the grade the participant will enter in August/September of the current playing year. While the INYFC season begins at the end of July, players are assigned to divisions according to the upcoming school year grade level. Teams must also adhere to the designated weight limits for ball carriers, where applicable.

Registration

- Participant Registration:
 - All participants must be registered before August 1st of the current year.
 - Participants registering after August 1st must obtain approval from their respective Association.
 - Any registrations requiring Association approval must be completed before September 1st of that year.
 - No athlete may register after September 1st of the playing year.
- Team Roster Requirements:
 - The INYFC Scholastics Commissioner will create all teams in NSID by June 1st of the playing year.
 - Associations may give links to coaches to allow coaches to add kids to teams.
 - All coaching staff must be added to the team's official NSID roster.
 - Coaches may not create their own teams in NSID.

Association Transfers

Players are assigned to teams based on the school they attend and the school district to which that school belongs.

- Players requesting to play outside their Association's boundary must submit an Association Transfer Request Form to both the losing and hosting Associations.
- The losing Association must provide a written release before team book certification.
- If the losing Association does not release the player and the player still participates out of boundary:
 - The hosting Association is fined \$200.00 (\$100 to the League and \$100 to the losing Association).
 - If the player is on a competitive division team, that team becomes ineligible for playoff participation.
- INNYFC Association Transfers:
 - Transfer requests must be submitted by a parent or legal guardian to the Presidents of both the affected Associations.
 - All transfers between Associations require League approval.
 - Transfer requests must be signed before the first practice.
 - Transfers may be for any reason.
 - All transfers expire annually on December 31st.
- Limit on Transfers per Team:
 - Any team may have a maximum total of three (3) transfers from outside their Association.
 - If a fourth transfer is requested, that player must return to or remain with their home Association.

Team Formation & Roster Management

- Division Assignment
 - At registration, each player is assigned to a division based on the current age/grade and weight matrix.
 - First-time players are placed in the lowest eligible division.
 - Returning players are assigned to the lowest division for which they qualify, considering prior year participation and/or parent request.
 - A player may only move up one division.
- Registration Requirement
 - All team assignments are preliminary until players are fully certified.
- Team Formation Authority
 - Teams cannot be formed through tryouts; tryouts are strictly prohibited.
 - Tryouts are defined as any form of assessment, evaluation, or other method used to determine a participant's skill level or appropriate team placement within INNYFC.
 - All-Star teams or squads are strictly prohibited within INNYFC.
- Criteria for Team Assignment (in priority order)
 - Association boundaries.
 - Prior year team participation.
 - Players' school attendance:

- Same classroom/same jersey.
 - Same elementary school/private school.
 - Same middle school.
 - Same high school.
- Parent request.
- Roster Limits and Overflow Handling
 - 2nd Grade Flag Division:
 - Maximum roster size is 16.
 - Minimum roster size is 11.
 - 4th - 8th Grade Divisions:
 - Maximum roster size is 28 players.
 - Minimum roster size is 14 players.
- Coaches may not refuse a player. If a coach believes it is not in the player's best interest to join their team, the coach must petition the INYFC Board of Directors. The coach must not contact the player or parents directly. The Board's decision is final.

Ball Carrier Weight Limits

- 3rd/4th Grade Division - 110 lbs.
- 5th Grade Division - 120 lbs.
- 6th Grade Division - 130 lbs.

The 2nd Grade Flag Football and 7th/8th Grade Tackle Football divisions do not have weight limits.

Confirmation of Team Strength

- Annual Verification of Teams and Squads:
 - At the June Board of Directors meeting each year, all Association Presidents must complete an annual survey verifying the number of football teams and cheer squads they will field.
- Reporting of Final Counts:
 - After their registration deadlines, Association Presidents must provide accurate team counts to the INYFC President & Scholastics Commissioner.

Certification Processes

Each Association will be granted view-only access to a live, shared Certification Spreadsheet maintained by the INYFC Scholastics Commissioner. This spreadsheet is the official record of each player's status and will be continuously updated with any outstanding requirements.

Important: Athletes are considered ineligible for player or weight certification until all outstanding requirements are completed and their status is marked as "Ready for Certification" in the spreadsheet. This document serves as the final authority and takes precedence over all other rosters or tracking tools.

Player Certification

- Register with the athlete's home association based on school boundaries.
- Complete NSID Certification to verify the athlete's grade and age.
- Submit proof of current school enrollment to confirm eligibility within the appropriate boundary.
- Once all requirements are fulfilled and verified, the athlete will be marked "Ready for Certification" and become eligible for player and weight certification.

Team Certification

- Team Book Requirements
 - Preparation:
 - Use sheet protectors for all documents.
 - ALL information MUST be typed.
 - The only field that may be hand-written is the Jersey #.
 - Player cards must have the game sign-off section removed.
 - Sections:
 - Title Page:
 - Include Association name, Division, Team Name, and contact information for the Head Coach and Team Manager.
 - Section 1: Team Information:
 - USA Football or Cheer Coaching Certificates.
 - CDC Heads Up Certificates for staff.
 - First Aid cards (minimum of two staff members).
 - Field Usage Agreement (if applicable).
 - Medical Alert Form (from INYFC Physical or SportsEngine reports).
 - Section 2: Player Information:
 - Official Player Cards with NSID Player Card affixed.
 - Printed in color (after August 1) with typed information. Jersey numbers may be handwritten.
 - Two different phone numbers and all required signatures.
 - Section 3: Miscellaneous Information:
 - Attendance records showing completed practice hours required for game eligibility.
 - Copies of additional forms
 - MPR/Score Sheets
 - Injury Report Forms
- Player Weigh-In and Ball Carrier Eligibility
 - Certification/Weigh-In Guidelines:
 - Conducted by League board members or designees.
 - Players near the weight limit must weigh in wearing shorts and a T-shirt; others may wear padded pants.
 - Players not meeting weight/age requirements may be reassigned to another team with available roster space.
 - Ball Carrier Certification:
 - Eligible ball carriers receive a helmet sticker and roster notation.
 - Sticker Requirements:

- Non-eligible ball carriers receive a distinct "X" sticker on their helmet and roster.
 - Stickers are applied during certification and verified by INYFC board members.
- Certification Day Guidelines
 - Process:
 - Players must arrive at their assigned time, line up alphabetically, and state their name and jersey number.
 - Only the Head Coach and Team Manager are allowed at the certification table—no parents.
 - Incorrect player cards will result in team removal from the line.
 - Teams causing disruption may be removed and assigned a new certification time.
 - Players missing certification day are ineligible until certified by an INYFC Commissioner.
 - Helmets:
 - Bring helmets for ball carrier stickers and year checks.
 - Post-Certification:
 - Team Books are retained for verification and available for pickup on Jamboree morning.
 - Verified NSID rosters will be available once matched from Certification Spreadsheet to NSID Roster.

