

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36
37
38
39
40
41
42
43
44

Suburban Friendship League

Frequently Asked Questions – Tournament

November 11, 2009

The following are a list of Frequently Asked Questions relating to the SFL tournament. While we attempt to keep this information consistent with the rules, sometimes through unintentional oversight, some inconsistencies may occur. In these cases, the rules are used to resolve any inconsistencies. The questions are broken down into the following topics:

- Roster challenges.
- General tournament requirements.
- Tournament formats.
- Establishment of tournament divisions.
- Locating complete tournament game schedules for a team.
- Ranking teams in tournament divisions.
- Site coordinator and division commissioner responsibilities.
- Trophies

Roster Challenges

Note: The Frequently Asked Questions on Rosters contains additional information that may be useful to handling roster issues.

Question: The other team we are playing showed up without a roster. Am I allowed to declare a forfeit or do I need to check with the SFL first and what happens if I decide to play the game anyway?

Response: Rosters are required for all games. If the other team shows up without a Team Roster for a tournament game, then the SFL recommends that a forfeit be declared and both teams should leave the field. In other words, the teams should not use the game as a scrimmage. If the teams agree to play anyway, then no forfeits can be assessed for the team not having a roster.

1 **Question:** What is the process for challenging the other team's roster?
2

3 **Response:** The process for challenging a team's roster is discussed in the rules and the
4 Frequently Asked Questions on Rosters. Coaches should have a copy of the SFL
5 rules and procedures at each game so that in the event that a roster challenge is
6 necessary, the correct procedure can be followed by the coaches and referee.
7

8 **Question:** I have heard from another team that the team we are playing in the tournament has
9 one of more players that do not appear to meet the age criteria and/or do not belong
10 on that team. What can I do to ensure that the players on the other team belong on
11 that team and meet the appropriate age criteria?
12

13 **Response:** Regardless of your concerns, the game should be played. If you have a question on
14 whether the Team Roster you receive from the other team is valid, you should
15 contact the SFL at 703-476-6611 and the SFL can compare the names and birth
16 dates on the Team Roster against the Master Player Roster submitted by the club. If
17 you have a question on whether one or more players on the field are the same as
18 those on the Team Roster, then you should request a roster challenge.
19

20 **Question:** I just looked out on the field and saw a player whose number does not appear on the
21 roster. Can I declare a forfeit?
22

23 **Response:** No. The SFL should be contacted at 703-476-6611 for instructions. Generally, the
24 instructions will be to (1) complete the game and (2) conduct a roster challenge at an
25 appropriate time such as half time or at the end of the game. The SFL will decide
26 whether a forfeit should be assessed.
27

28 **Question:** The other coach pointed out that one of my players has a number that does not agree
29 with my roster and has told me that I have to forfeit the game. Is this correct?
30

31 **Response:** No. The SFL will decide whether a forfeit should be assessed. The SFL should be
32 contacted at 703-476-6611 for the process that should be followed.
33

34 **Question:** One of my players showed up wearing an old jersey whose number does not agree
35 with my roster. What should I do?
36

37 **Response:** The Frequently Asked Questions on Rosters (Team Roster Questions section)
38 discusses how this should be handled.
39
40

1 **General Tournament Requirements**

2
3 **Question:** What are the general requirements for holding the tournament?

4
5 **Response:** Several factors affect whether a tournament will be held as discussed below.

- 6
7
- 8 • **Adequate fields and officials must be available to support the tournament –**
9 The clubs are required to provide adequate information to make this
10 determination at the start of each season and confirm the early season
11 information prior to the tournament scheduling efforts. If adequate fields and
12 referees are not provided at either of these times, the SFL will make no attempts
13 to schedule a tournament.
 - 14 • **Adequate number of regular season games must be played –** The tournament
15 will only be scheduled if a majority of the regular season games can be played
16 before the tournament scheduling process is expected to begin. If weather or
17 other circumstances do not allow a majority of games to be played by the time
18 that the tournament scheduling process normally begins, the tournament will not
19 be scheduled and the tournament weekend will be used to make up games.
 - 20 • **Weather on the tournament game days –** Acceptable weather must be present
21 that allows the tournament games to be played.
22
23

24 **Question:** What does “acceptable weather must be present that allows the tournament games to
25 be played” mean?

26
27 **Response:** If any tournament game in a tournament division is cancelled then all remaining
28 tournament games in that division are cancelled and no trophies are awarded in most
29 cases. The discussion below in the “Trophy” section provides more information on
30 this subject.

31
32 **Question:** In the rules, it states that a tournament game terminated in the first half because of
33 weather conditions, then the game results at the time of termination are used. Does
34 this termination mean that all remaining tournament games in that tournament
35 division are cancelled and what happens if the game is tied and the tournament
36 division is using the single elimination format?

