

★★★2018-2019 Regional Assessment Program Application★★★

Please forward the completed application to your Area Director by July 1, 2019



REGIONAL ASSESSMENT / AREA ASSESSMENT

Section: 11 Area: L Region: 85

Check one: ☐ Pilot Region ☒ Chartered Region

Regional Commissioner: Tim VanWoerkom

Year first appointed: 2016

Communities served (Print the city names **and state** or geographic zone to be included on the Certificate i.e. So. California):
Lake Forest, Baker Ranch, Foothill Ranch, Portola Hills, Trabuco Canyon - California

Average per player fee: ~\$150 Number of Players: ~1,400

Past Regional Assessment Program Awards: ☒ Platinum ☐ Gold ☐ Silver ☐ Bronze ☐ None

Currently applying for (Choose one): ☒ Platinum ☐ Gold ☐ Silver ☐ Bronze

The Regional Board Members listed below have examined this application and its attachments and to the best of their knowledge, this document accurately represents the status of the Region

Required Signatures	Position:	Printed Name:	Signature:	Date:
	Regional Commissioner	Tim VanWoerkom	<i>Tim VanWoerkom</i>	2-11-19
	Regional Registrar	Russ Roth	<i>Russ Roth</i>	2-11-19
	Regional Treasurer	Cathy Maly	<i>Cathy Maly</i>	2-11-19
	Regional Safety Director	Barbara McCullough	<i>Barbara McCullough</i>	3-4-19
	Regional CVPA	Ed McCullough	<i>Ed McCullough</i>	2-11-19
	Regional Coach Administrator	Peter Nash	<i>Peter Nash</i>	3-3-19
	Regional Referee Administrator	Craig Cronin	<i>Craig Cronin</i>	3/4/19

This Section to be completed by the Area Director and Section Director

Approved Award Level: ☐ Platinum ☐ Gold ☐ Silver ☐ Bronze ☐ Honorable Mention

Area Director Signature: _____ Date: _____

Area Director verified accuracy of RAP ☐ Comments: _____

Area Director, please forward RAP to the Section Director by August 1, 2019

Section Director Signature: _____ Date: _____

Comments: _____

Section Director, please forward the approved RAP to the National Office by September 1, 2019



Regional Assessment Program (RAP)

Point Methodology and Award Level Grading

Assessment Program Point Value Methodology

	Degree of Difficulty	Importance	Total Point Value possible
All items = 1 pt.	Labor intensive = 1 pt. additional	Must do = 2 pts Should do = 1 pt.	4
All Training courses = 1 pts	Labor intensive = 1 pt. additional	Must do = 2 pts Should do = 1 pt.	4

Earned Points:

Administration Category	pg. 5	Points Earned: <u>1090</u> / 115
Coach Category	pg. 8	Points Earned: <u>590</u> / 65
Referee Category	pg.10	Points Earned: <u>590</u> / 65
Finance Category	pg.11	Points Earned: <u>280</u> / 35
Secondary/Community Category	pg.12	Points Earned: <u>340</u> / 35

Total Points Earned: 2890 / 315

Plus Bonus Points: 60 / 6

Total Points:

2950

Grading Scale

284 – 315 points	Platinum Level	90% - 100%
252 – 283 points	Gold Level	80% - 89%
221 – 251 points	Silver Level	70% - 79%
189 – 220 points	Bronze Level	60% - 69%