Section 5: Competition Guidelines

Divisions of Competition

Each year, the INYFC President will propose a division structure designed to benefit the entire league. The INYFC Board of Directors will then review and vote on assignments to divisions, taking into consideration the previous season's team and/or Association win/loss records.

Game Play Rules

INYFC follows the rules established by the [National Federation of State High School Associations \(NFHS\)](#) and the [Washington Interscholastic Activities Association \(WIAA\)](#).

These high school rules are the foundation of all gameplay.

INYFC adaptations and modifications—outlined in this document—apply only where necessary to support youth safety, development, and league operations.

If a situation arises that is not addressed in this document, NFHS and WIAA rules shall govern.

Ball Sizes

Division:	2 nd Grade	3 rd /4 th Grade	5 th /6 th Grade	7 th /8 th Grade
Wilson	K2	K2	TDJ	TDY
Spaulding	Rookie	Rookie	Junior	Youth
Nike	Peewee	Peewee	Junior	Youth
Under Armor	Peewee	Peewee	Junior	Youth

2nd Grade Division Specific Rules

[\(See INYFC 2nd Grade Flag Football Rules\)](#)

4th Grade Division Specific Rules

- General Gameplay Rules:
 - These rules prioritize player development, safety, and fairness, ensuring that the 4th Grade and Under division remains focused on learning the game.
- Coaches on the Field:
 - Coaches may remain on the field through Week 5 of the season at the League's option.
 - Only one (1) coach per team may be on the field at a time.
 - During kickoffs and punts, no coaches are allowed on the field.
 - Coaches are on the field to assist players with alignment and understanding, not to gain a competitive advantage.
 - Coaches must remain at least 10 yards behind the deepest player.
 - Once both teams are at the line of scrimmage, the coach must remain silent regarding the play (no calling out run, pass, or play direction).
 - Coaches may help position players if needed but may not reposition them after recognizing the offensive set to gain an advantage.
- Defensive Alignments and Restrictions:
 - Defensive linemen may use a two-, three-, or four-point stance but may not line up directly over the center.
 - No lining up in the "A" gaps (players must be heads-up on the guards or further outside).
 - The defense may not initiate contact with the center or "shoot the A gaps."
 - Penalties for Defensive Alignment Violations:
 - First violation: Warning
 - Subsequent violations: 15-yard penalty for unsportsmanlike conduct
- Punts, Field Goals, and Point After Touchdowns (PATs):
 - No rushing is allowed on punts, field goals, or PAT kicks.
 - Once the ball is kicked on a punt, it becomes a live play.
 - When attempting a kicked PAT, the ball must be snapped and placed on the ground or on a square black kicking tee (not on an orange kickoff tee).

All local high school in-game rules apply except where modified above.

Determining League Champions

- Determining League Champions:
 - All regular season league and non-league games count toward determining league championships.
- Playoff Qualification and Structure:
 - Each team that enters the season is required to participate in the playoffs if they qualify.
 - A team may be deemed ineligible for the playoffs if its Head Coach fails to provide any required MPR (Minimum Play Requirement) forms during the regular season.
 - The top four teams in each competitive division qualify for post-season play, and matchups are arranged by division as follows:

- Gold Division: 1 vs. 4 and #2 vs. 3
- Playoff Tie-Breaker Procedure
 - In the event that two teams are tied in the standings and all other tie-breaking procedures have been exhausted, a coin toss will be used to determine playoff seeding.
 - The coin toss will take place the day after INYFC Playoff Day.
 - Location and time will be announced on Playoff Day and shared with all teams involved.
 - If both teams would prefer to play a tie-breaker game instead of relying on a coin toss, the following conditions must be met:
 - Both head coaches must be present at the announced coin toss date, time, and location.
 - Each team must bring \$200 in cash to cover field rental and officiating costs (total of \$400).
 - Both coaches must agree to proceed with the game instead of the coin toss.
 - If either coach does not agree or fails to appear with the required payment, the coin toss will proceed as scheduled.

Playoff & Championship Game Day Operations:

- Referee crews for all 11-man tackle playoff games must consist of at least three referees.
- The higher-seeded team is designated the home team; the lower-seeded team is the Visitor.
- Field and track areas are closed to all spectators. Only coaching staff (with proper badges), rostered participants, MPR/Chain crew, and League officials are permitted on the field or track.
- Competing teams are not allowed to warm up or wait on the field or track area until the previous game has concluded.

Post-Season Participation: All teams should be prepared to travel for games and must participate in the league playoff rounds if they qualify. Any Association/Team that declines to participate in the playoffs will be assessed a \$500.00 fine and will be responsible for all associated field costs (including field rental, referee fees, ticket fees, medical coverage, and facility charges). This \$500 fine must be paid before the next week's games.

Section 6: Practice & Game Day Procedures

Uniform, Equipment & Appearance

Mandatory

- Helmet:
 - Must display the NOCSAE Seal of Certification.
 - Must include a visible NOCSAE-approved warning label on the exterior.
 - Helmets may not be older than 10 years, per manufacturer reconditioning guidelines.
 - Chin straps and faceguards must comply with NFHS or NCAA regulations.
 - Visors must be clear; tinted visors require approval from the League President.
- Shoulder Pads:
 - Must be designed specifically for football (not lacrosse, hockey, etc.).
- Pants:

