



**Chili Soccer Association Coaches &
Managers Welcome Packet**

Introduction and Mission -

The Board of Directors would like to welcome you as a coach and/or manager. This packet has been put together as a resource for you. We have covered major topics that should answer a majority of your questions. If you are in need of any additional information please feel free to reach out to the Travel Director or any Board member for assistance. We are a volunteer organization and appreciate all of your dedication and time.

What	When (estimated)	Who to work with
Review Travel Policy and Guidelines http://www.chilisoccer.org/Travel/Travel_Policies_Guidelines/index_E.html	June – July	Travel Director
Advertise Tryouts	June – July	Webmaster, Board
Create and print out Travel Tryout Information (handouts)	July – August	Assistant Coach, Team Manager <i>(if one is assigned)</i>
Create and print out Travel Tryout Session Plans for each Tryout Sessions	July – August	
Gather all necessary Equipment for Tryouts	July	Equipment Director
Set up Field usage for Tryouts	July	Field Director
Make Team selections / Finalize Roster	Aug – Sept	
Call all Parents with Player Selection Decisions	Aug – Sept	Tryout Parents/Players
Email all Players with Player Selection Decision	Aug – Sept	Tryout Parents/Players
Schedule Parent / Player/ Coach First Meeting	September	Assist. Coach, Team Mgr, Parents/Players
Plan for items to discuss at Parent / Player / Coaches First Meeting Suggested Ideas: <ul style="list-style-type: none"> • Coaching Philosophy • Player / Parent / Coaches Expectations • Fundraisers • Community Activities • Tournament Selections / League Games 	September	Assist. Coach, Team Mgr, Parents/Players
Submit Finalized Roster <i>(indicate who was cut to have them removed from travel program)</i>	Aug – Sept	Registrar
Submit request for web access for team site	Aug – Sept	Webmaster
Set up Field usage for Fall outdoor practice and preference for Winter indoor time	Aug – Sept	Field Director
Email Parent/Players regarding First Meeting & when Practice begins	September	Assist. Coach, Team Mgr, Parents/Players
Set up Bank Account	September	Team Manager

Items to obtain at First Meeting: <ul style="list-style-type: none"> • Copies of Player Birth Certificates • Signed Zero Tolerance Policy • Completed player Medical Release forms • Screen shots validating registration completed <i>(if reg. is open)</i> • Finalize Team Name • Player Uniform numbers selected • Team Contact List Finalized 	September	Team Manager, Parents/Players

Club Mission-

The purpose of the Chili Soccer Association ("CSA") is to identify and develop soccer players aged 8 - 19 years old, who demonstrate the self-motivation, enthusiasm and the potential to play soccer at an advanced level. Emphasis shall be placed on developing players in a way that promotes fundamental soccer skill development, character development, teamwork and good sportsmanship. The CSA will also promote training and development for volunteers interested in coaching soccer at an advanced level.

Travel Policies and Bylaws -

Please find the full list of Travel policies and Bylaws on our website at this link:

<http://www.chilisoccer.org/travel/travel-policies-and-guidelines>

Tryout Process –

Tryouts are held outdoors in July – August. The first tryout for all teams are scheduled for the same day. This is organized and scheduled by the Travel Director and Field coordinator. All other tryouts are determined by the travel coach and schedules are set up by each team and are posted online at the Chili Soccer Association website (<http://www.chilisoccer.org>). ALL CSA Players are notified via email that in order to participate in the tryout sessions they have to register online prior to the first day of tryouts.

There is a tryout fee that will need to be paid prior to any player taking the field to tryout. The registrar and travel director will provide a listing on who has paid at the first tryout when you have them sign in. Any monies collected should be turned over to the Travel Director at the end of the tryouts and player information provided.

After all tryouts are completed travel coach is required to notify all players of the final decision if they made the team or require additional training, but encouraged to come back next summer.

It is important as a travel coach to be prepared for tryouts. First thing a coach should do is Create Tryout Session Plans for each tryout being conducted. All ready have in mind what are the areas to focus on and want to see in the players abilities.

Last thing a coach should do is prepare all equipment for the tryouts. Items to consider:

- Appropriate Sized Soccer Balls – Extra's for players who do not have one
- Cones and / or Flags – based on tryout session plan developed
- Emergency Kit
- Table for tryout sign-in
- Canopy for Table (if weather requires...heat or rain)
- Extra cash – should players register the day of tryouts

Example of Rejection Letter



Chili Soccer Association
PO Box 109
North Chili, NY 14514

August 5, 2015

Dear XXXXXXXXXXXXXXXXXXXXXXXXXX,

Thank you for attending the Chili Soccer Association travel tryouts. The process of evaluating players for a team that will play together over the next twelve months is challenging. Your hard work and interest was appreciated.