Regional Assessment Program

Administration

		Total Points Available	Region Points	AD/SD Use Only
1	Regional Commissioner or delegate attended at least one Area meeting or Area conference call that was offered during the past year. Date: <u>1-24-2019</u> (Regional Commissioner job description).	2	2	
2	All required Regional Board positions, as listed below, were filled and each member received discipline specific training: (Bylaws Section 1.04; Standard Regional Policies and Protocols Article 6.A.2, Safe Haven 9.1) 1 point for each position filled, 2 points for each position trained <input checked="" type="checkbox"/> RC Training at AYSOU Cert. date <u>5/2018</u> <input checked="" type="checkbox"/> Reg. Referee Admin. Cert. date <u>7/2016</u> <input checked="" type="checkbox"/> Reg. Treasurer Cert. date <u>2/2009</u> <input checked="" type="checkbox"/> Reg. Coach Admin. Cert. date <u>5/2007</u> <input checked="" type="checkbox"/> Reg. Safety Director Cert. date <u>4/2005</u> <input checked="" type="checkbox"/> Reg. Registrar Cert. date <u>3/2011</u> <input checked="" type="checkbox"/> Reg. Child and Volunteer Protection Advocate Cert. date <u>4/2011</u>	21	21	
3	Regional Commissioner completed: (Regional Commissioner position description) (Check all that apply) <input checked="" type="checkbox"/> RC and Board Orientation by AD Cert. date <u>12/15</u> 3 points <input checked="" type="checkbox"/> Introductory Management/Regional Management Cert. date <u>1/13</u> 3 points <input checked="" type="checkbox"/> Dispute Resolution and Due Process/Dispute Resolution prior to 2014 Cert. date <u>2/13</u> 3 points	9	9	
4	AYSO philosophies were publicized and promoted in the community. (Bylaws Section 1.04.) List examples: <u>4th of July Parade, website, coach/Referee meetings</u>	2	2	
5	All Regional Board Volunteers have AYSO's Safe Haven® Certification. 3 points Regional Board Volunteers (beyond #2 above) have attended discipline specific training. 1-3 points available 50-75% = 1 point 75-95% = 2 points 95% and above = 3 points (Standard Regional Policies and Protocols Article 4.D)	6	4	
6	All Regional Board Volunteers have received the most current Safe Haven® approved job descriptions. (Standard Regional Policies and Protocols Article 4.D)	1	1	
7	Standard Regional Policies and Protocols and/or any customized Regional Addendums were reviewed/updated/adopted, signed by RC, AD and SD, and submitted to the National Office and made available to the entire Region and/or were distributed upon request. Date Submitted <u>8-2017</u>	3	3	
8	Region had Board Member nominations (open to everyone) and elections this year (or as appropriate). (Standard Regional Policies and Protocols Article 4.B)	1	1	
9	Region has nominations for Regional Commissioner at least every three years and nominations are open to all who are interested in accordance with the process stated in the Policies and Protocols. (Standard Regional Policies and Protocols Article 4.B)	1	1	
10	All administrators and coaches are volunteers - none are paid. (National Policy Statement 2.5) If the Region pays any Independent Contractors for services, an AYSO template contract has been properly executed by the National Executive Director and signed and the "1099 Program" is being followed.	1	1	

11	All volunteers registered, eSigned in AYSO's system of record and were processed by the Region prior to the volunteer starting their position. (Bylaw Section 1.04 (c); National Policy Statement 3.7) # of coaches <u>298</u> # of referees <u>173</u> # other volunteers <u>207</u> (3 points per category)	9	<u>9</u>	
12	Regional Information Form (RIF) updated in in AYSO's system of record upon any changes to the Regional Board. (Regional Commissioner position description; Treasurer Manual)	3	<u>3</u>	
13	Region publicized registration dates and made every effort to accommodate all players interested in registering. Describe: <u>website, Direct mail, banners, email</u>	3	<u>3</u>	
14	All players are registered, eSigned in AYSO's system of record. (Policy Statements Article 3.7)	3	<u>3</u>	
15	Region abides by all AYSO Rules & Regulations, Bylaws and Policy Statements. (Bylaws 1.04(a); Standard Regional Policies and Protocols Article 4.A.)	2	<u>2</u>	
16	Regional Board meetings and agendas were publicized and open to all the Region's participants prior to the meetings. (Standard Regional Policies and Protocols Article 6.C.) Describe: <u>website, calendar, email</u>	1	<u>1</u>	
17	Regional Board meeting minutes are prepared, kept available for review. (Standard Regional Policies and Protocols Article 6.C.) (Check all that apply - points earned for any) <input checked="" type="checkbox"/> Distributed to Area Director <input checked="" type="checkbox"/> Available to the Region's participants upon request	1	<u>1</u>	
18	Region provides uniforms in keeping with AYSO Rules & Regulations.	2	<u>2</u>	
19	AYSO trademarks are used properly. (Policy Statements Article 1.1)	1	<u>1</u>	
20	The Soccer Accident Insurance Program (SAI) was administered in a manner consistent with current procedures. (Bylaw Section 1.04 (o)) <ul style="list-style-type: none"> Secures necessary permits and where required, certificates of liability for all practice and playing fields. SAI brochures are provided to all parents/guardians upon registration and/or posted online. All preliminary and final Soccer Accident Insurance (SAI) claim forms were submitted to AYSO's insurance carrier within 90 days of injury as necessary. (Bylaw 1.04(o)) <input type="checkbox"/> None Reported 	1	<u>1</u>	
21	Goals are properly anchored, safety stickers in place; nets are secured and safely fastened. Explain how goal post safety is covered with every volunteer and player. (Policy Statement 2.10) <u>coach meeting, website, email, coach handbook</u>	3	<u>3</u>	
22	Procedures for team formation and balancing were publicized and followed. (Bylaw Section 1.04(d); Standard Regional Policies and Protocols Article 7.B.2.))	1	<u>1</u>	
23	Region implemented the Kids Zone® program to promote a fun, fair, safe soccer environment.	3	<u>3</u>	
24	Procedures are established and published for utilizing a waiting list.	1	<u>1</u>	