- Acceptable styles include one-piece pants or shell-style pants.
- Required Padding (must be integrated or attached as a shell):
 - Hip Pads
 - Tail Pads
 - Thigh Guards
 - Knee Pads (must fully cover the kneecap)
- Jerseys:
 - Home Team: Must wear a dark-colored jersey, including shoulders and yoke.
 - Visiting Team: Must wear a light-colored jersey.
 - Numbers:
 - Must be clearly visible, legible, and between 0-99.
 - Front numbers: Minimum 6 inches high
 - Back numbers: Minimum 8 inches high
 - Front numbers must be at least 75% of the height of the back numbers.
 - Numbers must contrast with the jersey color or be outlined with a minimum ¼-inch border.
 - INYFC Logo:
 - All jerseys must display the 2" x 2" INYFC logo on the left chest.
- Mouth Guard:
 - Required for all practices and games. Players may not participate without one.
 - Mouth guards are not required to be attached to helmets.
 - If players do have mouth guards attached, they may have a maximum of one mouth guard attached to their helmet at a time.
- Footwear:
 - Permitted: Sneakers, molded rubber cleats, detachable plastic or rubber cleats.
 - Not Permitted:
 - Metal cleats
 - Specialty kicking shoes
 - Cleats longer than ½ inch

Optional (Must Meet Safety Standards)

- Backplates/Rib protectors
 - Must be covered by a jersey.
- Eyeglasses:
 - Must be made of shatter-resistant safety glass or contact lenses approved for athletic use.
- Additional Protective Gear:
 - Any non-standard protective equipment requires prior league approval.
- Eye Black:
 - Logos and designs are permitted.

Prohibited Items

- Jewelry of any kind is prohibited, except for covered religious or medical medallions.
- Hair Ornaments:
 - Headgear containing knots, beads, or decorative items is not allowed.

Enforcement:

- Players missing the required equipment will be removed from the game until the equipment is repaired, replaced, or added.
- The use of altered equipment will result in player disqualification during a game.

Practice Rules

INYFC Practice, Conditioning, and Contact Rules

- Certification and Eligibility:
 - All players must be NSID and League certified before being allowed to practice.
- Definition of Practice:
 - “Practice” includes any gathering of players or cheer participants, with at least one (1) coach present, where one or more of the following activities occur:
 - Chalk talk/skull session
 - Viewing of fundamentals film
 - Group conditioning
 - Individual skills sessions (QB, receiving, blocking, tackling, kicking, etc.)
 - Group skills sessions
 - Use of dummies and other inanimate contact equipment
 - Play run-throughs without pads (shorts & T-shirt)
 - Play run-throughs with equipment, but without contact
 - Intra-squad scrimmages with full pads and equipment
- Pre-Season Start Date:
 - The INYFC official practice season begins on the League-approved start date, typically in late July, depending on calendar alignment.
 - No official team practices may begin before this date.
 - All pre-season activities, including the required 10 hours of non-padded conditioning and 10 hours of padded practice, must be completed starting from this official date.
 - This start date marks the kickoff of the INYFC playing season for the purpose of tracking certification hours, eligibility, and compliance with league rules.
- Qualified Medical Personnel Requirement:
 - Every practice must be attended by at least one individual holding a Red Cross Community CPR and First Aid Certificate, the P.R.E.P.A.R.E. course certification by the [National Center for Sport Safety](#), or an equivalent qualification.
 - An EMT or volunteer physician (e.g., a participant’s parent) may also fulfill this requirement.
- Practice Time Limits (Before Labor Day):
 - Teams may schedule no more than 10 hours of practice per week (Monday-Sunday) before Labor Day.
 - No more than 2.5 hours of practice may be scheduled on any single day.
- Practice Time Limits (After Labor Day):
 - After Labor Day, practices are limited to 6 hours per week (Monday-Sunday).
 - Practices after the first day of school shall not exceed 2 hours per day.
- Controlled Inter-Squad Scrimmages:
 - After the first week of practice (10 hours) for conditioning, and after the second week of practice (an additional 10 hours) in pads with contact, teams may engage in controlled inter-squad scrimmages with other teams.

- A total of 20 hours of practice (10 hours conditioning + 10 hours contact in pads) is required before inter-squad scrimmages may occur.
- For Divisions 5th-8th grade, teams may scrimmage up or down by one division.
 - Since the 4th Grade Division consists of a mix of 3rd and 4th Graders, they may not scrimmage a team in a different division.
- Coaches may be on the field.
- Extended time-outs between plays allow for instruction and critique.
- Coaching staff may share upcoming plays so one team can focus on offense while the other focuses on defense.
- Officials may be present.
- No score is kept; scoring is not the objective.
- No official game time is kept, except to ensure maximum practice time is not exceeded.
- A 10-minute break is taken after one hour, not counting against allowed practice time.
- Late Additions to a Team:
 - Any player added to the team after formation and/or after the season starts must complete the same 20 hours of conditioning before participating in inter-squad scrimmages or full-contact activities.
- Warm Weather Precautions:
 - Teams must take steps to prevent heat-related illnesses.
 - Do not assign laps for disciplinary reasons in high heat/humidity conditions; limit or eliminate laps entirely.
 - Schedule practices for cooler times of day (e.g., early evening).
 - Provide players with unlimited access to water (no soft drink substitutes).
 - Coaches must monitor all participants for signs of heat exhaustion or fatigue.
 - A mandatory 15-minute break is required in the middle of each practice in hot conditions; this break does not count against practice time.
 - INYFC follows the [WIAA HEAT INDEX POLICY](#).
- Air Quality and Wildfire Smoke Policy:
 - To protect the health and safety of all INYFC participants by monitoring air quality levels and adjusting activities accordingly during periods of wildfire smoke or other air quality concerns, INYFC will utilize the U.S. Environmental Protection Agency's Air Quality Index (AQI) as reported on [AirNow.gov](#) to assess air quality conditions.
 - Activity Guidelines Based on AQI Levels:
 - AQI 0-50 (Good):
 - No restrictions: all activities proceed as scheduled.
 - AQI 51-100 (Moderate):
 - Sensitive individuals (e.g., those with asthma) should be monitored; activities proceed with caution.
 - AQI 101-150 (Unhealthy for Sensitive Groups):
 - Modify activities to reduce intensity and duration; sensitive individuals should limit outdoor exertion.
 - AQI 151-200 (Unhealthy):
 - Cancel or reschedule outdoor practices and games; consider moving activities indoors if air quality is better.
 - AQI 201-300 (Very Unhealthy):
 - Cancel all outdoor activities; move activities indoors only if indoor air quality is acceptable.
 - AQI 301 and above (Hazardous):