37
38 **Response:** Assuming that no other tournament games are cancelled due to weather, then the
39 remaining games can be played. For example, assume that the last game on
40 Saturday for a tournament division is cancelled 15 minutes into the first half. The
41 game results at the time of termination are used and the Sunday games can be played
42 as scheduled. Regarding what happens if this shortened game ends in a tie and the
43 game must have a winner, then the SFL should be contacted to determine what
44 process will be used to resolve the tie.

1 **Question:** What does “majority of the regular season games can be played” mean?
2

3 **Response:** A majority of regular season games will be considered played if scores have been
4 received for 80 percent of the games that were originally expected to played at the
5 start of the season by the tournament scheduling date. For example, if the SFL has
6 500 teams then about 250 games can be expected to be played each game week. If,
7 on average, less than 200 games are played each week before the tournament
8 scheduling process begins, then the tournament will not be scheduled and the
9 weekend reserved for the tournament will be used to make up games.
10

11 **Question:** How are forfeits caused by rescheduling problems and failures to provide rosters
12 considered when determining whether the tournament will be scheduled?
13

14 **Response:** Forfeits caused by rescheduling problems are not considered games played for the
15 purpose of determining whether the tournament will be scheduled. For example, if
16 Team A was awarded a forfeit because a game was cancelled due to weather and an
17 adequate slot was not available to make up the game (see the Game Scheduling
18 FAQ), then the game will not be considered played for purposes of determining the
19 number of games that have been played. On the other hand, if Team B was awarded
20 a forfeit because Team A did not have a roster, then Team A and Team B would be
21 given credit for a game played. As noted elsewhere, although this forfeit counts
22 towards the games played, it does not count for tournament division ranking
23 purposes.
24

25 **Question:** What process is used to determine the tournament size and whether all teams that
26 want to play in the tournament are allowed to play?
27

28 **Response:** The size of the tournament and teams allowed to play are based on the clubs’ ability
29 to support the tournament. This decision is made at the start of the season and is
30 based on the commitments made by the clubs to provide the necessary fields and
31 referees necessary to conduct a tournament. Essentially, if a club provides adequate
32 fields and officials for its teams, then its teams will be scheduled for the tournament.
33 The Process Used to Determine the Tournament Size and Teams Eligible to Be
34 Considered for the Tournament document on the SFL Documents page
35 (www.sflsoccer.org/proctoursize.pdf) provides specific details on the process used to
36 determine the number of teams that will be scheduled for the tournament and,
37 assuming all teams cannot be supported, how teams are eliminated from the
38 tournament scheduling process.
39
40
41
42
43
44

1 **Question:** If a club cannot provide sufficient fields and officials to support its teams, what
2 process is used to eliminate its teams?
3

4 **Response:** The SFL contacts the applicable SFL Club Representative and is asked to assign a
5 priority to each team in each age group. The SFL will use this information to
6 determine which teams will play in the tournament. The SFL Club Representative is
7 not required to provide an overall priority for the club's teams. For example, if a
8 club has 5 teams in each age group and has 6 age groups, then the SFL Club
9 Representative should provide a list for each age group showing the priority (1 to 5)
10 for each team. The SFL Club Representative is not required to rank the 30 teams
11 from 1 to 30. The SFL will determine which age groups will be scheduled.
12

13 **Question:** Assuming that the SFL Club Representative is asked to rank the teams for the SFL
14 so that the SFL knows which teams should be eliminated, what factors should be
15 considered by the SFL Club Representative?
16

17 **Response:** The first thing the SFL Club Representative should do is determine whether any
18 team is not planning on participating in the tournament. Clearly if the coach cannot
19 field a team this team should be eliminated from even being considered for the
20 tournament. The SFL should also be immediately notified to avoid any potential
21 scheduling problems. In making a decision on the priority that should be assigned to
22 the remaining teams, the SFL Club Representative should also confirm that the
23 coaches of the remaining teams are willing and able to (1) act as the division
24 commissioner for a tournament division and fulfill the responsibilities outlined for a
25 division commissioner and (2) pick up trophies for the tournament site. If a coach
26 cannot, is not willing, or unable to perform tournament division commissioner
27 responsibilities and pick up trophies, then that team should be given a lower priority.
28 In addition, the SFL should be notified of these limitations to ensure that this coach
29 is not asked to perform these duties.
30

31 **Question:** Once the SFL notifies the SFL Club Representative that some of its teams may not
32 be scheduled for the tournament because of field and referee availability, is the SFL
33 Club Representative notified of the specific teams that will not be scheduled for the
34 tournament?
35

36 **Response:** Yes. During the scheduling process, the SFL will determine which teams will
37 actually be scheduled as discussed elsewhere in this section. This will be primarily
38 based on field and referee availability and the priority assigned to a given team by
39 that team's SFL Club Representative. The SFL Club Representatives are notified of
40 any teams not selected for tournament play before the tournament schedule is
41 published.