25	Regional calendar is established and distributed before the start of the season.	3	3	
26	Region has a volunteer recruitment program in place. Describe: <u>volunteer tent at fields on weekends, Registration (in-person)</u>	2	2	
27	Area Director was invited to at least one Regional Board meeting/call during the year.	1	1	
28	Regional goals and objectives were discussed, decided upon and distributed to all Regional Board and staff.	2	2	
29	Retained player registration at same level as previous year. <u>Decreased</u>	1		
30	Internal growth goal set for player registrations for the year. (Points earned if goal is met or exceeded, must be a positive number > 0. Growth goal: ____% <input type="checkbox"/> Region met this goal <input type="checkbox"/> Region exceeded this goal. Actual Growth: ____%	3		
31	Region sent representatives to the Section EXPO and/or Road Show to receive additional training in their discipline. (1 point per person up to 4.) How many? <u>8</u> (Check all that apply - Points earned for sending participants to any events above) <input type="checkbox"/> Treasurer <input checked="" type="checkbox"/> Safety Director <input checked="" type="checkbox"/> CVPA <input type="checkbox"/> Registrar <input checked="" type="checkbox"/> Regional Coach Administrator <input type="checkbox"/> Regional Referee Administrator <input checked="" type="checkbox"/> Regional Commissioner <input checked="" type="checkbox"/> Others: <u>Asst RC, Div Coordinators</u>	4	4	
32	Parent/player handbook distributed to the Regional participants before the start of the season (hard or soft copy), and posted to the website.	1	1	
33	Regional website created and updated periodically to keep parents and volunteers better informed of the activities in the Region. URL: <u>www.AYSO85.ORG</u>	2	2	
34	Region participated in Inter-Regional play with other Regions in the Area, if available.	1	1	
35	Small-sided games were utilized: (Check all that apply) Playground Soccer <input type="checkbox"/> Schoolyard Soccer <input checked="" type="checkbox"/> 6U <input checked="" type="checkbox"/> 8U <input checked="" type="checkbox"/> 10U <input checked="" type="checkbox"/> 12U <input checked="" type="checkbox"/> 1 point per box checked.	5	5	
36	The Region HAS NOT distributed its mailing list. (Policy Statements Article One 1.2)	1	1	
37	Region has, at a minimum, one trained, certified and active Regional Management Instructor who is certified to instruct AYSO's Safe Haven® Certification for Regional Board Positions. Name your most active instructor: <u>Doug CIRBO</u>	4	4	
38	Region holds live registration events (face-to-face) for at least one registration.	3	3	
39	Region's refund policy is established and posted on the Region's website. (Standard Regional Policies and Protocols)	1	1	