- Cancel all activities, both indoor and outdoor, to ensure the safety of all participants.
- Additional Recommendations:
 - Indoor Air Quality:
 - Ensure indoor facilities have proper air filtration systems. If indoor air quality cannot be maintained at safe levels, indoor activities should also be canceled.
 - Communication:
 - Coaches and officials will monitor AQI levels leading up to and during activities. Any changes or cancellations will be communicated promptly to all participants and families.
 - Health Monitoring:
 - All participants should be monitored for signs of respiratory distress. Individuals exhibiting symptoms should cease activity immediately and seek appropriate medical attention.
- Practice and game cancellation decisions are made by Association Presidents in consultation with the INYFC League President.
- Recommended Breaks:
 - A 10-minute break after each hour of practice.
 - Break time does not count against allowed weekly or daily practice hours.
 - Water breaks should be provided as needed and upon request.
- Protective Equipment:
 - At any practice involving person-to-person or person-to-dummy contact, every player must wear full protective equipment.
- Contact Limitations:
 - No full-speed head-on blocking or tackling drills where players line up more than 3 yards apart.
 - Two linemen may face each other across the line of scrimmage.
 - Full-speed drills may occur at an angle, but not straight ahead.
 - Intentional head-to-head contact is forbidden.
 - Before Labor Day:
 - Limit full-speed contact (“Live/Full/Thud”) to a maximum of 30 minutes per day and 120 minutes per week.
 - After Labor Day:
 - Limit full-speed contact (“Live/Full/Thud”) to a maximum of 22 minutes per day and 65 minutes per week.
 - “Live/Full/Thud” contact includes any drill or scrimmage with full-speed engagement or blocking/tackling (e.g., one-on-one blocking, line vs. line full-speed drills, scrimmages).
 - “Thud” contact involves full-speed engagement without a predetermined winner, and no takedown to the ground. Initial contact is as physical as live action but stops short of completing the tackle.

Field Requirements

- Fields must meet safety and standard guidelines, including padded goalposts and marked boundaries.
- Backup fields must be arranged in case of inclement weather or field closure.

Game Day Rules

INYFC Field Setup, Conditions, and Player Check-In Rules

- Hosting Association Responsibilities:
 - The Hosting Association must ensure compliance with these rules.
 - Each home Association is responsible for providing a field for their home games.
 - If the scheduled field is canceled by school officials due to weather or other circumstances, the home Association must provide an alternative field.
 - If no alternative field is provided and the visiting team cannot provide one, the game is scored as a tie.
 - If the home team refuses to relocate the game, the home team receives a loss (1-0) and the visiting team receives a win.
- Field Requirements:
 - All fields must be equipped and marked according to high school standards.
 - The player box is reserved only for players, coaches, and authorized team personnel.
 - Required equipment:
 - Goal post pads
 - Minimum of 4 end zone pylons
 - Yard markers on visitor's sideline
 - First down chains and down markers on the home sideline
 - Chain crew members must be aged 16+ and display appropriate IDs.
- On-Site Personnel:
 - At least three (3) board members from the hosting Association must be present throughout the day.
 - They are responsible for introducing themselves to coaches and referees and conducting check-ins.
 - Minimum safety requirement (if no ambulance or physician on site):
 - One individual associated with the hosting association who is:
 - EMT qualified, OR
 - Certified in Red Cross Community First Aid and safety, OR
 - Certified in the P.R.E.P.A.R.E. course by the National Center for Sports Safety (www.sportssafety.org), or an equivalent course.
- Referees for Non-Competitive Games:
 - The hosting Association is responsible for providing referees as required by league rules.
- Referee Authority to Remove Players
 - Referees have the authority to remove any player from a game at their sole discretion for safety reasons, including suspected injury or behavioral concerns.
 - Their decision is final and not subject to protest or appeal. This includes but is not limited to suspected head injuries, excessive unsportsmanlike behavior, or visible signs of distress.
 - The priority is always the health and safety of the participants.
- General Check-In Procedures:
 - Applies to all football divisions.
 - All team check-ins must be completed no later than 15 minutes prior to game time and may begin no sooner than 90 minutes before game time.

- If a player arrives late, they may still check in and be eligible to play only if they arrive during the first quarter of the game.
- Once the second quarter begins, any player who has not checked in is no longer eligible to participate in the game.
- Check-ins are conducted by one Association board member and one representative (e.g., team manager) from the opposing team.
 - If an Association Board Member is not available, team managers from each team can swap books to check in the other team.
- Team managers must provide the MPR (Minimum Play Requirement) Sheet (Divisions 4th, 5th & 6th) or Check-in & Game Report Form (Divisions 7th & 8th) at the check-in table.
- Players line up in alphabetical order as listed in the Team Book.
 - For 4th-6th grade divisions, helmets must be removed and held in the player's hand during check-in so that officials can verify the presence of the required X-Man (Non-Ball Carrier) sticker, if applicable.
 - 7th and 8th grade divisions are not required to bring helmets to the check-in table.
- Each player states their name and jersey number.
- Eligible players must have:
 - INYFC Certified stamp & ball carrier sticker on their NSID card (if required by division).
 - League signature on their player card.
 - 7th and 8th grade divisions do not have a sticker.
 - Cheer uses a Cheer sticker in the top right corner of the player card.
- Any player with a red "INYFC NON-BALL CARRIER" sticker must show the X-Man sticker on the back of their helmet.
- All jewelry must be removed.
- The official doing the check-in writes the following on EACH player card:
 - Game Date
 - Check-in person's signature
 - "C" (Checked-In) or "DNC" (Did Not Check-In)
- Every player on the team needs something recorded for that game line.
- If a player does not check-in the card must be marked DNC for that week.
- The official must match all checked-in players to the MPR form and cross out any players who are not playing or not checked-in.
- Player Card Game Week Tracking:
 - Player cards have 8 spots for the regular season games.
 - Do not skip weeks.
 - Record data for each team game in order (Game 1, Game 2, etc.), not by the league's overall week count.
- MPR (Minimum Play Requirements):
 - 4th-6th grade divisions require a minimum of 8 plays per player.
 - After the game, note the score and have the opposing coach sign the MPR sheet.
 - To ensure accuracy, bring the MPR sheet on the field to shake hands and get the coach's signature immediately.
- Scoring and Reporting Results:
 - Email the final score to marketing@inpwl.org within one hour after the game.
 - Include team name, division, and opponent in the email.