1 **Tournament Formats**
2

3 **Question:** I noticed that the SFL has two tournament formats – round robin where all teams
4 play each other and single elimination. Why not use round robin format for all the
5 tournament divisions so that the kids can play more games?
6

7 **Response:** The clubs are unable to support a tournament where all teams play in tournament
8 divisions using the round robin format due to field and referee availability. For
9 example, during the Fall 2007 tournament several clubs were unable to provide
10 enough Sunday time slots to support their teams using the adopted format. Adopting
11 a the round robin approach would have required even more Sunday slots.
12 Accordingly, we have no other option than to adopt the “split format” where most
13 teams play in a single elimination tournament. In past seasons we have tried a
14 number of different approaches to address the problem of fields and officials
15 including having shorter tournament games. However, after evaluating the various
16 alternatives the clubs adopted the current approach. We welcome any suggestions
17 on how to improve the process.
18

19 **Question:** How do I know what type of tournament format applies to my team?
20

21 **Response:** A tournament letter is prepared and posted on the web site on the SFL Documents
22 page (www.sflsoccer.org/sfldocs.htm). This letter lists the round robin tournament
23 divisions.
24
25

1 **Establishment of Tournament Divisions**

2
3 **Question:** When are teams ranked for the tournament divisions?

4
5 **Response:** The tournament ranking will normally be based on the results through the fifth or
6 sixth game.

7
8 **Question:** Ranking teams after the fifth or sixth week means that all of a team's regular season
9 game results are not used to determine the tournament divisions. In most cases, this
10 means that a team will play at least 1 and probably 2 games after it is seeded for the
11 tournament. Why not wait until all the regular season games are played or at least
12 until it has played all but one game?

13
14 **Response:** The SFL is a large organization and scheduling the tournament is a massive
15 undertaking. Using the Fall 2007 tournament as an example, over 475 teams were
16 scheduled on over 60 fields in less than a two week period. The following provides
17 the time line used for the tournament scheduling process:

- 18
19
- 20 • On the Tuesday following the last game week used to determine the tournament
21 divisions, the teams are ranked and provided to the SFL Age Group
22 Commissioners for review. This process begins on Tuesday since many scores
23 are not received until Monday even though we specifically ask teams to report
24 scores as soon as possible.
 - 25 • By Friday or Saturday, teams have been ranked and assigned to a tournament
26 game field. This ends week one.
 - 27
28 • By Sunday or Monday, the tournament schedules are developed and sent to the
29 clubs for review to ensure that (1) the field slots used are consistent with those
30 provided to the SFL, (2) adequate referees can be provided to support the games
31 scheduled, and (3) the tournament division commissioner assignments and
32 information are correct. The clubs use this information to make the final referee
33 assignments for the games which give the referees about one week's notice on
34 the games they are expected to cover.
 - 35
36 • By Wednesday or Thursday, the tournament schedules are posted so that the
37 coach will be able to provide the team's schedule to his or her team at the last
38 regular season game. We have found that most coaches would like at least a
39 week's notice on their tournament game schedule.
 - 40
41 • We are now at the weekend before the tournament. During this weekend, the
42 trophies are received, labels placed in the boxes, and sorted by tournament site so
43 that the SFL Club Representatives for each tournament site can pick up the

1 trophies. During the Fall 2007 tournament, over 225 boxes or trophies were
2 processed.

- 3
- 4 • During the week before the tournament, the SFL Club Representatives picks up
5 the trophies from the SFL and distributes them to applicable tournament division
6 commissioners.
- 7

8 We have generally found that the tournament divisions are competitive which is the
9 purpose of the tournament. For example, in most seasons well over 50 percent of the
10 games end in ties or have a 1 goal difference in the scores. Furthermore, the
11 tournament results are used in ranking the teams for regular season results.

12

13 **Question:** Has the SFL ever reviewed other options and the process used for scheduling the
14 tournament?

15

16 **Response:** Yes. After the Fall 2006 season the SFL was asked to review the processes to
17 schedule and conduct the tournament. The documents developed during this effort
18 can be found in the Tournament Methodology Used for the Fall 2006 Season section
19 on the SFL Documents page (www.sflsoccer.org/sfldocs).

20

21 **Question:** What is considered to be the ideal tournament division size?