TOTAL POINTS AVAILABLE = 115

Total Region Points Earned: 0 109

Total Final Points Earned: 0



Regional Assessment Program Coach

		Total Point Available	Region Points	AD/SD Use Only
1	Regional Coach Administrator completed: 3 points per box checked <input checked="" type="checkbox"/> Introductory Management/Regional Management Cert. date _____ 3 points <input checked="" type="checkbox"/> Dispute Resolution and Due Process/Dispute Resolution prior to 2014 Cert. date _____ 3 points <i>CANNOT FIND DATES</i>	6	0	
2	All 06U Coaches are trained and certified: <u>Yes</u> How many U-06 teams in your Region: <u>12</u> <i>(Rules and Regulations Section E.2 (a))</i> Number of U06 Teams: <u>12</u>	4	4	
3	All 08U Coaches are trained and certified: <u>Yes</u> How many U-08 teams in your Region: <u>15</u> <i>(Rules and Regulations Section E.2 (a))</i>	4	4	
4	All 10U Coaches are trained and certified: <u>Yes</u> How many U10 teams in your Region: <u>30</u> <i>(Rules and Regulations Section E.2 (a))</i>	4	4	
5	All 12U Coaches are trained and certified: <u>Yes</u> How many U12 teams in your Region: <u>18</u> <i>(Rules and Regulations Section E.2 (a))</i>	4	4	
6	All 14U Coaches are trained and certified: <u>Yes</u> How many U14 teams in your Region: <u>8</u> <i>(Rules and Regulations Section E.2 (a))</i>	4	4	
7	Coach volunteers attend an annual orientation/meeting prior to the start of the season where Safe Haven Protocols and safety procedures are reviewed. <u>Yes</u>	2	2	
8	AYSO trained and certified instructors were used at all courses. Provide instructor names: <u>MARK WILSON, KAREN FALAGUARDY, BILL RAMIREZ</u>	4	4	
9	Number of coaches completing or upgrading to: Intermediate Coach <u>3</u> 3 points Advanced Coach <u>2</u> 3 points	6	6	

10	All rosters were managed/returned within 30 days from date of course via AYSOU.	3	3	
11	Regional Coach Administrator has filled the Regional Coach Trainer position. (Points if different than RCA) Name the Regional Coach Trainer: <u>BILL RAMIREZ</u>	2	2	
12	Region has, at a minimum, one trained, certified and active Regional Coach Instructor who is certified to instruct AYSO's Safe Haven® Certification for 06U, 08U, 10U and 12U coaches. Name your most active instructor: <u>BILL RAMIREZ</u>	4	4	
13	Region budgeted for coaches wishing to attend: coach course/coach instructor course/EXPO/Super Camp/National Coaching Course during the year.	2	2	
14	Coach courses held in the Region and rosters returned in eAYSO: (4 pts each) U-6 Coach Courses: <u>1</u> U-8 Coach Courses: <u>1</u> U-10 Coach Courses: <u>1</u> U-12 Coach Courses: <u>1</u>	16	16	

TOTAL POINTS AVAILABLE = 65

Total Region Points Earned: 059

Total Final Points Earned: 0



Regional Assessment Program Referee

		Total Points Available	Region Points	AD/SD Use
1	AYSO Edition of the IFAB Laws of the Game and the AYSO Regional Referee Manual were provided to every new referee.	1	1	
2	Referee volunteers attended an annual orientation/meeting prior to the start of the season.	1	1	
3	AYSO trained and certified instructors were used at all courses. (National Referee Program Manual)	4	4	
4	Region utilizes the diagonal system of control (one referee and two assistant referees) or when less than three referees are available for a game, only one referee is on the field, assisted by a qualified AR and/or by a club lineperson on the touchlines. (Only system approved by FIFA and followed by AYSO) Percentage of games covered by three neutral officials 0% 90%. (National Referee Program Manual)	2	2	
5	Regional Referee Administrator completed: <input type="checkbox"/> Introductory Management/Regional Management Cert. date _____ 3 points <input type="checkbox"/> Dispute Resolution and Due Process/Dispute Resolution prior to 2014 Cert. date _____ 3 points (Reference Book 14:13-14:14)	6	0	
6	All rosters were managed/returned within 30 days from date of course via eAYSO. (National Referee Program Manual, Pg. 32)	3	3	
7	Regional Referee Administrator has filled the following staff positions: <input checked="" type="checkbox"/> Regional Director of Referee Assessment Name: CHARLIE HSIEH 2 points <input checked="" type="checkbox"/> Regional Director of Referee Instruction Name: PHIL CROW 2 points <input checked="" type="checkbox"/> Referee Assignor/Scheduler Name: PHIL CROW 1 points (RRA Job Description)	5	5	