No-Show or Forfeit

If a team fails to show or be present for a game at the pre-scheduled time and without prior discussion & approval from the league board level, that team will immediately forfeit their participation in the upcoming playoff/postseason play.

Electronic Communication Device Rules

While recognizing that cell phones and other communication devices are common on the sidelines for legitimate reasons—such as contacting parents or capturing photos—the use of any electronic device to relay strategic information (e.g., play calls, coverage reads, or coaching instructions) during live gameplay is strictly prohibited.

- This includes, but is not limited to:
 - Radios (including helmet radios)
 - Walkie-talkies
 - Bluetooth earpieces
 - Cell phones (when used to communicate coaching information in real time)
- Violations of this policy will result in the immediate ejection of the offending coach or team staff member and may include additional disciplinary review by the League.

Note: Use of phones by team photographers or for non-strategic purposes (e.g., contacting parents, emergencies, score reporting) is permitted, but any suspicion of sideline communication misuse may be investigated.

Time Periods

The referee has final authority to have the clock kept on the field if, in their judgment, the home team's clock operator is not qualified or reliable. If the field lacks a scoreboard timing device, the referee shall determine where the official game clock is kept.

- Length of Periods
 - 4th Grade and Above - 10-minute quarters
- Intermission Length
 - Between 1st and 2nd; 3rd and 4th quarters - 1-minute
 - Intermission between 2nd and 3rd quarters - 10-minutes
- Time Outs
 - A team's number of permitted time-outs shall not exceed the limits established by the current National Federation of State High School Associations (NFHS) or NCAA rule book, depending on which governing body's rules apply to the state or region in question.

Scoring Values

- Touchdown - 6 points
- Point After Touchdown (Run or Pass) - 1 point

- Point After Touchdown (Kick) - 2 points
- Safety (awarded to opponent) - 2 points
- Field Goal - 3 points
- Forfeit (offended team's score) - 1-0

Score Differentials (Lopsided Rule)

Lopsided (35+ Point) Score Rules

- Score Differential Trigger:
 - Once a team leads by 35 points or more, the “Lopsided Score Procedures” immediately go into effect and remain in effect for the rest of the game, regardless of any subsequent scoring.
- Running Clock:
 - The clock converts to a running clock format.
 - The clock will only stop for player injuries or at the referee's discretion.
 - Once implemented, the running clock does not revert to normal timing rules for the remainder of the game.
- Defensive Restrictions:
 - No blitzing is allowed by either team once the lopsided score rule is in effect.
 - A maximum of 7 defensive players are allowed in the tackle box.
- Kickoff Restrictions:
 - No on-side kicks (intentional or unintentional) are allowed.
 - An on-side kick is defined as a kick traveling more than 10 yards that is recovered by the kicking team.
 - If an on-side kick occurs, possession will be awarded to the receiving team at the spot of recovery.
- Turnover Restrictions:
 - The leading (winning) defense cannot advance fumbles or interceptions.
 - The ball becomes dead immediately at the point of recovery, and the winning team takes possession from that spot.
- Personnel Adjustments & Game Integrity:
 - When a team gains a significant lead, the Head Coach is expected to make every reasonable effort to substitute starting players with reserves to prevent excessive scoring.
 - While maintaining player participation and competitive effort is important, coaches must avoid intentionally running up the score once lopsided score procedures are in effect. Coaches are not permitted to instruct players to minimize gameplay in ways that compromise the integrity of the game (e.g., repeated kneeling or intentionally failing plays).
 - Instead, teams should continue to run basic, sportsmanlike plays using their full roster.
 - If it is determined that a Head Coach made no reasonable effort to slow the pace of scoring or substitute players appropriately, the league may initiate a review, which could result in disciplinary action, including suspension.
- Active Play Requirement:
 - Coaches must not employ plays intended to minimize the action or integrity of the game.
 - The Mandatory Play Rule (MPR) still applies.
- Further Scoring While Lopsided Rules Apply:

- If the winning team scores again after the lopsided procedures are in effect (before the opposing team reduces the margin below 35 points), it may be considered a violation.
- Such a violation can result in the Head Coach's suspension for a minimum of one week from all team contact, participation, and any INYFC events or activities, including the next scheduled game.
- Reporting Requirements:
 - Both Head Coaches and the Association Board Member present at the game must submit an explanation report to the League Football Commissioner no later than 5:00 PM on the Monday following the game.
 - The report must detail the score at the time the running clock started.
 - The report must also explain what methods were used to prevent the lopsided score from occurring or increasing.
 - If these reports are not submitted by the deadline, the offending Head Coach will be suspended for that week and the next game.
- Complaints from the Losing Side:
 - If the losing coach or their Association does not submit a complaint/report by the Monday 5:00 PM deadline, the incident may be disregarded unless the point spread ends 35 points or higher.
 - However, if the point spread was 35 or higher, the League may still investigate regardless of a submitted complaint.
- Investigation Process:
 - A score differential of 35 points or more at the end of the game may prompt an investigation.
 - The League Football Commissioner will appoint an investigator.
 - Initial steps involve reviewing written statements from both Head Coaches and the attending Association Board Member.
 - The investigator may contact both Head Coaches to determine what efforts were made to limit the score.
 - If statements agree that the situation simply resulted in a lopsided score, the matter is closed.
 - If statements conflict, the League will conduct a full investigation, requiring written answers from Head Coaches and Assistant Coaches to a series of questions regarding cause, potential animosity, prior incidents, and steps taken to prevent scoring inflation.
- Hearing and Use of Evidence:
 - Based on the responses, the League decides whether to hold a Hearing.
 - Written answers cannot be used in a Hearing unless introduced by a witness during the Hearing.