22

23 **Response:** A tournament division consisting of 4 teams is considered to be ideal for a number
24 of reasons. However, as discussed elsewhere, when teams are ranked for tournament
25 divisions, the ranking process may, and often does, result in tournament divisions
26 consisting of only 3 teams or more than 4 teams.

27

28 **Question:** How are teams ranked when determining tournament divisions?

29

30 **Response:** Tournament divisions for all practicable purposes are established based on game
31 point percentage and teams with comparable game point percentages are generally
32 placed in the same tournament division. This is why a tournament division may
33 consist of only 3 or more than 4 teams. For example, assume that 6 teams are
34 undefeated when the tournament divisions are established, all 6 teams would be in
35 the same tournament division since they had the same game point percentage. The
36 Team Ranking FAQ (www.sflsoccer.org/faqteamrank.pdf) provides additional
37 information on how the game point percentage is computed.

38
39
40
41
42
43
44

1 **Question:** Are the forfeit and late call penalties used by the SFL in calculating the tournament
2 ranking used to establish the tournament divisions?
3

4 **Response:** The goal of the tournament is to have teams of comparable abilities play each other.
5 Accordingly, forfeit and late call penalties are eliminated when calculating a team's
6 standing. For example, assume a team that has not lost any games is scheduled to
7 play a team that has won no games and is required to take a scheduling forfeit. In
8 this example, the team receiving the forfeit may be moved down and end up playing
9 weaker teams while the team that won by forfeit may be moved up a tournament
10 division and end up playing stronger teams. Eliminating the forfeit and late call
11 penalties when determining the tournament divisions eliminates these kinds of
12 problems.

1 **Locating Complete Tournament Game Schedules for A Team**

2
3 **Question:** I have received a notice that the tournament game schedules have been posted to the
4 web site. However, when I look at my team’s game schedule, I only see one game
5 scheduled. I thought that teams could play more than one game. How do I know all
6 the games that my team can play?
7

8 **Response:** The approach used for scheduling most tournament games does not allow for the
9 complete tournament schedule to be shown initially on a team’s individual schedule
10 for most teams. In many cases, only the first game is shown on the individual team
11 schedule. Therefore, it is very important that a team use the tournament team
12 division schedule shown under the appropriate age group to plan its activities. The
13 following describes how to find tournament division schedule for a given team.
14

- 15 • Go to a team’s individual team schedule and find the tournament game(s)
16 scheduled for the team. The tournament games can be identified by the number
17 of digits in the game reference number. Tournament games have 6 digits while
18 regular season games have either 4 or 5 digits.
19
- 20 • Use the middle 2 digits of the game reference number to determine the
21 tournament division. For example, game reference number 440501 indicates that
22 the team is playing in tournament division 5 while game reference number
23 361103 indicates that the tournament division is 11.
24
- 25 • Review the game schedule for the applicable tournament division on the
26 tournament division page. The link to this page can be found near the bottom of
27 our Age Group Information Page (www.sflsoccer.org/team.htm).
28

29 The web site (www.sflsoccer.org/tourdiv.htm) also contains these instructions.
30

31 **Question:** What is meant by “Game 1 Winner” and “Game 4 Loser”?
32

33 **Response:** The way that you know which team is associated with a given game number is to
34 look at the last number in the game reference number. For example, if Team A and
35 Team B play in game reference number 420501, then the winner of this game is the
36 “Game 1 Winner”.
37

38 It is important to remember that the game reference number rather than the order of
39 the games shown in the schedule is what determines the game. For example, game
40 reference number 420502 may be scheduled to play at 10:00 AM and is shown first
41 on the game schedule since game reference number 420501 is scheduled to play at
42 11:30 AM. However, game reference number 420501 is still Game 1 and the winner
43 of that game will be the “Game 1 Winner”.
44

1 **Question:** What is meant by “To Be Determined” (TBD) and how do I know which game my
2 team plays?
3

4 **Response:** This designation is generally used when a tournament division (1) uses the round
5 robin format and (2) consists of 5 teams. In a 5 team round robin tournament
6 division, each team plays 2 games on Saturday. After all the Saturday results are
7 known, the teams are ranked and the lowest ranked team is eliminated from
8 Sunday’s games. The tournament package contains a schedule that shows the
9 Sunday game schedule that should be used by the remaining 4 teams based on the
10 team that is eliminated. This schedule is also shown on the web site under SFL
11 Documents (www.sflsoccer.org/5teamdiv.pdf).
12

13 **Question:** What is meant by “Winner Group 1” (WG1) and “Loser Group 1”?
14

15 **Response:** The SFL designs the top tournament divisions in each age group in such a manner
16 that the first and second place team are determined by tournament game results.
17 This approach, using the traditional round robin format, can only support 5 or fewer
18 teams. Accordingly, when the top tournament divisions consist of more than 5
19 teams, another approach must be taken to achieve this objective. In these cases,
20 special tournament divisions are created with mini groups. The tournament letter
21 (which can be found on www.sflsoccer.org/tourltr.pdf) will explain how these
22 special divisions are created and the teams contained in each group should they be
23 required. The most common form of a special division contains 6 teams. When six
24 teams are in a round robin division, 2 mini groups are created within the division.
25 The winners of these two groups on Saturday play for first and second place on
26 Sunday while the second place teams in each group play for third place on Sunday.