Based upon our best judgment, given what the coaching staff has collectively observed, we will not be offering you a position on this year's roster. This conclusion is the toughest part of travel sports and we hope that you will understand.

It is important as a young soccer player to understand that this tryout was only one of many opportunities that you will have to play soccer. Keep working hard and challenge yourself to continue learning and growing as a young athlete. We see potential in you and would encourage you to participate in various soccer camps/clinics with certified soccer coaching staff. Some camps/clinics we recommend are Rhinos Academy, Roberts Wesleyan Summer Camp, and Craig Demmin's Fall & Winter Academies. We highly suggest for you to stay away from clinics where the staff provide training in multiple sports as they do not always concentrate on the correct soccer techniques/tactics.

We would like to see how your upcoming season progresses within the house program. If you see one of the coaches around town please let them know how you are doing. We honestly do care and would love to hear how you are progressing.

Please do not hesitate to email us if you have any questions.

Thank you very much and we wish you the best in soccer!

Yours in soccer,

XXXXXXXXXXXXXXXXXXXX,
CSA Girls UB Head Coach,
Emailaddress@xx.com

XXXXXXXXXXXXXXXXXXXX,
CSA Girls UB Assistant Coach,
emailaddress@XXXX.com

Example of Acceptance Letter



Chili Soccer Association

PO Box 109
North Chili, NY 14514

August 5, 2015

Dear Parents Name,

We would like to thank [PLAYER] for trying out for the Chili UB Girls Travel team for the 2014-2015 season. Per our phone conversation the coaching staff completed their evaluations of the girls that had tried out for the team. Congratulations!! Your daughter has been selected to be a member of the Chili UB Girls travel team for the 2014-2015 season...

In getting a head start on the registration process, I would greatly appreciate it if you can have the following documents ready for our first parent/coach meeting:

1. Copy of the original birth certificate. This will be placed in the team's file as RDYSL requires it.
2. Completed CSA Zero Tolerance Policy form signed by both parents (enclosed)
3. Completed Individual Medical Release form. (enclosed)
4. Completed On-line Registration printed document (once you have selected pay installments or all upfront, please print confirmation page to provide to us to show the registration is completed) – Registration should be open 9/1/14

Thank you for allowing your daughter to participate in the try-outs, and I urge you to continue to encourage your daughter to practice and improve her skills even when the team is not practicing / playing. We highly recommend that your daughter participates in various soccer camps/clinics that have qualified and certified soccer staff. Some examples would be; Rhinos Academy, Roberts Wesleyan summer camp, Craig Demmin Fall / Winter Academies, etc. We hope to see your daughter during the 4V4 fall league which starts in September and look forward to meeting you at the Parent/Coach/Player meeting on Sept 7th. More details will be provided via email.

Yours in soccer,

XXXXXXXXXXXXXXXXXXXX,
CSA Girls UB Head Coach,
email@xxx.com
585-xxx-xxxx

XXXXXXXXXXXXXXXXXXXX,
CSA Girls UB Assistant Coach,
email@xxx.com
585-xxx-xxxx

Email regarding Parent / Coach / Player First Team Meeting

Welcome to U8 Girls Travel Team!

2017-2018 U8 Girls Travel Roster:

Coaching Staff:

[XXXXXXXXXXXXXXXXXXXXX] - Head Coach
[XXXXXXXXXXXXXXXXXXXXX] - Assistant Coach / Trainer
[XXXXXXXXXXXXXXXXXXXXX] - Team Manager (if one is known)

Players:

[List all players who are on the roster]

The Coaching Staff is very excited about the upcoming season and look forward to working with the girls.

Please mark your calendars: We will be having our Parent / Player / Coaches meeting on **XXXXXXXXXXXXXXXX @ XXXX AM/PM**. The meeting place is still being worked out. The girls will practice immediately following the meeting at Union Station. Practice will end around [Time] AM/ PM. We are attempting to obtain the Union Station lodge for the meeting to avoid traveling from meeting to practice, but currently we do not have this confirmed. We will keep you posted as [Date] approaches. We will have practice every [DATE] from [time] to [time] AM/ PM at [Location] until we move into indoors in November. *(Don't worry dads you will still be able to watch football!!)* If any of these times change we will keep you informed.