8	Region budgeted for referees wishing to attend a referee instructor course/referee assessor course/ EXPO/Super Camp or Road Show during the year.	3	3	
9	Referee courses held in the Region and rosters returned in: U-8 Referee Course Date: <u>9/18</u> 4 points Asst. Referee Course Date: <u>9/18</u> 4 points BASIC Referee Courses Dates: <u>9/30/18</u> <u>8/25/18</u> 4 points each up to two	16	16	
10	Number of referees completing or upgrading to: Intermediate Referee <u>2</u> 3 points Advanced Referee <u>1</u> 3 points National Referee <u>1</u> 4 points (Reference Book 11:1-11:3)	10	10	
11	Region has, at a minimum, one trained, certified and active Regional Referee Instructor who is certified to instruct AYSO's Safe Haven® Certification for referees. Name your most active instructor: <u>TIM VAN WOERKOM</u> <u>PHIL CROW</u> <u>ROBERT ACOSTA</u>	4	4	
12	Region implemented a Player-Referee Organization Program (PRO, a.k.a. youth referees). Describe: <u>we offer mentoring, Youth Referee Social Events, Scholarships, etc</u> (Developing and Maintaining A Youth Referee Program Manual)	3	3	
13	Region implemented a formal mentoring program for referees. (National Referee Program Manual)	4	4	
14	Referee Assignor has completed the Referee Assignor-Scheduler Webinar	3	3	

TOTAL POINTS AVAILABLE = 65

Total Region Points Earned: 059

Total Final Points Earned: 0



Regional Assessment Program

Finance

		Total Points Available	Region Points	AD/SD Use Only
1	Payments for all invoices due to the National Office, were received at the National Office no later than 30 days following the invoice date. (Bylaw Section 1.04 (M); Treasurer Manual)	4	4	
2	<p>Funds were budgeted for and Regional Commissioner attended the following meetings: (Regional Commissioner Position description) (Points only for meetings actually attended).</p> <p><input type="checkbox"/> RC Training within 1 year of appointment 2 Points</p> <p><input checked="" type="checkbox"/> Most recent AYSO EXPO 2 Points</p> <p><input checked="" type="checkbox"/> National Annual General Meeting (NAGM) 2 Points*</p> <p>*If the RC could not attend, another Board Member attended or proxy form was submitted.</p>	6	4	
3	Operating budget for the Region was submitted to the National Office by June 1st prior to the beginning of the fiscal year and copied to the Area Director. (Bylaw 1.04 (M); Treasurer Manual)	3	3	
4	Financial guidelines, as established by the Treasurer's Manual, Standard Regional Policies and Protocols and Bylaws, are administered properly within the Region.	2	2	
5	<p>Operating budget was made available to volunteers and parents for their information via: (Bylaw Section 1.04, I; Policy Statement 3.2) (Check all that apply)</p> <p>Posted or distributed (via newsletter) in the Region <input checked="" type="checkbox"/> Posted on-line <input checked="" type="checkbox"/> Other: <input type="checkbox"/></p>	2	2	
6	All Regional accounts utilize the National Accounting Program (NAP). This includes all funds; tournament fund-raising, team fund-raising, etc. which are accounted for by the Treasurer within NAP. (Bylaw Section 1.04, M; _____)	4	4	
7	Region participated in NAP online.	3	30	
8	All Regional accounts are audited by someone other than the authorized account signatories on an annual basis with a copy of the report being sent to the Area Director. (Treasurer Manual)	2	0	
9	<p>Regional Auditor position filled and the volunteer has attended AYSO Auditor and Treasurer training.</p> <p><input checked="" type="checkbox"/> Regional Auditor name: <u>JIM HANSEN</u> (1 point)</p> <p><input checked="" type="checkbox"/> Auditor Cert. Date: <u>2/09</u> (1 point) <input checked="" type="checkbox"/> Treasurer Cert. Date: <u>4/04</u> (1 point)</p>	3	3	
10	<p>Regional Treasurer completed the following training: 2 points per box checked</p> <p><input checked="" type="checkbox"/> AYSO's Safe Haven® Cert date <u>4/13</u></p> <p><input checked="" type="checkbox"/> Auditor Cert date <u>4/13</u></p> <p><input checked="" type="checkbox"/> Introductory Management/Regional Management Cert date <u>4/06</u></p>	6	6	