Mandatory Play Rules (MPR) & Game Flow Compliance

Play Tracking Requirements

To ensure equal opportunity and development for all athletes, the INYFC enforces a Minimum Play Requirement (MPR) for each eligible participant for Divisions 4th, 5th and 6th:

- MPR Minimums by Division
 - 4th, 5th & 6th Grade: 8 plays per eligible player
 - 7th & 8th Grade: No MPR required

- Definition of a Valid Play
 - Any live game play (offense, defense, or special teams)
 - Does NOT include: Plays negated by penalties such as false starts, offsides, or encroachment
- Timing of Plays
 - MPR plays must be completed by the end of the 3rd quarter
 - If not completed, the player must start the 4th quarter and remain in the game until they meet their requirement
- Late Play Completion Rule
 - A player not meeting their MPR in one game must:
 - Start the next game
 - Receive double the required plays in that game

Game Flow Enforcement & On-Field Protocols

- On-Field MPR Monitoring
 - Each team must designate an MPR Monitor (preferably two: one tracker, one spotter)
 - MPR Monitors are responsible for:
 - Tracking plays using league-approved forms
 - Matching plays to jersey numbers in real time
 - Conducting a 2-minute review with coaches between 3rd and 4th quarters
- MPR Form Guidelines
 - Use slashes (/) and backslashes (\) only – no check marks
 - Each completed form must include:
 - Game date
 - Final score
 - Signatures of both team representatives
- Ineligible Players
 - Any player removed for injury may not re-enter the game
 - Any player not checked in or marked “DNC” (Did Not Check-In) is ineligible

Penalties, Appeals & Compliance Enforcement

- Failure to Meet MPR
 - If any player does not meet their play minimum:
 - The team automatically forfeits the game
 - The player must receive double MPR in the following game
- Disputes
 - The MPR Monitor’s official record is final
 - If a Head Coach refuses to follow the monitor’s record:
 - Immediate game forfeit
 - Head Coach is suspended immediately
- Appeal Process
 - A Head Coach may appeal a forfeit by submitting video evidence showing the player met MPR
 - If confirmed, the suspension and forfeit may be reversed by League review
- Head Coach Accountability
 - The Head Coach is ultimately responsible for:

- Ensuring players meet MPR
- Verifying completed forms are filed in the team book
- Submitting signed MPR forms after each game
- Failure to comply may result in disciplinary action, including game forfeitures and coach suspension.

Section 7: Miscellaneous Provisions

No Dogs or Pets Permitted at INYFC Events

For the safety of all participants, spectators, and staff, dogs and other pets are not permitted at any INYFC event, including games, practices, or certification days—regardless of the rules of the facility or field location.

Although some fields may typically allow pets, INYFC rents these facilities and assumes full liability during our rental period. As such, INYFC policies take precedence over general park or field rules during our events.

This rule is in place not only for liability reasons, but also out of consideration for the safety and comfort of children who may be fearful of dogs or have allergies.

Key Notes:

- This applies to all sidelines, bleacher areas, walkways, and adjacent field spaces during INYFC events.
- Only service animals, as defined by the ADA, are allowed. Emotional support animals do not qualify.
- Individuals with pets will be asked to remove them from the premises immediately. Failure to comply may result in ejection from the event and/or further disciplinary action.

We appreciate everyone's cooperation in maintaining a safe and distraction-free environment for our athletes and families.

Team Fundraising

- Fundraising Events Held Outside of Association Boundaries:
 - If a team or Association plans a fundraising event within another Association's boundary, they must seek and obtain approval from that Association.

Spectator and Volunteer Guidelines

- Prohibited items include air horns and megaphones.

Scouting

- Permitted Scouting Methods:

- Scouting of football teams is allowed through the following methods:
 - Video tape
 - Film
 - Written reports
- Scouting Restrictions:
 - Scouting is strictly limited to game situations.
 - Scouting of any type of practice is strictly prohibited.
- Pre-Season Games and Scrimmages:
 - Scouting is permitted during pre-season games and scrimmages that include:
 - Official referees on the field
 - No coaches are present on the field
 - Scrimmages where coaches are present on the field are not permitted to be scouted.
- Use of Technology:
 - The use of drones and unmanned aircraft for scouting purposes during practices and games is strictly prohibited.

Restriction Against Dual Membership

- Membership Restrictions:
 - No League or member association holding an INNYFC charter may enter any of its teams into membership in any other youth football or cheerleading program.
 - No adult volunteer may serve on the board of another League or member Association while concurrently serving on the board of another youth football or cheerleading organization.
- Violations:
 - Any individual, League, or member Association found in violation of this rule shall be subject to immediate dismissal from the INNYFC.

Camp Guidelines

- Mandatory Attendance Prohibition:
 - No INNYFC organization or personnel may require or mandate that an Inland Northwest Youth football or cheer team, in part or in whole, attend a football or cheer camp.
 - There shall be no exceptions to this rule.
- Voluntary Attendance Conditions:
 - An Inland Northwest Youth football or cheer team, in part or in whole, may choose to attend a camp under the following conditions:
 - Attendance is not made mandatory by the coach or other team-affiliated personnel.
 - The camp provides an accident insurance plan for all participants as part of its services.
 - All football camps must be completed by July 15.
 - Any camps or strength conditioning programs must be announced to the league, including dates, times, and locations.
- Endorsement and Sponsorship Restrictions:

- No camp, whether for players or cheer participants, shall be endorsed or sponsored by any League, Association, or Team that does not provide an accident insurance plan for camp participants as part of its services.

INYFC Bylaws

League Structure and Responsibilities

INYFC is composed of individual Associations and Teams. Each Association operates under its own By-laws, Articles of Incorporation, and Standard Operating Procedures, and elects its own officers. One of these officers—typically the Association President—serves on the INYFC Board of Directors. The INYFC operates through elected officers, association presidents, and committees.

Associations

Establishment of Associations

- One area per year may be granted the status of an Association within the INYFC League.
- Association boundaries shall follow existing high school district boundaries.
- In cases involving homeschooling or private schooling, INYFC determines the participant's area of play.
- All participants must be certified according to INYFC Certification Procedures.

Association Boundaries

Spokane Youth Football and Cheer

- Spokane Public Schools
- Cheney School District
- Medical Lake School District
- Reardan-Edwall School District
- Davenport School District
- Lind-Ritzville Cooperative Schools

Spokane Valley Youth Football and Cheer

- Central Valley School District
- West Valley School District
- East Valley School District
- Freeman School District

Mead/Mt. Spokane Youth Football and Cheer

- Mead School District
- Nine Mile Falls School District
- Deer Park School District

North East Washington Youth Football and Cheer

- Newport School District
- Riverside School District

- Loon Lake School District
- Cusick School District
- Mary Walker School District
- Chewelah School District
- Valley School District
- Kettle Falls School District
- Colville School District

Central Cascade Youth Football and Cheer

- Wenatchee School District
- Moses Lake School District
- Eastmont School District

Annual General Meeting and Elections

- Each Association shall hold a general assembly meeting, including elections, prior to January 15 each year.
- Each Association must maintain a minimum set of officers: President, Vice President, Secretary, Treasurer, Football Commissioner, Cheer Commissioner, and Scholastics Commissioner.
- Each Association must provide their business license to the League Treasurer once per year.
- Each Association holds one seat on the INYFC Board of Directors, filled by the Association President or a designated representative.