1 Ranking Teams In Tournament Divisions

2
3 **Question:** How are teams ranked in round robin tournament divisions?
4

5 **Response:** When the tournament schedule is played as expected and teams within a tournament
6 division are scheduled using the round robin format, they are ranked in the following
7 order: (1) tournament game points, (2) head to head competition (including regular
8 season games if they have played each other), (3) tournament bonus points, (4) least
9 goals allowed during the tournament, (5) whether the team received a regular season
10 award (if applicable), (6) least goals allowed during the regular season, and (7) shoot
11 out. A 3 or 4-way tie is broken in the following order: (1) tournament bonus points,
12 (2) least goals allowed during the tournament, (3) whether the team received a
13 regular season award if applicable), (4) least average goals per game allowed during
14 the regular season, (4) regular season game point percentage, and (5) coin flip. After
15 one team is eliminated, then the remaining teams will be ranked by starting at the top
16 of the appropriate tie breakers.
17

18 **Note:** Normally only the Under 19s are provided regular season awards.
19 Furthermore, coaches should ensure that a shoot out is not required before
20 dismissing their players.
21

22 **Question:** Why are regular season results used in the head to head competition tie breaker?
23

24 **Response:** The tournament is considered an extension of the regular season whose primary
25 purpose is to have teams of comparable ability play each other. Using regular
26 season results encourages a team to play all of its games and makes the regular
27 season games meaningful.
28

29 **Question:** How are teams ranked in single elimination tournament divisions?
30

31 **Response:** When the tournament schedule is played using the single elimination format and all
32 the games are played, the teams are ranked as follows:
33

- 34 • **Three, Four, Five Team Divisions** – The winner of the final game receives the
35 first place trophies while the loser receives the second place trophies.
36
- 37 • **Six Team Divisions** – In 6 team divisions, the two teams winning the second
38 round games, play for first and second place trophies with the winner of this
39 game receiving the first place trophies and the loser receiving the second place
40 trophies. Fields and officials permitting, another game to decide the winner of
41 third place trophies will also be played. The teams playing in the game to
42 determine who wins the third place trophies are the losers of the second round
43 games.
44

1 **Question:** What happens if a game is tied at the end of regulation play?
2

3 **Response:** How ties are handled depends on the type of tournament division. Each of these are
4 discussed below.
5

6 **Round robin tournament divisions** – Games may end in a tie.
7

8 **Single elimination tournament divisions** – Should a game be tied at the end of
9 regulation play, then a shoot-out will be conducted. The winner of a shoot out will
10 be awarded one goal to their game score regardless of the number of goals scored in
11 the shoot out. For example, if the game score is tied 2 – 2, and one team scored 5
12 goals during the shoot out while the other team scored 3 goals, then the final game
13 score will be 3 – 2 with the team winning the shootout having the 3 goals.
14

15 **Question:** How are shoot-outs conducted and what rules apply?
16

17 **Response:** When a game is tied at the end of regulation and that game is expected to be settled
18 through a shoot-out (e.g., games played in single elimination tournament divisions),
19 then a shoot-out will be immediately conducted using the FIFA Procedures to
20 Determine the Winner of A Match – Kicks from the Penalty Mark will apply in
21 accordance with applicable USSF guidance, except as noted below.
22

- 23 • **Players who participate in the shoot out** – If the tournament is scheduled as a
24 single elimination tournament, then only the players on the field at the end of the
25 game may participate in the shoot out. This is consistent with the FIFA rules. If
26 a shoot out is required for some other reason, such as to determine the ranking of
27 teams who are not playing each other in the final games, then the coaches may
28 select the 11 players who will participate in the shoot out. This rule is very
29 rarely used and generally only applies in tournament divisions scheduled using a
30 round robin format where all other tie breakers have been exhausted.
31

32 **Note:** If a team is playing down or has been red-carded, the other team needs to
33 down-select to an equal number.
34

- 35 • Coaches may stay with the players in the midfield circle.
36
37
38

1 Site Coordinator and Division Commissioner Responsibilities

2
3 **Question:** What are the responsibilities of the Site Coordinator and who normally performs this
4 role?

