



# **BCASL**

British Columbia Academy Super League

**BC RECOGNIZED ACADEMIES**

**REQUEST FOR PROPOSAL**

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# INTRODUCTION

## British Columbia Recognized Academy (BCRA)

The British Columbia Recognized Academy (BCRA) program is designed for private academies within British Columbia.

Academies interested in the BCRA program must apply for the designation in accordance with this document, demonstrating an ability to meet technical and administrative standards set by BC Soccer Academies Association.

## British Columbia Academy Super League (BCASL)

The British Columbia Academy Soccer League (BCASL) is a board-approved strategic initiative providing outdoor league play to private Academies with BCRA status.

## BCRA Applications

Private Academies attaining BCRA status for 2018 are eligible to play in the British Columbia Academy Super League (BCASL), Existing BCRA organizations renewing for 2018 will have the choice of playing in the BCASL will full entitlements under BC Soccer Academies Association.

# SUBMISSION PROTOCOL & DEADLINE

(New Applicants)

## I. Private Academies

- Private Academies are for-profit soccer organizations comprised of full-time players and teams.
- The BCRA Request for Proposal (RFP) is open to any private academy registered as a business in British Columbia, whose staff and players are based out of British Columbia, and whose overall business operates out of British Columbia including its headquarters, office, and training facilities. BCRA RFP submissions will not be accepted from BC Soccer affiliated Clubs, Club Academies, and Private Academies not meeting the criteria outlined above.

## II. Proposal Submission

- The RFP process will be operated by BC Soccer Academies Association and/or designates thereof.
- Any questions regarding the RFP should be submitted in writing to BCASL at [admin@bcasl.com](mailto:admin@bcasl.com).

## III. Proposal Deadline

- All RFP submissions must be submitted:
  - Electronically in PDF format through to the following address: [admin@bcasl.com](mailto:admin@bcasl.com); or
  - Hard copy with attention to BC Soccer Academies Association at 106, 620 Lea Ave Coquitlam BC V3J 4H2
- The deadline for all proposals is **3 weeks prior to the start of each season**. Late Proposals will not be considered.

# **PROPOSAL REQUIREMENTS**

## **(NEW APPLICANTS)**

RFPs submitted must include the BCRA Application Form. Proposals must also include all required information outlined in this document. BC Soccer Academies Association reserves the right to reject any or all proposals that are assessed to be incomplete.

The proposal will be evaluated on the documentation submitted in the following areas;

- I. Academy General Information
- II. Academy Staff
- III. Academy Administration

# RFP REQUIREMENTS (NEW APPLICANTS)

1. Academy General Information	
Requirements	Criteria
Academy Name	Must provide legal Academy name and proposed branded Academy name
Academy Mailing Address	
Academy Website URL	
Primary Contact Name	
Primary Contact Position	
Primary Contact Email Address	
Primary Contact Phone Number	
Name and Address of Primary Outdoor Training Facility	
Name and Address of Primary Outdoor Game Facility	<b>*if applicable*</b>
*all of the above items should be submitted via the BCRA Application Form	

## 2. Academy Staff

Requirements	Criteria
Full List of Academy Staff	Full Name, Address, Contact Number, Email, Certification Level
Technical Director	With a minimum of Provincial Level License (or equivalent)
Head Coaches	U13 to U18: Minimum of Provincial B License (or equivalent) U8 to U12 Stage appropriate LTPD coaching certification (Learning to Train) or UEFA/USYSA/NSCAA (United Soccer Coaches)
Administrator/ Manager	
First Aid Personnel	
Strength and Conditioning Coach	Access to a certified S&C Coach
Nutritionist	Access to a certified Nutritionist
Sports Psychologist	Access to a certified Sports Psychologist

RFP must include copies of certifications for all staff

### 3. Academy Administration

Requirements	Criteria
Academy Vision and Mission Statements	Must provide legal Academy name and proposed branded Academy name
Risk Management Manual	<p>Must provide:</p> <ul style="list-style-type: none"> <li>a) Screening and Harassment Policy</li> <li>b) Criminal Record Checks for all Staff</li> <li>c) Proof of Liability insurance regarding any facilities owned or rented</li> <li>d) Copy of academy's Code of Conduct for players, staff, and parents</li> <li>e) Medical history form template for players</li> <li>f) Waiver form template for players</li> </ul> <p>Must provide a copy of current Liability Insurance Policy</p>
List of Age Group Programs	<p>Must provide:</p> <ul style="list-style-type: none"> <li>a) List of age groups and genders in program</li> <li>b) List of staff responsible for each team (no more than a coach-to-player ratio of 1:14)</li> <li>c) List total number of players in the academy by age and gender</li> <li>d) List number of teams/age groups</li> <li>e) Academy must have minimum 2 age groups/teams</li> </ul>



# BCRA ENTITLEMENTS

## BCRA Academies playing in the BCASL

- Full entitlements with BC Soccer Academies Association, including but not limited to:
  - Can participate against Academies in all BCSAA Tournaments, Showcases, Festivals, Exhibition Games, and Futsal Leagues
  - Eligible for BCASL League Cup
  - Access to BCSAA Match Officials
  - BCSAA game insurance coverage
  - Freedom to use the BCASL brand for marketing

## **RIGHTS AND RESPONSIBILITIES**

### **BC Soccer Academies Association Contact**

- All questions regarding the Request for Proposal submission and process should be directed to [admin@bcasl.com](mailto:admin@bcasl.com).

### **Retention Of Rights**

- BC Soccer Academies Association retains the sole right to accept or reject any proposals.

### **Proponents' Expenses**

- BC Soccer Academies Association is not responsible for any costs associated with the preparation or submission of any BCRA proposal.

### **Withdrawal Of Proposals**

- Proposals shall be irrevocable until the selection is finalized, unless the proposal is withdrawn. A proposal may be withdrawn at anytime up to the deadline date, in writing to BC Soccer Academies Association.

### **Agreement**

- Upon acceptance and approval into the BCRA program, the Academy will be required to sign an ASL Agreement (if applicable).

## British Columbia Recognized Academy Application Form (for New BCRA Applications)

<b>Academy General Information</b>	
Legal Academy Name:	Proposed Academy Branded Name:
Academy Mailing Address:	Academy Website URL:
Name and Address of Academy's Primary Outdoor Training Facility:	
Name and Address of Academy's Primary Outdoor Game Facility:	
Name and Address of Academy's Primary Indoor Training Facility:	
Name and Address of Academy's Primary Indoor Game Facility:	
<b>Academy Primary Contact</b>	
Name:	Position:
Mailing Address:	
Email Address:	Phone Number:

The aforementioned is applying for BCRA: BC Academy Super League (BCASL)

BC Soccer Academies Association retains the sole right to accept or reject any proposal. BC Soccer Academies Association is not responsible for any costs associated with the preparation or submission of this proposal. Should the Academy successfully attain BCRA status, the Academy will duly register all of its players in accordance with BCSAA's policies.

The Academy shall include in its British Columbia Recognized Academy (BCRA) Application copies of all required certifications and documentation outlined in the 2018 Request for Proposal (RFP). The Academy shall register all of its youth teams with the BC Soccer Academies Association in order to participate in the BC Academy Super League.

\_\_\_\_\_  
\_\_\_\_\_  
(Print Name) (Signature) (Date)