



Catholic Youth Athletics Organizations (e.g. “Boosters,” “Athletics Board,” etc.) of Parishes and Non-Parish Catholic Schools

Charter Compliance Process & Official Response Form

Introduction: Catholic Youth Athletics furthers the mission of the Catholic Church by providing sports experiences for youth that are firmly rooted in the Catholic faith tradition, based on the goals of Catholic youth ministry, and aligned with the evangelizing mission of the Catholic Church. (Charter Mission Statement, Section 1.2). The Archdiocese of Cincinnati and its Youth Athletics Commission provides this compliance process to assist leagues that serve primarily Catholic parishes and schools in fulfilling this mission. The athletics organizations of our parishes, and non-parish Catholic schools, are the heart and soul of Catholic Youth Athletics, where the Catholic identity of participants, coaches and teams is authentically affirmed, modeled, and lived out. The Archdiocese of Cincinnati Charter on Catholic Youth Athletics, in section 6.1.1, identifies the parish (and non-parish school) athletics organization to be:

- An integral part of the mission, ministries, and life of the parish, or non-parish school;
- Committed to that mission above and beyond other considerations;
- Under the direct authority of the Pastor (parish) or principal (non-parish school);
- Part of the youth ministry of the Catholic Church, with leaders, coaches, adult volunteers, and parents who understand the youth ministry mission of Catholic Youth Athletics;
- Guided by the mission, goals and principles of the Charter;
- A source of inspiration, character development, virtue and Catholic Christian behavior that ideally will be beyond reproach.

To assist in achieving this mission and these goals, the Charter calls for each Athletics Organization (e.g., “Boosters,” “Athletics Board,” etc.) to have “Organizational Documents” that set down their mission, goals, principles, policies and procedures in writing.

The Archdiocese of Cincinnati Charter on Catholic Youth Athletics is available online here: <http://www.catholiccincinnati.org/ayatf/>. Print versions are available from your regional Office of Youth & Young Adult Ministry.

Proceed to next page >>>

Important Advance Work: Since the Charter was first available in March, 2014, many of our athletics organizations have been hard at work bringing their respective “Organizational Documents” into alignment with the provisions of the Charter. These steps have been helpful to them in preparing for the Charter compliance process, and are recommended to any athletics organization leaders who haven’t yet begun.

- Review the entire Charter, with special attention to sections 1, 4, 6, 7 & 8.
- Discuss the mission, goals and principles of the Charter with your pastor (or principal, in the case of athletics organizations of non-parish schools),
- Review the elements of the Charter that are already in effect: the Decree on Child Protection; state law on concussions; policy on Sundays, Triduum and Religious Education; transportation policies; and the Code of Conduct, to ensure that these are in effect.
- Identify who will lead the task of aligning the “Organizational Documents” (the handbook, constitution, by-laws, policies, guidelines, etc.) of your athletics organization with the Charter. Details on specific items that will need to be included are provided on pp. 5-7.

We’re especially sensitive to our smaller parishes and their athletics organizations that may well need some assistance with the compliance process. Commission members, once the Commission is launched, will be happy to help. Leaders of any athletics organization serving our children, their parents, families, parishes and schools are most welcome to contact the Commission for assistance, normally via the staff of the Office of Youth & Young Adult Ministry:

Cincinnati Region:

- Dr. Sean Reynolds, sreynolds@catholiccincinnati.org, 513-421-3131, x. 2740
- Bob Wurzelbacher, bwurzelbacher@catholiccincinnati.org, 513-421-3131, x. 2742

Dayton/North Region:

- Tim Colbert, tcobert@catholiccincinnati.org, 937-223-1001, x. 5050

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Proceed to next page >>>

Instructions: Athletics organization leaders should use this response form to review and amend if necessary their "Organizational Documents" so as to ensure that they clearly include those provisions required by the Archdiocese of Cincinnati Charter on Catholic Youth Athletics. Specifically, the leaders will:

1. Review the Charter, with special attention to the "Charter Reference" items listed in the left column in the chart on pp. 5-7.
2. Incorporate into their "Organizational Documents" all required provisions not currently included;
3. Complete and submit the following compliance materials to the Archdiocesan Youth Athletics Commission by or before March 15, 2015:
 - a. The completed "Response Form" chart below, including page numbers and specific citations (e.g., "p. 1, section 1.1.1, or "p. 2, section 2.a") where a particular item appears in "Organizational Documents," AND
 - b. A paper copy of the Athletics Organization's "Organizational Documents" with specific referenced items marked and clearly indicated (e.g., "A. Mission here;" or "C. Scheduling criteria here," to assist the Commission members in their review process.)
4. Send the completed and signed Response Form (pp. 4-8) along with the marked "Organizational Documents" **by or before March 15, 2015** to:

**Athletics Organization Compliance Process
Youth Athletics Commission
Office of Youth & Young Adult Ministry
Archdiocese of Cincinnati
100 E. 8th St., Cincinnati, OH 45202**

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Proceed to next page >>>

Parish (or Non-Parish School) Athletics Organization Official Charter Compliance Response Form

Important: This official response form is intended as a companion piece to the Archdiocese of Cincinnati Charter on Catholic Youth Athletics. It's the responsibility of athletics organizations and their leaders to be knowledgeable about the Charter in its entirety so as to competently serve Catholic Youth Athletics in the Archdiocese. Those sections specifically referenced in the far left column in the chart below identify the required provisions that need to be incorporated into the organizational documents of all parish (or non-parish school) athletics organizations such as "Boosters" or "Athletics Boards." *Important: if the "Organizational Documents" of your organization are solely available online and cannot conveniently be reproduced in a printable format, email sreynolds@catholiccincinnati.org for an alternative electronic compliance process.*

Section One. Parish (or Non-Parish School) Athletics Organization Information:

Parish or School	Name of Athletics Organization (if different from parish or school)	City, Zip
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Person responsible for completing and submitting this response form and Organizational Documents:

Name: _____ Phone: _____

Approved by Pastor (or Non-Parish School Principal):

Signature	Date
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(Please print name) _____

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Proceed to next page >>>

Section Two. Compliance Verification: *(Directions in third bullet point, in bold.)*

- CHARTER REFERENCE COLUMN: Contains the specific location in the Charter of required provisions.
- INFORMATION COLUMN: A summary of the content of the referenced Charter section(s).
- **PAGE(S) & CITATION(S) COLUMN: Identify page/section/number(s) in your “Organizational Documents” where that information is located, and note the corresponding Charter reference in your “Organizational Documents” that you intend to submit.**
- COMMISSION APPROVAL COLUMN: Leave this column blank, for Commission use ONLY.

CHARTER REFERENCE	INFORMATION <i>Important: These summary statements don't substitute for the actual specific provisions of the Charter. If you wish, you can use the letters "A", "B", "C," etc. below to note the location of these in the organizational documents you submit.</i>	PAGE(S) & CITATION(S) <i>Identify below the page/section/number (or whatever nomenclature you use) in your “Organizational Documents” where that information is located.</i>	COMMISSION APPROVAL (leave blank)
CATHOLIC IDENTITY			
1.1-1.3.2, pp. 7-9	A. Incorporate the Mission, Goals and Guiding Principles of the Charter.		
5.2.6, p. 26	B. Incorporate the Charter Scheduling Policies (currently in full effect).		
6.1.1, p. 30	C. Incorporate the Description of the Role of Catholic Athletics Organizations.		
6.2.2, p. 31	D. Incorporate the Description of the Ministry Mission of the Athletics Organization.		

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6.2.3.a, pp. 31-32	E. Incorporate the Description of the Role of the Parish or School Liaison.		
6.2.3.b, p. 32; 6.2.3.d, p. 32	F. Incorporate the Description of the Accountability to the Pastor (or Principal of a non-parish school) for resources, finances, building and insurance.		
6.2.14, pp. 36-37	G. Incorporate the Description of the Role of Spiritual Liaison.		
ELIGIBILITY, PLAYING TIME & CHILD PROTECTION			
4.1-4.5, pp. 16-24	H. Incorporate provisions for Children in Catholic Youth Athletics (note: 4.3.2 on concussions is currently in full effect.)		
4.3, pp. 18-20	I. Incorporate provisions for Safety and Well-Being of Children (note: Decree on Child Protection is currently in full effect).		
COACHES			
6.2.9, p. 33	J. Incorporate provisions for Coaches.		
6.2.10, pp. 33-34	K. Incorporate provisions for Coach Recruiting and Selection.		
6.2.11, pp. 34-35	L. Incorporate the Minimum Requirements for Coach Preparation.		
BEHAVIORAL EXPECTATIONS			
6.2.12, p. 35; 8.2, pp. 43-44	M. Incorporate the Charter Code of Conduct (note: currently in full effect).		

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