5
6 **Response:** Generally, the Site Coordinator is the SFL Club Representative for the club hosting a
7 given tournament site. For example, when Sterling provides tournament game fields,
8 the Sterling SFL Club Representative is assigned as the Site Coordinator. The
9 following are the responsibilities of the Site Coordinator.

- 10 • Provides the fields, nets, and ensures that fields are properly lined.
- 11
- 12 • Provides officials for the fields.
- 13
- 14 • Arranges for the delivery of trophies from Reston to the tournament site.
- 15
- 16 • Notifies the SFL Commissioner (703-406-8550), SFL Administrator
- 17 sfl@sflsoccer.org or 703-476-6611, and the tournament Division Commissioners
- 18 for their site in case of game cancellations due to the weather.
- 19

20
21 **Question:** What are the responsibilities of the Division Commissioner and who normally
22 performs this role?

23
24 **Response:** The Division Commissioner is normally the coach of the team playing on their
25 club's field. For example, if Fairfax 1 is playing on a Fairfax field, then the coach of
26 Fairfax 1 is normally the Division Commissioner. The SFL Club Representatives
27 confirm that the individuals assigned this role should be assigned it. The following
28 are the duties of the Division Commissioner.

- 29 • Prepares a game board for his or her division and ensures that the scores are
30 posted. If the division commissioner's team loses, then the board is given to the
31 new division commissioner who assumes this responsibility. In some cases, the
32 division commissioner's team may not play until later in the day. Therefore, the
33 game board may not be available until the division commissioner's team plays its
34 game. The web site has an example of a game board on the SFL Documents
35 page (www.sflsoccer.org/gamebrd.pdf).
- 36
- 37 • Notifies the teams in their division of game cancellations. In the case of
38 inclement weather, the Division Commissioner should also notify the teams in
39 their tournament division if the games are going to be played. This responsibility
40 remains with assigned Division Commissioner even if the Division
41 Commissioner's team loses before the final tournament division game.
- 42
- 43

- The Site Coordinator is responsible for making arrangements to pick up the trophies for the tournament division. The Division Commissioner should make sure that (1) the trophies for the tournament division are picked up and (2) arrangements have been made to obtain the trophies for the tournament division.
- In the case of teams playing the “round robin” tournament format, determines the final team rankings for the division. The actual process used to rank teams in round robin divisions is discussed elsewhere in this document.

Question: Are Site Coordinators or Division Commissioners required to collect the team rosters?

Response: Neither the Site Coordinator nor the Division Commissioner are responsible for collecting rosters. However, just as during the regular season, each team is required to present their roster to the other team **BEFORE** the start of their game. **IF A TEAM DOES NOT HAVE A ROSTER, THAT TEAM FORFEITS THE GAME**, the referee is notified that the game will not be played, and both teams leave the field of play.

Question: I am the Division Commissioner for a round robin tournament division. Can I get help to make sure that the teams are properly ranked?

Response: Yes. During the tournament weekend, someone normally can be found to help resolve issues such as ranking teams by calling 703-476-6611. We also suggest asking the other coaches in the division to review the results. If any conflicts arise, then simply contact the SFL. Please take great care in recording the game scores and computing the bonus points and goals allowed. In a previous season, a Division Commissioner improperly computed his own team’s standing and ranked his team third instead of second.

Question: My team is in a single elimination tournament division. I know that the Division Commissioners are responsible for handing the trophies and although I am not a Division Commissioner, I seem to recall that I may be responsible for handling the trophies. What does this mean and how does it work?

Response: Under the single elimination format, each coach can potentially become a Division Commissioner so you need to plan accordingly. Each tournament division is assigned an initial Division Commissioner. The initial Division Commissioners are shown in the tournament package. Basically, these individuals are responsible for (1) notifying the other teams in their division if the games are cancelled due to weather or have to be relocated for other reasons and (2) handing out the trophies. However, when the tournament Division Commissioner’s team loses and is not playing in the final game, the trophies become the responsibility of the coach who advances. (The notification of game cancellations remains with the original Division

1 Commissioner.) In addition, in a six team division, one of the coaches who will play
2 for third place trophies also becomes a Division Commissioner.

3
4 A coach becomes a division commissioner when (1) the coach's team beats the
5 assigned division commissioner's team before the final game, or (2) a coach's team
6 loses to the division commissioner's team in a six team division and becomes
7 eligible to play for third place. While this is not overly complicated, it does require
8 preparation and communication. The following examples are provided to illustrate
9 several situations.