Planned Agenda for Sept meeting:

- **Coaching Staff Introductions**
- **Collect all items** (copy of birth certificates, photos, completed medical release forms and zero tolerance forms)
- **Review:**
 - **Coaching Philosophy**
 - **Expectations of Players, Parents, and Coaching Staff**
 - **Team Planned Activities**
 - **Team Fundraiser Ideas**
- **Select Team Name**
- **Take Home Assignment**

Things we ask you bring to this meeting:

- **Copy of Player's birth certificate** - we must have copy of this for RDYSL team submission. They require validation of all players age.
- **Passport type Photo of Player** - Each player will obtain a player's card that will be provided by NYSWYSA. The player cards will be checked before EVERY GAME. Our Team Manager will be holding on to these so you will not need to bring to games each time. Without passes player are not allowed to play. These passes are provided around the February time frame to

teams, but as I am an organized control person I would like to ensure our team is set and ready when that time comes early. Once notice is provided to me to start the player pass process this will be one less thing for us to obtain from each of you.

- **Completed Player Medical Release Form** (attached)
- **Copy of Completed Web Travel Registration** (Sept 1st Travel Registrations Open... Two options - pay in full or pay in two installments. Installments are 50 % due no later than Oct 31st and 2nd Installment due no later than Jan 15th. Both option are pay by Credit Card or Check via Mail) - Important as Team will not receive any player passes or official game rosters with out everyone registered and paid. The sooner we have this completed as a team the easier it is to obtain our items on time.
- **Any Questions that may be on your mind!!**

Look forward to seeing all of you!

REMINDER - Don't forget to sign up for Small Sided Games (4V4) begins [date], deadline for sign up is [date]. I would ask that you request in special requests/comments for any of the coaching staff members to be your daughter's coach when registering...

Keep Kick'n,

Coach XXXXXXX & Coach XXXXXX

Attachment to Email...



Chili Soccer Association
 PO Box 109
 North Chili, NY 14514

PLAYER MEDICAL RELEASE

Player: _____ Date of Birth _____
 Team: _____
 Address: _____
 Mother / Guardian: _____ Home Phone: _____
 Mother Cell #: _____ Text Capable: YES NO
 Mother Address: _____
 Father / Guardian: _____ Home Phone: _____
 Father Cell #: _____ Text Capable: YES NO
 Father Address: _____
 Emergency Contact: _____ Emergency Phone #: _____
 Emergency Contact Address: _____
 Doctor: _____ Doctor Phone #: _____
 Insurance Carrier: _____ Policy Number: _____
 Dentist: _____ Dentist Phone #: _____
 Insurance Carrier: _____ Policy Number: _____
 Check all conditions that apply: Asthma _____ Diabetes _____ Heart Trouble _____ Hearing Disability _____
 Wears Braces _____ Wears Contacts _____ Wears Eye Glasses _____
 Allergies: _____
 Medications: _____
 Other medical conditions / health concerns: _____

CONSENT FOR MEDICAL TREATMENT:

As the parent or guardian of the above-named player, I request that in my absence the above named player be admitted to any hospital or medical facility for diagnosis and treatment. I authorize all licensed physicians, dentists, and staff to perform any diagnostic, treatment, X-ray, and operative procedures for the above-named player. I have not been given a guarantee as to the results of any examination or treatment.

RELEASE OF LIABILITY:

Recognizing the possibility of injury associated with soccer and in consideration for the USSF/USYSA and its affiliates accepting the above-named player for its soccer program and activities, I hereby release, discharge and/or otherwise indemnify the USSF/USYSA, its affiliated organizations and sponsors, their employees and personnel, including the owners of the fields and facilities utilized for the League/Tournament contents against any claim by or on behalf of the player as a result of the player's participation.

X _____
 Signature of Parent / Guardian Date

Player Registration -

Contact: Registrar

- What is needed for registration- CSA will need a copy of the birth certificate. RDYSL will need a previous years roster, player pass or birth certificate.
- Registration Deadlines- All players need to be registered for try-outs. Once teams are selected, an invitation will be sent to all players inviting them to the team. From this email will be an acceptance link which will take them to CSA registration. The invitation will be sent out in mid-late September.