Association Bylaws/Standard Operating Procedures (SOPs)

- Associations must submit their By-laws/SOPs by March 15 each year for INYFC approval.
- Proposed changes to By-laws or SOPs must be submitted before March 15 for INYFC approval.
- Association By-laws/SOPs may not conflict with INYFC Rules unless they implement stricter standards.
- Association teams will only be certified after the INYFC confirms receipt and acceptance of current By-laws/SOPs.

Association Fees

- Fully approved Associations are responsible for registering their participants and paying all associated INYFC fees.
- Fees shall be determined on a per-participant basis, set no later than the League's annual meeting (January).
- Competitive division player fees = (Total league-wide insurance + referees for regular season games) ÷ (total league-wide players in competitive divisions) + League Player Fee + NSID cost.
- 2nd Grade and under division player fees = (Total league-wide insurance for noncompetitive divisions) ÷ (total league-wide players in noncompetitive divisions) + League Player Fee + Regional Player Fee + National Player Fee + NSID cost.
- Cheer participant fees = (Total league-wide insurance for cheer) ÷ (total league-wide cheer participants) + League Player Fee + Regional Player Fee + National Player Fee + NSID cost.

- Player fee payment is due to the League no later than July 15.
- Failure to pay fees by the deadline means the delinquent Association's teams cannot participate in games until payment is made. Missed games are forfeited and not rescheduled.
- If a payment plan is arranged with the League Treasurer, full payment must be made no later than the last regular season game or the Association's teams are ineligible for postseason play.

Association Financials

- Each Association undergoes two financial audits per year: June 30 and December 31.
- The League Treasurer performs the audits.
- The League provides its finances to the Board of Directors and Associations twice a year.
- Associations may arrange a written payment plan with the League Treasurer if necessary.

Association Meetings

- Each Association must hold at least ten (10) monthly Board of Directors meetings per year.
- Each Association must post its monthly meeting minutes on its website.
- The INYFC President may request the most recent Association Board meeting minutes; failure to comply results in loss of voting rights until the request is fulfilled.

Admission of Prospective Association

These rules establish the requirements for consideration of prospective Associations seeking admission to the INYFC, including deadlines for submitting necessary documentation, fees, and bonds.

- Intent to Participate and Initial Fee
 - Any prospective Association must submit a written "Intent to Participate" and a nonrefundable \$500.00 check to the INYFC President by mail, overnight delivery, or in person.
 - If the prospective Association seeks admission for the current season, the "Intent to Participate" must be received prior to February 15.
 - Failure to meet this deadline disqualifies the prospective Association from consideration for the current season, unless prior approval is granted by a majority vote of the INYFC Board of Directors.
- Initial Acceptance and Prospective Association Packet
 - Upon receiving the "Intent to Participate" and the \$500.00 fee, the INYFC President will notify the prospective Association of initial acceptance.
 - Within five (5) business days, the INYFC President will send the "Prospective Association Packet" to the named individual and address provided.
- Submission of Required Documents
 - The prospective Association must submit all required documentation by February 15 of the following year for entry into the next season.
 - Failure to submit complete and accurate documentation by this deadline will result in denial of admission.
- Required Documentation
 - Corporate Documentation:

- Articles of Incorporation or proof of submission to the State of Washington's Secretary of State
- Association By-laws and Standard Operating Procedures
- Taxpayer Identification Number or proof of submission
- Corporate, Professional, Municipal, or Community affiliations of the prospective Association
- Corporate Structure/Chain of Command, including a complete list of Corporate Officers (minimum of seven (7) volunteers), with names, addresses, phone numbers, and email addresses
- INYFC-approved background checks for all officers
- Five-Year Plan:
 - A written five-year plan outlining development, growth, and sustainability
- Requested Boundaries:
 - Maps of the city or prospective area
 - Written description supporting the requested boundaries
- Facilities:
 - Identification of permanent physical address and mailing address
 - Identification of game and practice fields (name, address, contact person)
 - Letter of authorization or working agreement for facility use on official municipal or school district letterhead, indicating dates, hours, and conditions of use, including inclement weather guarantees and rental fees
 - Details on fields, locker rooms, restrooms, scoreboards, PA systems, snack bars, and other facilities
 - Storage facilities and equipment (blocking/tackling sleds, mats, etc.)
 - Documentation of custodial fees and responsibilities
 - Physical site inspection(s) and conference with municipal or school district administrators, Athletic Director or Head Coaches, Custodial Representative, Association Principal Officer or designee, and a League Executive or committee member
- Census and Impact Analysis:
 - City or prospective area population, total area population, and number of boys and girls ages 5-15
 - Documented economic history of the area
 - Documented "Need of Service"
 - Identification of neighboring Associations and any affiliations
 - Statements regarding the positive/negative impact on both the prospective Association and neighboring Associations
- Financial Plan:
- Current/previous year's budget and upcoming year's proposed budget
 - Identification of income sources (registration fees, sponsorships, donations, grants)
 - Itemization of expenditures (equipment, uniforms, rent, utilities, office supplies, fees for National, Regional, League, referees, assignors/schedulers, wages, medical staff)
 - Insurance costs (Liability, Medical, Director and Officer, Equipment)
 - Other expenses as applicable
 - Payment of all required fees and posting of any bonds
- Presentation to the INYFC Board of Directors
 - After submission, the prospective Association's complete packet will be reviewed by the INYFC Board of Directors.
 - The prospective Association's President must attend the Board meeting at which the admission vote occurs to answer questions.

- Admission is contingent upon Board approval following a thorough review of all submitted documentation and adherence to the rules.