10 **Example 1 – Four Team Division**

11
12
13 Team A is the division commissioner's team and loses to Team B in the first round.
14 The coach for Team B becomes the division commissioner and makes arrangements
15 to get the tournament trophies so that they will be available for the championship
16 game.

17 **Example 2 – Five Team Division**

18
19
20 Team A is the division commissioner's team and loses to Team B in the first round.
21 The coach for Team B becomes the division commissioner and makes arrangements
22 to get the tournament trophies. However, Team B loses to Team C in the second
23 round game. The coach for Team C becomes the division commissioner and makes
24 arrangements to get the tournament trophies so that they will be available for the
25 championship game.

26 **Example 3 – Six Team Division**

27
28
29 Team A is the division commissioner's team and loses to Team B in the first round.
30 The coach for Team B becomes the division commissioner and makes arrangements
31 to get the tournament trophies. However, Team B loses to Team C in the second
32 round game. The coach for Team C becomes the division commissioner for the
33 championship game and makes arrangements to get the first and second place
34 tournament trophies so that they will be available for the championship game. The
35 coach for Team B retains the third place trophies for the third place game which
36 matches the losers of games 3 and 4.

37 **Example 4 – Site Coordinator Keeps Trophies**

38
39
40 In some cases, the site coordinator is keeping the trophies and will make
41 arrangements to get them to the appropriate teams. If the site coordinator is also
42 shown as the division commissioner, then this is probably the case. If the site
43 coordinator is worrying about the trophies, then beating a division commissioner's
44 team does not have any real administrative impact on you.

1 **Trophies**
2

3 **Question:** What is the SFL's policy of the number of trophies awarded and how was this
4 number established?
5

6 **Response:** The SFL purchases the following trophies per team.
7

- 8 • Under 12s – 14 trophies per team.
- 9
- 10 • Under 14s and 16s – 18 trophies per team.
- 11
- 12 • Under 19s – 20 trophies per team.
- 13

14 This number is consistent with normal practice for most leagues and has been
15 approved by the clubs.
16

17 **Question:** What happens if I have more players on my team than trophies? For example, I was
18 assigned 20 players for my Under 16 team but only received 18 trophies.
19

20 **Response:** If you would like, you can purchase additional trophies from Peggy Carter at
21 703-502-1722. She charges you the same price as we pay plus a shipping charge.
22 You may want to check with your club to see if they will reimburse you for the
23 trophies.
24

25 **Question:** My team won the regular season T-Shirts and I would like to order some more since
26 we have more than 20 players on our roster. How is this done?
27

28 **Response:** The SFL purchases 20 T-Shirts per team. If you would like, you can purchase
29 additional T-Shirts by contacting Karl Wiesbock and he will provide the prices.
30 Karl's Email is karl@allstarpromotions.net. You may want to check with your club
31 to see if they will reimburse you for the extra shirts.
32

33 **Question:** It was my understanding that in the past the SFL awarded trophies even when all the
34 tournament games could not be played and now it does not. Is this understanding
35 correct and if it is, why was this policy changed?
36

37 **Response:** In the past the SFL did award trophies when all tournament games could not played.
38 However, when this occurred during the Fall 2006 season a number of complaints
39 were received and the SFL was asked to review the methodology used. The primary
40 complaint was that the approach used by the SFL did not result in the trophies being
41 awarded based on actual tournament game results, i.e., "it was not settled on the
42 field". The SFL developed several documents that discussed the rationale used for
43 conducting the tournament and alternatives it had considered in adopting the
44 approach used for the Fall 2006 season. Several SFL Club Representatives and

1 others reviewed these documents and provided comments. Each of these comments
2 were addressed by the SFL Commissioners and it was decided to recommend the
3 current tournament approach – if all games in a tournament division cannot be
4 played, then no trophies should be awarded in except in cases where the tournament
5 games actually played can be used to determine trophy awards (see below for
6 additional information). The documents developed during this process can be found
7 in the Tournament Methodology Used for the Fall 2006 Season section of the SFL
8 Documents page (www.sflsoccer.org/sfldocs.htm).
9

10 **Question:** I understand that in some cases trophies are awarded in tournament divisions where
11 all the games are not played. Is this correct and what basis is used to award the
12 trophies?
13

14 **Response:** If one or more tournament games in a tournament division are cancelled, then (1) the
15 remaining tournament games in that tournament division are cancelled and (2) the
16 trophies will be returned to the SFL unless one of the following exceptions exist.
17

