

MEMBER ASSOCIATION YOUTH CLUB LICENCE – LEVEL 1

The Member Association Youth Club Licence – Level 1 of the Canada Soccer Club Licensing Program builds on the characteristics and behaviours of an organization in the Canada Soccer Standards for Quality Soccer with a balance of expectations across the governance, administration, infrastructure, and technical pillars. The characteristics and behaviours of the Member Association Youth Club

Licence – Level 1 are designed to recognize high quality grassroots, community, and competitive organizations that have developed their governance and operations. Organizations achieving the Member Association Youth Club Licence – Level 1 demonstrate their commitment to quality and to providing an enhanced participant experience.

Member Association Youth Club Licence – Level 1 Foundational Requirements:

1	Organization Name
2	Location
3	District/Region (if applicable)
4	Province/Territory
5	Membership Status
6	President – Name, Contact Information (phone and email)
7	Administrative Lead – Name, Position, Contact Information (phone and email), Job Description
8	Technical Lead – Name, Position, Contact Information (phone and email), Qualifications, Job Description
	Program Information:
9	Stream(s) of Participation (Grassroots, Community, Competitive, Development, Performance)
10	Stage(s)/Age(s) of Participation
11	Gender(s) of Participation
12	Club Infrastructure Form – Facilities, Website, other official online locations (Facebook, X, Instagram, YouTube, etc.)

Member Association Youth Club Licence – Level 1 must include the following foundational criteria identified by Canada Soccer and may include additional criteria identified by Member Associations:

	Technical & Sporting Criteria:
	Provides a safe soccer experience:
13	Adheres to Canada Soccer Code of Conduct and Ethics
14	Has a Code of Conduct to Protect Children
15	Has Guidelines for Appropriate/Inappropriate Conduct between Adults/Adolescents and Children
16	Has a Policy outlining what to do if you witness inappropriate conduct that is provided to parents, coaches, and team personnel
17	Has a Policy requiring that any suspicion of child abuse is reported to law enforcement
18	Provides an environment that supports participants' physical and emotional safety (free of bullying, discrimination, etc.)

19	Supports the Coaches Association of Canada Responsible Coaching Movement:
20	Has Rule of Two Guidelines on which it educates players, parents, coaches, and team personnel
21	All coaches and team personnel have completed Respect in Sport Activity Leader training
22	All coaches and team personnel aged 18+ have completed proper Background Screening, including a Criminal Record Check (CRC) with Vulnerable Sector Check (VSC) or Enhanced Police Information Check (E-PIC) within the last 3 years
23	Facilities and equipment are safe, well-maintained, and in good condition
24	At least one individual from the organization has completed Commit to Kids online training and this individual is identified as the primary liaison for child protection with contact information provided to Coaches, Team Personnel, and Parents
25	Demonstrates active implementation of the Canada Soccer Guide to Safety
	Provides an accessible, inclusive, and welcoming soccer environment:
26	Provides programming that targets underrepresented groups as outlined in the Canada Soccer Guide to Accessibility and Inclusion
27	Has programs, partnerships, and/or other mechanisms to reduce barriers to participation
28	Appreciates diversity to ensure everyone feels safe and that they belong regardless of ability and background
29	Coaches are culturally sensitive and programs include culturally appropriate activities
30	Utilizes facilities that are accessible to participants of all abilities and advocates for enhancements to facility accessibility
31	Demonstrates active implementation of the Canada Soccer Guide to Accessibility and Inclusion
	Submits a Club Pathway that demonstrates the following:
32	Alignment to Provincial/Territorial Pathway
33	Alignment to National Player Pathway
	Submits a Technical Plan that includes the following:
34	Program Descriptions
35	Program alignment to Long Term Player Development stage-appropriate best principles as outlined by Canada Soccer
36	Aligns to Canada Soccer Grassroots Standards (required by 2026)
37	Coach Recruitment, Retention, Development, Assessment, Advancement and Recognition Strategy
	Operates a Grassroots Program aligned to the Canada Soccer Grassroots Program Guide:
38	Completes Grassroots Program Application Desk Audit
39	Completes Grassroots Program Site Visit - announced
40	Offers at least 2 sessions/week open to any player and meeting the Grassroots Program requirements
41	U9-U13 Competitions allow for open rosters and meet the Grassroots Program requirements
42	Grassroots Program Lead Coach is C Diploma/Licence Certified and present at every Grassroots Program field session
	Technical Lead(s) hold(s) the following current and valid certification at minimum:
43	Grassroots Stream Workshops for all stages at which the organization provides programming
44	Making Ethical Decisions Workshop and/or Online Evaluation

45	Respect in Sport Activity Leader Program
46	Canada Soccer Safe Sport Roster
47	C Diploma
48	Children's Diploma
49	Coach training and certification aligned to programs operated, Canada Soccer Safe Sport Roster and Modified Safe Sport Roster, and/or MA standards
Administration & Financial:	
50	Registers all participants with its governing organization(s)
51	Does not interact with non-member organizations unless approved by governing organization(s)
52	Has a bank account
53	Has a minimum of two signing authorities and requires two signatures on all financial transactions
54	Prepares notice to reader financial statements (review engagement or audit preferred)
55	Has an identified Administrative Lead (paid or volunteer) with clearly defined responsibilities
56	All fulltime staff members have completed Respect in the Workplace training
Infrastructure:	
57	Has a website
58	Has access to facilities that meet the minimum requirements of the programs that it operates
Governance:	
59	Is a Member in Good Standing with its governing organization(s)
60	Is a legal entity
61	Is compliant with the by-laws, policies, and directives of its governing organization(s)
62	Works in harmony, aligning values and operations, with its governing organization(s)
63	Is compliant with all applicable requirements of governments (e.g., nonprofit statutes) and regulatory bodies (provincial sport regulators) within whose jurisdiction it operates
64	Holds an Annual General Meeting
65	Submits Letters of Incorporation and By-Laws
66	Submits a Vision, Mission, and Values Statement
67	Has a board of directors (not for profit) or director(s) (private) that is responsible for the affairs of the organization and:
68	Is comprised of individuals who do not hold simultaneously a position of director, employee or contractor of another organization with which the organization has an ongoing relationship
69	All directors have completed Respect in the Workplace training
70	Selects, compensates (if applicable), and provides oversight of the Administrative Lead
71	Has policies and processes for the administration of discipline, misconduct, and inappropriate behaviour (ALL) that are independent of the Board of Directors (NOT FOR PROFIT ONLY)