- Payment Schedule for registration- First payment is due November 1st, a player will not be able to practice if he/she has not registered and made first payment. Second payment is due January 15th.
- Birth Certificates- see above
- Rosters- CSA Rosters need to be sent to the travel director once tryouts are completed. In January, coaches and managers will receive an email with instructions on how to complete passes and rosters for RDYSL.
- Player and Coach Passes- see above.
- Timeline:
 - August-September: Roster of players accepting positions needs to be handed in. It is also the coaches responsibility to make sure the player has paid the tryout fee. During this time, coaching staff and team managers should also check with the registrar or assistant registrar to make sure all Risk Management Passes are up to date for Coaches and Team managers.
 - September-October: Registrar will send out emails to players inviting them to “join” the team to complete online registration. This information is from the team rosters sent, which is why it is important to have your team’s roster sent to the registrar by the end of September.
 - January: Any secondary players on your roster need to be communicated to the registrar.
 - March: Registrar will need to know of any changes to your roster to begin finalizing it for the RDYSL season. Player passes will also be done during this time. Pictures of the players need to be sent to the registrar for these passes.

2nd Team Policy and Developmental Players Policy:

Contact: Director of Coaching

Requests for Additional Travel Teams (2nd Team Policy):

CSA’s philosophy for our travel soccer program is to field the strongest, most competitive teams feasible. Teams will be comprised of players within Chili or surrounding areas. CSA will attempt to furnish a travel team at all age levels (U8-U19) for both boys and girls.

In the event that there is a need or desire to add an additional travel team to an age group/gender, that already has a team present, the following New Team criteria must be met:

- New team must have enough travel quality players to roster a strong team.
- New team would have a qualified coach, approved by the CSA Board of Directors.
- New coach must abide by all CSA Association travel policies and guidelines.
- All potential players must be age appropriate, or within the Underage Player Policies. All exceptions shall be approved by the CSA Board by majority vote as described under the Club's Discretion section of these guidelines.
- Potential players CANNOT be recruited from other established Chili travel teams.
- Both coaches in the age group must actively communicate and make decisions collectively that promoted the best options for the players and teams involved.
- The CSA Board of Directors must approve the addition of a new team. Coach, players and indoor space capacity all taken into consideration.
- The new team must be competitive within the division it is placed. The Board will routinely review the team's progress throughout the season.

Multiple teams in any given age group, once formed, will still be subjected to open tryouts each year. For age groups with multiple teams, the CSA board will appoint the 1st team coach and the 2nd team coach prior to tryouts. After the 1st team coach selects his or her team at open tryouts, the 2nd team coach will then select their team. The 2 club coaches will work together during this process.

Developmental Players Policy:

CSA will allow travel coaches to carry "Developmental players" in addition to their full roster players. Developmental players pay half the travel fee and may need to purchase a uniform per coaches request.

A coach may offer a player a developmental position for the following reasons:

- Roster is full for current season but will expand the next season
- Player has potential but needs training before a roster spot is offered

Parent / Coach / Player First Team Meeting Activities-

Travel Coach should hold a team meeting prior to the first team practice. Items that need to be developed and then delivered at meeting are:

- Coaching Philosophy
- Player / Parent / Coaches Expectations
- 4 Team Name Options for group to select if brand new developed team
- All handouts (Known Schedules, extra ZTP forms, medical release forms...
- Submit all coaches and managers names and email addresses to the registrar/assistant registrar by September 1st. Then you will receive an email from the registrar/assistant registrar with instructions on how to complete the risk management process through New York State West.

Team Website Setup –

Contact: Webmaster

Contact Webmaster regarding setting up. Provide the following information

- Team Name
- Head Coach Name and Contact Information (Phone #, Email)
- Assist Coach Name and Contact Information (Phone #, Email)
- Team Manager Name and Contact Information (Phone #, Email)
- And who will be in charge of website so Webmaster may send them user name and password.

Team Web Page on Chilisoccer.org

Each CSA Travel team can have their own team page hosted on chilisoccer.org.

To gain access to your page, send the email addresses of the individuals that you would like to have edit rights of the page to webmaster@chilisoccer.org. The webmaster will give each of the addresses that you have specified access to your team page for the purposes of updating the page for your team's own use. Additional directions will also be provided to you at that time.

To edit your team page, you will login into the same system that you use for CSA registration using the email that you provided to the webmaster. Once the user logs in, they will have additional access added to edit your team page on the chilisoccer.org web site.