TOTAL POINTS AVAILABLE = 35

Total Region Points Earned: 28

Total Final Points Earned: 0



Regional Assessment Program

Secondary Programs and Community Outreach

		Total Points Available	Region Points	AD/SD Use Only
1	Region offers the Schoolyard (5U) program consistent with the Schoolyard (5U) Program Manual. (AYSO National Rules & Regulations I E.2.a and I.H.1)	3	3	
2	Region has an active VIP (Very Important Player) Program for players with physical and mental disabilities or has players that participate in an Area VIP program. (AYSO Reference Book, Chapter 13)	3	3	
3	VIP program is featured on the Regional registration flyer with contact information.	1	0	
4	There are more players registered in the VIP division than last year.	2	2	
5	Region has an active 16U - 18U program or has players that participate in an Area-run program for these age groups. (AYSO National Rules & Regulations I E.2)	3	3	
6	Region has teams in an approved EXTRA program or has players that participate in an approved Area-run EXTRA program. (AYSO Reference Book, Chapter 13)	3	3	
7	Region has active tournament or other secondary play, or players actively participate in an Area-run or Section run tournament or secondary play opportunity. <input checked="" type="checkbox"/> Tournament teams <input checked="" type="checkbox"/> National Games teams 1 point total for each box checked. <input checked="" type="checkbox"/> Select teams <input checked="" type="checkbox"/> Travel teams <input checked="" type="checkbox"/> Other Secondary Play, for example Spring Select	5	5	
8	Secondary programs, if any were operating, were self-funded and did not utilize Region general funds and followed Policy Statement 2.2, having separate written guidelines citing player selection and funds usage. (AYSO National Policy Statement 2.2)	1	1	
9	Region provided assistance to new, disadvantaged or "sister" AYSO Regions. Describe: <u>help with Referee/coach training, playing circuits</u>	2	2	
10	Region has a Sportsmanship program in place. (Attach sample documents as appropriate) Describe: <u>Pizza party for volunteers/sportsmanship points</u>	3	3	
11	Region has a volunteer recognition program in place. (Attach sample documents as appropriate) Describe: <u>Pizza party for volunteers, board party, Volunteer BBQ, Movie tickets, awards, etc</u>	3	3	
12	List any significant enhancements or unique programs that your Region offers to its participants. Please attach examples and supporting documentation. Describe: <u>free uki clinics</u>	3	3	
13	Region has a community relations program in place. Attach supporting documentation. Describe: <u>donate used equipment to schools & organizations</u>	3	3	

TOTAL POINTS AVAILABLE = 35

Total Region Points Earned: 34

Total Final Points Earned: 0



Regional Assessment Program

Sponsorship Bonus

		Total Points Available	Region Points	AD/SD Use Only
1	<p>BONUS POINTS:</p> <p>National Sponsors are actively supported by the Region. 2 points each</p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Uniforms purchased from SCORE <input checked="" type="checkbox"/> Region used AYSO Soccer Camps <input checked="" type="checkbox"/> Region purchased from Sport Pins International <p><i>These points are added on to the point total and are not included in the total points available count. You will not lose points by not participating in this section.</i></p>	6	6	

TOTAL BONUS POINTS AVAILABLE = 6

Total Region Points Earned: 6

Total Final Points Earned: _____