INYFC Board of Directors

The Board consists of the following elected officers:

- President
- Vice President
- Scholastic Commissioner
- Football Commissioner
- Cheer Commissioner
- Treasurer
- Secretary
- Coaching Director
- Marketing and Development Director

The President oversees daily operations, adhering to INYFC's Rules, and ensures fulfillment of INYFC objectives with support from elected officers and appointed staff. With the support of the elected officers and appointed staff, the President is authorized to take all necessary steps to fulfill the INYFC's objectives.

Email Motions and Voting

- Rules for Submitting and Voting on Email Motions
 - Initiating an Email Motion:
 - When an INYFC Board Member wishes to propose a motion by email, they must send the motion and all relevant information to the INYFC Board Secretary.
- Distribution of the Motion:
 - The INYFC Secretary shall send the motion via email to all INYFC Board Members (voting and non-voting).
 - The email subject line must clearly state the motion.
 - The email body must begin with the clearly stated, highlighted motion, followed by the name of the Board Member making the motion and any supporting information.
- Discussion and Voting Period:
 - Unless a specific time restriction is set, an email motion remains open for five business days or until it is passed or failed.
 - If, after five business days, the motion does not have enough votes to pass or fail, it is considered stalled and must be placed on the agenda for the next INYFC Board meeting.
 - Passing or Failing a Motion:
 - A motion passes or fails when a clear majority (two-thirds of the voting Board Members) votes in favor or against.
 - Voting must follow the guidelines established in the INYFC.
 - Secretary's Responsibilities:
 - The INYFC Secretary must keep all Board Members informed about the voting status, including who made the motion, who seconded it, and who has voted for or against it.

- The Secretary must send an email declaring whether the motion has passed, failed, or stalled.
- Reply Requirements:
 - All INYFC Board Members must use “Reply All” when responding to the motion, whether discussing it or submitting a vote, ensuring full transparency and awareness among members.
- Email Monitoring:
 - All INYFC Board Members are responsible for regularly checking their INYFC email accounts to ensure timely participation in discussions and votes.
 - The use of email motions and voting is intended to address issues promptly, without consuming additional time during Board meetings, and to handle urgent matters that arise between meetings.
- Documentation of Passed Motions:
 - If a motion is passed via email, the INYFC Secretary must record the motion and voting details in the minutes of the next Board meeting, ensuring the official records accurately reflect the decision.

Amendments and Elections

- League Rules can be amended via a two-thirds Board vote.
- Elections are conducted annually for staggered officer terms to ensure continuity.

Communication

- When formal inquiries about rules or regulations arise, Association or Team members should first seek assistance from their local Association or Team representative. If concerns persist after consulting the local representative, the individual may then reach out directly to the INYFC League for further guidance.

Event Administration

- Event Management and Responsibilities
 - All League events are organized and administered by the INYFC Board of Directors.
 - Hosting Associations, under guidance from the League Executive Board, are responsible for organizing each League event and assigning volunteers as needed.
- Event Submission and Approval
 - Hosting Associations must provide event details (including facility, concessions, entry fees, overall event plan, etc.) to the League Executive Board at least 60 days prior to the event.
 - The League Executive Board will review and approve event details.
 - The League Executive Board has the final determination on whether the chosen facility is sufficient for the League event.
- Costs and Financial Responsibility
 - Hosting Associations are responsible for all event-related costs.
 - Except for field/gym costs, officials/judges, and awards.
 - Gate and/or door fees may be charged to offset event costs (fields, gyms, janitorial fees, cheer mats, DJ, etc.).

- The INYFC Board of Directors sets the entry fees and collects all entry fee revenue.
- If a Hosting Association chooses not to collect an entry fee, it is still responsible for all event costs, as outlined above.
- Entry Fee Guidelines
 - Children 17 and under are not charged an entry fee.
 - INYFC participants wearing the current INYFC uniform are not charged an entry fee.
 - Properly badged volunteers, including League Board Members, Association Board Members, and Coaches, are not charged an entry fee.
- Concessions and Fundraisers
 - Hosting Associations keep all proceeds from concessions and fan gear sales and are responsible for related costs.
 - The Hosting Association may organize fundraisers during the event, subject to League approval.
- Event Rotation
 - The INYFC League organizes several official League events each season, including:
 - Certification Day
 - Jamboree
 - Playoff Games - Field 1
 - Playoff Games - Field 2
 - Championship Games
 - Cheer Palooza
 - While Certification Day and Jamboree are official League events, they are not included in the Association event hosting rotation. These events are coordinated by the League and not assigned to individual Associations for hosting.
 - The following four events are part of the annual Association event rotation:
 - Playoff Games - Field 1
 - Playoff Games - Field 2
 - Championship Games
 - Cheer Palooza
 - Hosting rights for these events rotate annually among participating Associations, following a schedule set forth by the League.
 - Due to there being only four rotating events, one Association each year will not be assigned a League-hosted event. The rotation ensures fairness over multiple seasons.
 - If an Association is scheduled to host and declines, or if two Associations wish to trade event responsibilities in a given season, they may do so with League approval and without impacting their standing in future rotations.
 - For the events in the rotation:
 - The hosting Association may operate concessions and/or bring in vendors and keeps all revenue from those they organize.
 - The League covers field rental and event space costs.
 - Gate or entry fees collected at these events will be retained by the League.
- Venue Requirements for Pre/Post Season League Events
 - For Football Events:
 - The field must be artificial turf or properly maintained grass deemed suitable by the League, considering time of year and weather.
 - The field and facility must be arranged to allow for entry fee collection.
 - Required equipment includes: goal post pads, a minimum of four end zone pylons, yard markers on the visitor's sideline, first-down chains, and a down marker.

- Suitable concessions and bathroom facilities must be provided.
- An electronic scoreboard displaying game time and score is recommended.
- Equipment for an announcer is recommended.
- Adequate parking for the anticipated crowd size is required.
- A suitable barrier between fans and the field must be in place.
- For Cheer Events:
 - The facility must be large enough to accommodate the expected crowd.
 - The facility must be arranged to allow for entry fee collection.
 - Required equipment includes: a full-size competition mat, a full-size warm-up mat, a designated check-in area, a judge's area and table, and a DJ area.
 - Suitable concessions and bathroom facilities must be provided.
 - The facility must have equipment for an announcer.
 - Bleachers on at least one side (preferably two sides) of the performance area are required.
 - Adequate parking for the anticipated crowd size is required.