How to set up Team Bank Account -

- **Team Budget:**

Create a team budget based on the likely scenario your team will follow. You may decide to purchase extra indoor time to practice outside of what CSA provides, or you may participate in Winter Indoor Leagues, or even organize a Friendly with an opponent in your age group. Team gear, sweats, an extra practice t-shirt with numbers, hoodies, jackets, and backpacks are popular team gear items. Estimate the cost of any tournaments you plan to enter. Only the CSA Invitational Travel Tournament is included in the CSA Registration cost. Younger teams like to have a team party after the season. If somebody on your team has a big yard and/or a pool, you've got the makings of a good place to gather. Teams are on their own to manage all points mentioned here. Estimate your total team spend and divide it among the number of players on your roster. It's always a good idea to share the budget with parents once its created and again post season with actual spends listed. Make necessary adjustments if your bottom line is under or over accrued. You may have to collect more or return excess funds to players not returning. Each team's coach and manager needs to be accountable and responsible to their team regarding finances.

- **Bank Account:**

It is highly recommended you separate team funds from personal funds. Talk to the bank of your choice and ask them to assist you in setting up a team account. We don't tie team accounts to any CSA account or ID number. The club doesn't want to be nor has the ability to be responsible for dozens of accounts that could be overdrawn or abandoned by coaches or managers who have left the program. Ideally, the name associated with the account would be your team name with the Manager tied to it. Most of our teams continue through the youth program until they age out, so a young team starting up an account could have it for 10 years.

- **Fundraising:**

Some teams prefer to fundraise, others don't. Fundraising is strictly run by teams. The club has no involvement in this except for providing you with a W-9 Form upon request. Vendors will want this to substantiate your standing as being eligible to participate in any fundraising activity they provide and also to send payment to the Club for any money your team earned. Upon receipt and within a reasonable timeframe, the club will forward fundraised money to the appropriate team manager where he or she will be responsible to use the funds for the interest of the team that earned it.

- **Referee Money:**

At the time of this writing (January 2019), the only Leagues CSA teams are participating in are Rochester District Youth Soccer League (RDYSL) and The Thruway League. Teams

participating in RDYSL pay the referee for their **HOME** games only. The club will print a check payable to either the coach or manager of each team that will cover the referee fees for all their home League games during the season. Coaches and managers should familiarize themselves with game fees so they will be prepared to pay the referee and assistant referee (AR) correct and exact amounts for each game. Do not expect the referee to be able to make change at the field, so have the correct denomination of currency at each game. Upon cashing the check, prepare envelopes with correct denomination of currency for all of your home games. AR's are assigned to all games at U13+, regardless of Division placement. Checks are typically printed in April or early May. Depending on timing issues, they may be handed out at the Travel Coaches meeting or sent via U.S. Mail.

Thruway League Only: If your team is playing in The Thruway League, your referee fees were already submitted upon registration. If your team was accepted and placed then your referee fees have already been submitted. You don't need to pay referees at the field for any games, home or away. The Thruway League will pay referees accordingly.

All CSA Travel Teams: If you enter a tournament, your referee fees were part of your registration fee. You never need to pay a referee at a tournament. That is also the case for the CSA Invitational. **Do not pay referees at any tournament.** Rules and procedures may change in the future, but for now Referees are paid by the Host Tournament Club.

- **Ball Money:**

CSA lets teams purchase the ball of their choice to use as a game ball. The club will help defray the cost by \$25. You should expect the \$25 to be added to your referee check, but the Treasurer may opt to provide that separately. It is recommended you have two (2) game balls. If you lose one or it gets damaged, or you have multiple games within a short period of time in bad weather (ie. tournaments) and you are the home team.... it's good to be prepared with an extra quality game ball. Plus, having two good game balls in play for each league home game increases the ability for the game to flow at normal pace without delays of chasing balls over a fence or in the woods. Check both balls in with the referee before kickoff and keep your spare ball at midfield. If a ball goes too far out of play, have a spectator retrieve it while your spare ball goes into play thus keeping a good flow to the game.

- **Other Misc.:**

CSA is a not for profit entity operating as a 501(c) (3) organization under the IRS Tax Code. As such, the club is exempt from NYS Sales and Use Tax. Specifically, the club is exempt from paying sales and use tax for certain items necessary to run the program. Such items include, but are not limited to: Goals, nets, balls, pinnies, ball bags, training cones, corner flags, first aid supplies, practice shirts, and things of that nature. Basically, whatever equipment is covered in registration fees is tax exempt to the club. Team Gear, not covered in registration fees, is **not** tax exempt. The exempt status reaches the "shell" of the club, but does not extend to the arms or individual teams for their purchases. That's an important concept to understand. That's why team gear is purchased separately and at team discretion.

Risk Management-

Contact: Treasurer

Submit all coaches and managers names and email addresses to the assistant registrar by September 1st. The assistant registrar will then send an email to these coaches and managers with instructions on how to complete the risk management process through New York State West.

