



## Mount Pleasant Parks and Recreation Youth Sports Charter Application

League: \_\_\_\_\_

Field: \_\_\_\_\_

All leagues that are affiliated with or use the Mount Pleasant Parks and Recreation Department (MPPRD) facilities, including Mount Pleasant Public School property (Maury County Schools) must possess a league charter through the MPPRD. The league charter serves as a mutual agreement between the associated league and the MPPRD/City of Mount Pleasant and states the league's responsibilities to MPPRD.

Application for a league charter must be obtained from and renewed with MPPRD for each sports season (ex: spring baseball; fall baseball) 6-8 weeks prior to season start. Each application must be signed by the league president, vice-president, and treasurer.

Each league must present and abide by the charter requirements listed below. Failure to comply with any requirement will result in denial of the request for a league charter. The league charter will be restored upon the compliance of the league and proper corrective action of the league ensuring future compliance.

MPPRD and the City of Mount Pleasant reserve the right to investigate any and all complaints of wrong-doing, noncompliance of charter rules, and complaints about league operations. MPPRD and the City of Mount Pleasant will take appropriate action based on the findings of the investigation. If illegal activity is in question, complaints will be turned over to law enforcement.

### **Please Provide to MPPRD:**

#### ***Due 7 days prior to first game of the season:***

- This application completed and signed with requested documents.
- List of board members and their capacities. Please include emails and phone numbers.
- Finalized bylaws with changes from the previous season marked in red or highlighted.
- Detailed calendar of events; including registration information and participant fee structure so that meetings, registrations, and trainings can be schedule and published.
- A blank copy of your player registration form.
- Pay rates for officials, scorekeepers, and official assigners.
- Team names and number of registered participants per team.
- Copies of team rosters with players names and parents/guardians contact information.
- Participant fee of \$10.00 per registered participant.

- Sports application and background check forms for all board members, head coaches, assistant coaches, and parent volunteers.
- List of all head coached, assistant coaches, and managers. Please include emails and phone numbers.
- Option #1*: Signed copies of the MPPRD Code of Ethics by all participants, coaches, and parents;
- OR**
- Option #2*: in lieu of these, a Statement of Verification signed by the league president stating that the league has obtained these signatures.
- Pre-season budget/financial update.
- General liability insurance certificate listing MPPRD/City of Mount Pleasant, TN as additionally insured.

***Due 60 days after season ends:***

- Post-season budget/financial update.
- Any proposed changes to bylaws, rules, drafting procedures, and/or other changes.

**League Agreements:**

1. All bylaws and rules of leagues will be reviewed by both MPPRD and the MPPRD Advisory Board. MPPRD reserves the right to request changes to all league rules and policies if they are in the best interest of the tax-paying public and citizens/youth of Mount Pleasant.
2. League agrees to conduct an organized system of interviews/selection process for all head coaches, assistant coaches, and managers and have them submit a MPPRD Sports Application and Background Consent Form. New applications must be submitted by individuals for each sport in each season in which they desire to participate. The background check procedure has been approved and reviewed by MPPD. The background check process is conducted by MPPD based on the volume of applications and their normal staff duties, and the MPPRD has no control of this timeframe. Background denial lists will be sent to league presidents with updated approval and denied coaching applicants as they become available. Any individual whose background check is denied will not be allowed to function in any of the aforementioned capacities with the league program.
3. League agrees that anyone in violation of MPPRD Code of Ethics and is disciplined accordingly has the right to appeal before the MPPRD Advisory Board. Likewise, anyone disciplined by a league for infractions of said league's rules and/or bylaws has the right to appeal before the MPPRD Advisory Board. Any and all decisions made by the board will be final and will be enforced by the MPPRD.
4. League agrees to pay all umpires/officials at competitive rates.

5. League agrees to pay all scorekeepers/field attendants for any other league-sponsored activities, functions, or events outside of this time period at a rate of no less than minimum wage.
6. League agrees to pay any law enforcement and/or emergency personnel which they request to attend games/functions.
7. League agrees to submit all tax-related information to appropriate county, state, and/or federal agencies for accountability purposes and that this is the league's responsibility as an independently-operated body.
8. League agrees to abide by and enforce all MPPRD rules and regulations.
9. League agrees to abide by and enforce the following policies:
  - a. Sports Field Inclement Weather Policy
  - b. Field Playability Policy
  - c. Scheduling Policy
  - d. Code of Ethics
10. League Board Members will handle all scheduling of games, activities, functions and tournaments at all MPPRD facilities. Schedules created must be approved by the MPPRD Department before the season can begin. Schedules will be approved based on facility availability.
11. League agrees to work cooperatively with MPPRD on all issues, concerns, and functions regarding league activities and overall operations.
12. MPPRD may institute caps on programs based on facility availability and staffing.
13. MPPRD as well as League staff will help maintain all park facilities.
14. MPPRD reserves the right to cancel, alter, change, postpone, or reschedule any and all league functions if situations occur that require implementation of the MPPRS Sports Field Inclement Weather Policy, Emergency Procedures, or Field Playability Policy.
15. League agrees to provide an organized training program/orientation process for all coaches.
16. League agrees to have a board representative attend an annual League Presidents meeting. Leagues and/or MPPRD Advisory Board can request league board training through MPPRD if needed or if administrative concerns are found to be warranted.
17. League agrees to communicate in a professional and courteous manner with all spectators, participants, parents, patrons, officials, and MPPRD staff/employees.
18. League may conduct concessions on MPPRD properties with permissions from the MPPRD Director. If approved, said league will provide its own power source for large concession trailers, food trucks, etc. and will not tap into any MPPRD power sources in facilities around ball field complexes or score booths for these. Leagues will not unplug vendor drink machines under contract with MPPRD. League representatives will obtain a

Health Department permit to sell any food cooked on event premises and will provide MPPRD with a copy of said permit in advance of event.

19. MPPRD reserves the right to change, alter, and/or add to this charter agreement requirements in regards to providing a safer, more constructive environment for all patrons.

By signing this, the League agreeing to all terms and conditions of the MPPRD.

\_\_\_\_\_  
League President

\_\_\_\_\_  
Date

\_\_\_\_\_  
League Vice-President

\_\_\_\_\_  
Date

\_\_\_\_\_  
League Treasurer

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parks and Recreation Director

\_\_\_\_\_  
Date