- 18 • **All Saturday games are played in a 3 team round robin division and one**
19 **team wins both games, however, the Sunday game is cancelled.** In a 3 team
20 round robin division, one team normally plays two games on Saturday. If that
21 team wins both of its games on Saturday and Sunday's game is cancelled, then
22 the first place trophies would be awarded to the team winning both of its
23 Saturday games since that team would have received the first place trophies
24 regardless of the outcome of the Sunday game. On the other hand, if the team
25 playing two games on Saturday did not win both games, then it is impossible to
26 determine which of the 3 teams should be awarded first place trophies and no
27 trophies will be awarded. In either case, the second place trophies would be
28 returned to the SFL since it is impossible to determine which team should receive
29 the second place trophies.
30
- 31 • **A tournament division is scheduled using a 6 team round robin division with**
32 **mini groups or a 6 (or 7) team single elimination format and all Saturday**
33 **games are played, however, only one Sunday tournament game can be**
34 **played since the field is unavailable for the other game normally scheduled**
35 **using this format.** In these three game formats, the Saturday results clearly
36 show the two teams eligible for first and second place trophies and the two teams
37 eligible for third place trophies. When only one of the expected two games can
38 be played because of field conditions, then (1) the field slot available for play
39 will be used by the teams eligible for first and second place trophies, (2) the first
40 and second place trophies will be awarded based on the results of the game
41 played, (3) the game for third place trophies will be cancelled with the SFL Club
42 Representative returning the third place trophies to the SFL. It should be noted
43 that this situation is only expected to occur when two fields are used for playing
44 the Sunday games.

The following are examples of how these rules apply to a tournament division.

Condition	Impact on Game Schedule and Trophy Awards
Saturday tournament games are cancelled	All Sunday tournament games are cancelled and no attempt is made to reschedule any tournament games. No trophies are awarded and the SFL Club Representative returns the trophies to the SFL.
Sunday tournament games are cancelled	No trophies are awarded and the SFL Club Representative returns the trophies to the SFL unless (1) the tournament division is a 3 team division playing a round robin format and (2) one team has won both of the Saturday games. In this specific case, first place trophies are awarded the team that won both of its Saturday games while the second place trophies are returned to the SFL by the SFL Club Representative.
One Saturday tournament game is cancelled	All remaining Saturday and Sunday tournament games are cancelled and no attempt is made to reschedule any tournament games. No trophies are awarded and the SFL Club Representative returns the trophies to the SFL.
All Saturday games are played and one Sunday game can be played in a 6/7 team single elimination division or 6 team round robin division using mini groups.	In these two game formats, the Saturday results clearly show the two teams eligible for first and second place trophies and the two teams eligible for third place trophies. For example, all tournament games are played on Saturday. Based on Saturday's results (1) Team A and Team B were scheduled to play for first and second place trophies on Field 1 and (2) Team C and Team D were scheduled to play for third place trophies on Field 2. However, due to weather or other conditions, Field 1 cannot be used on Sunday while Field 2 is available. Accordingly, (1) the game between Team A and Team B is moved to Field 2 with the results of that game used to determine who receives first and second place trophies and (2) the game for third place trophies is cancelled and the third place trophies are returned to the SFL by the SFL Club Representative.
Team A is assessed a forfeit since it does not show up to play its scheduled tournament game with Team B.	The tournament game is shown as a game played with Team B being declared the winner with a 1 – 0 score. Assuming the remaining games in that tournament division are played, the trophies will be awarded in accordance with the process applicable for that type of tournament division, i.e., teams will be ranked using the processes outlined elsewhere in this document if the tournament division is scheduled as a round robin division or the winner of the final game associated with the single elimination division.

1 **Question:** If a tournament is not scheduled because the basic requirements are not met for
2 scheduling the tournament, are any trophies awarded?
3

4 **Response:** No. If the tournament is cancelled because the basic requirements are not met for
5 scheduling the tournament, then no tournament trophies or other awards will be
6 provided to the teams. However, regular season trophies and awards may be given
7 to the age groups that were envisioned at the start of the season to have such awards.
8 For example, only the Under 19s normally have regular season awards. If the
9 tournament is not schedule because the basic requirements are not met, then the
10 Under 19s would receive the regular season awards envisioned at the start of the
11 season and no other age group would receive awards or trophies.
12

13 **Question:** I saw that the coach is responsible for placing the labels on the trophies. This would
14 appear to be the responsibility of the company that provides the trophies or the SFL.
15 How much would it cost to have the labels already placed on the trophies before the
16 are delivered to the field?
17

18 **Response:** Because of the process to determine whether a tournament would be held, the SFL
19 no longer has the labels placed on the trophies by our supplier. Once we know that
20 the tournament will be held, we order the labels and these are placed in the trophy
21 box. We apologize for any problems that this may cause, however, we just do not
22 have the resources to relabel well over 200 boxes of trophies if a tournament is
23 cancelled.