Indoor and Outdoor Field Information-

Contact: Field Director

- Indoor Field Information
- Outdoor Field Information
 - Game Changes

Certification of Insurance -

Contact: Field Director

Our insurance provider (Pullen Insurance) through NYSWYSA provides our club with certificates of insurance. These are provided for facilities requesting them and prove our insurance coverage is in effect for our club.

On our website under fields, is a current list of locations with certificates. Any team using a location not listed below will need to request a certificate from the club's Field Director. Please allow 5 days for your request to be processed.

If you have a new location that you would like to use (i.e. indoor school gym) please notify the field coordinator so that location maybe added to the insurance list. Field coordinator will send you a copy of the Pullen insurance so the school board has on their files should any incident occur.

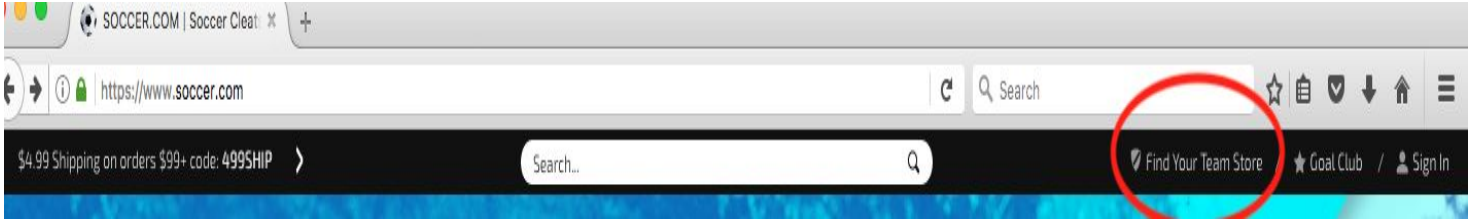
Uniform Process-

Contact: President

CSA has a 24/7 online store at soccer.com and ordering of yearly player kits is communicated to teams in January/February each year"

Returning families will actually have their account already appear-but this will be helpful for new players/families.

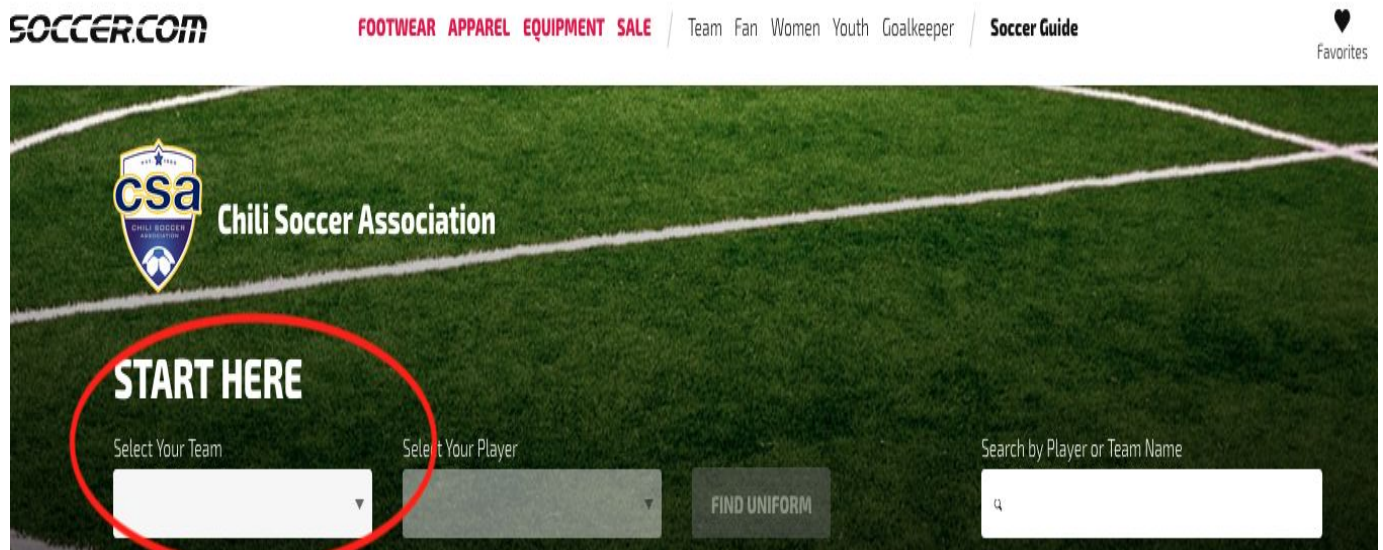
1. Go to [soccer.com](https://www.soccer.com) website



2. At the top far right corner click on Find Team Store



3. In the box type: Chili Soccer Association



CSA Coaches should look professional at all times. CSA coaching gear with CSA logo should be worn at every training session and on match days. Soccer indoors, turfs, and/or cleats are preferred footwear. Hats and sunglasses should only be used if necessary. Umbrellas are not an acceptable coaching accessory. CSA strives to provide its coaches with a different piece of coaching apparel every February/March. CSA has a 24/7 online store at www.soccer.com with coaching gear that is available for purchase

Division Request Application Process -

Rochester District Youth Soccer League (RDYSL) requires that all clubs register the number of teams they will have each season. This is done by the Travel Commissioner by the date outlined on the RDYSL website under Calendar of Events (<http://www.rdysl.com/calendar.htm>). The date is typically by the middle of January.

Coaches are responsible for registering their teams with RDYSL according to the dates outlined on the RDYSL website under Calendar of Events (<http://www.rdysl.com/calendar.htm>). You MUST input your team's registration for RDYSL on time to have your team registered for the season!

DO NOT COMPLETE MORE THAN 1 FORM PER TEAM.

****VERY IMPORTANT****: Once you submit the form, you will receive a confirmation page - You must copy this page and send it to the Travel Director so he is aware your team is officially registered. If you do not send this confirmation, your team is NOT registered! If the RDYSL age group coordinator requires any additional information they will contact you via email and request that you update your registration with the details required. The RDYSL coordinator will send you an email to confirm that your registration is complete. You only need to forward that email to the Vice President of Travel if there were any changes to the original confirmation page details.

IF YOU MISS THE DEADLINE YOUR TEAM WILL NOT PLAY THIS YEAR – NO EXCEPTIONS!

Process is easy:

Click on link below to access form on RDYSL website

<http://www.rdysl.com/forms.htm>

1. Select Team Registration to open the form
2. Click Create YYYY Team, next (the update YYYY team is only if you already created a YYYY team and need to edit)

3. Read all the instructions carefully and click agree
4. Answer ALL questions on the form.

Below are the typical questions you should be prepared for;

- How many players are new to travel
- How many are returning players
- What division placement you would like to be (D1, D2, D3...)
- Explain team history on why the division selection you chose (Provide scrimmage scores you who played, past tournament information on scores/wins, etc. Did you play up an age bracket, etc.) All this information should help division director place the team appropriately to their best knowledge they have received.

Please note: Division requested – Should submit justification for the division that is being requested otherwise it will be solely based on RDYSL decision alone. However there are no guarantees! Answer the questions to the best of your knowledge. If assistance is needed contact the Travel Director.

Mandatory Forms-

Contact: Travel Director

Forms:

- BSZ release form
- Medical Release Form (see above form, beneath example of acceptance letter)
- Injury Report Form
- RDYSL Game Reports
- Zero Tolerance Form

Mandatory Meetings-

Contact: Travel Director

Coaches are required to attend two mandatory meetings a year. They are the RDYSL meeting and CSA Travel meeting.

CSA Travel meeting is typically held in early March and the RDYSL meeting is usually a week or two after this meeting. RDYSL meeting is usually held on a Sunday afternoon at MCC campus and will be communicated as the dates get closer.

Team Equipment-

Contact: Director of Equipment

Craig Demmin and Goalie Training Information-

Contact: Director of Coaching and Development

Craig Demmin

- All CSA Elite teams are entitled to utilize our technical director Craig Demmin for 2x team practices per month. These will be scheduled through the DOC.
- CSA Travel players will be pre-scheduled for 2x per month, 60-minute technical training sessions led by the CSA technical director. These 1-hour sessions (Nov-Apr) will be scheduled by the DOC and include multiple teams combined. Team coaches are not required to attend. Coaches can attend to observe from above but cannot participate unless asked to do so by the technical director.
- CSA Travel teams are NOT entitled to utilize Craig for team practices unless it is scheduled separately and paid for out of the team's budget. Team funded sessions should be scheduled directly with Craig and do not need to go through the DOC.
- <http://www.craigdemminsoccer.com/bio.html>

Goalie Training:

- All CSA Travel Teams are entitled to utilize our our goalie training once a month during indoor sessions. Sessions will be pre-scheduled during the teams technical training nights.

Team Picture Day-

Contact: Director of Pictures

Travel Photos are done the First or Second week in May. The goal is to have them done approximately three weeks before the Travel tournament. This way they can be handed out by the photographer at the tournament. The photographer is also at the tournament taking action shots (weather permitting). Picture day has been done at TSE for years (that could change; not likely though). It is especially important for the teams to be photographed. This allows for a Sponsor Plaque to be made & given to the Sponsor. Coaches are provided "photo packets" at the Coaches meeting prior to the season to hand out to their players.

Sponsorship-

Contact: Director of Sponsors

- New Sponsorship information
- Deadline dates for sponsors
- www.chilisoccer.org for more information

CSA Travel Tournament-

CSA Travel Tournament:

- Free to Chili teams as long as volunteerism stay high!
- Teams need to register and use “pay by check” feature on payment page. This puts your team in the tournament for scheduling and communications

Volunteerism:

- Upon player registration, families are committing to 2 hours of volunteer time. The tournament is a great time to complete this. Coaches and Managers should support this

Team Recruitment:

- Divisions are the mercy of the teams that sign up for the tournament.
- The best way to influence the teams you play are to recruit and talk up our tournament!

Tournament Scheduling:

- We will take scheduling requests upon tournament registration
- Requests to change the schedule after it is published will not be honored

Tournament Conduct:

- Every Coach/Assistant Coach and Team Manager is a host for the tournament. Everyone should be on our best behavior!

Other Tournaments:

- Cost is incurred by the team (may fundraise or ask for parent participation)
- List of tournaments within NYSW is
at http://www.nyswysa.org/tourn/index_E.html?1487629354

Many coaches have preferred tournaments. Talking with others will help you make the best decision for your team

Coaches Resources – Helpful Links –

Chili Soccer Association – www.Chilisoccer.org

Rochester District Youth Soccer League – www.rdysl.com

NYS West Youth Soccer Association – www.nyswysa.org

NYSWYSA Coaching Courses -

<http://www.nyswysa.org/scripts/runisa.dll?M2:gpx::72051+courses/listing>

Tournament Information - http://www.nyswysa.org/tourn/index_E.html

US Youth Soccer: Resource for Coaches, lesson plans, etc.:

<http://www.usyouthsoccer.org/coaches/>

List of 2017/2018 Board members -

POSITION	NAME	EMAIL	PHONE
President	Jeff Vieira	jvieira@rochester.rr.com	690-6422
Vice-President	Open		
Secretary	Erin Noll	elcnoll14@gmail.com	
Treasurer (interim)	John Daley	treasurer@chilisoccer.org	594-8678
Assistant Treasurer	Open		
Travel Commissioner	Jason Calus	travel@chilisoccer.org	
Assistant Travel Commissioner	Jonathan Payne	csapayne@gmail.com	204-0234
Assistant House Commissioner (Boys 1st Contact)	Mark Bansbach	mabans@twc.com	354-5276
Assistant House Commissioner (Girls 1 st Contact)	Mike Tompkins	csa.tompkins@gmail.com	749-5232
Tykes Commissioner	Kaitlyn Grip	tykes@chilisoccer.org	794-0064
Assistant Tykes Commissioner	Open		
Director of Fields	Randy Nasso	randy.nasso@yahoo.com	424-0368
Assistant Director of Fields	Mike Mortimer	mmort22@gmail.com	(716) 510-1591
Director of Equipment	Angela Mancini	a.mancini44@hotmail.com	944-4019
Director of Coaching & Development	Mike Egan	mikeegan2424@gmail.com	354-8953
Director of Public Relations	Victoria Sloan	pr@chilisoccer.org	451-4873
Director of Volunteers	Open		
Tournament Community Directors	Lisa Parker Amy Zah	csa.tournament@gmail.com chili.tournament.zah@gmail.com	301-6185 472-5783
Travel Tournament Director	Lisa Parker Amy Zah	csa.tournament@gmail.com chili.tournament.zah@gmail.com	301-6185 472-5783
Registrar	Beth Egan	megan1@rochester.rr.com	943-4471

Assistant Registrar	Open		
Director of Sponsors	Jim Lepore	jimlepore@rochester.rr.com	755-8000
Webmaster - Director of IT	Thom Stevens	webmaster@chilisoccer.org	594-8342
Assistant Director of IT	Open		
4v4 Small Sided Games	Open		
Director of Pictures	Darcy Derleth	darcydertleth@aol.com	
MURSL Representative	Open		
House/Tykes Uniforms	Open		
Hot Dog Cup Director	Open		
Board Members at Large			