



FCA TEAMS

PLAYBOOK

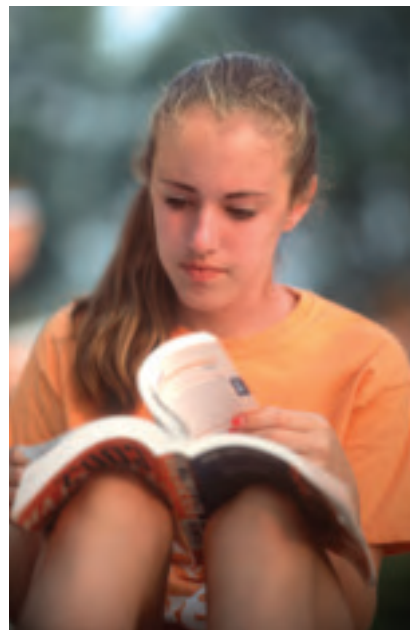




"FCA has become not only a platform to share about Jesus, but it also has given me the opportunity to show students that the Christian life can be lived out in the community."

– Jason

FCA TEAMS PLAYBOOK



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The heart and soul in sports®

Table of Contents

Introduction

A Letter from the Leadership	i
FCA Teams Background.....	ii
Playbook Purpose.....	ii

Chapter 1: Knowing the Fellowship of Christian Athletes

Vision	1
Mission	2
Values.....	3
Statement of Faith	4
FCA Ministry Fundamentals	5
The Four Ministries of FCA	5-6
Uniquenesses	7-8
Accountability and Credibility.....	9-10

Chapter 2: FCA Teams Ministry

FCA Teams Summary.....	11
Purpose and Objectives of FCA Teams.....	11
Types of FCA Teams.....	11
FCA Teams Philosophy	11-12
Biblical Foundations for Sports: Understanding Team Competition ...	13-14
Athletes' Responsibilities	15-18
Coaches' Responsibilities.....	19-22
Parents' Responsibilities	23-24

Chapter 3: Building the FCA Team

The Planning Process	25
Team Certification Requirements.....	26
FCA Branding and Logo Usage Requirements	26-27
Transportation	27
FCA Teams Finances.....	27-30

Chapter 4: Best Practices

Developing the FCA Team	31-32
FCA Team Profiles	33-34
Tools and Communications	35-37

Appendix: Forms and Agreements

FCA Teams Certification Form.....	40-41
Commitment to FCA Teams Philosophy.....	42
Athlete Commitment Form.....	43
Coach/Adult Leader Commitment Form.....	44
Parent Commitment Form.....	45
Parent Release Form.....	45
Youth Protection Goals and Expectations	46-50
Teams Ministry Financial Summary	51
Funds Returned Contribution Transmittal.....	52
Medical Certification and Indemnification Agreement	53



**Training Excellence
in Sports Ministry**

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A Letter from the Leadership



I want to thank you personally for committing your time and talent to this ministry!

Dear Coach,

Welcome to the FCA Teams ministry of the Fellowship of Christian Athletes. FCA is touching millions of lives...one heart at a time. Since 1954, FCA has been challenging coaches and athletes on the professional, college, high school, junior high, and youth levels to use the powerful medium of athletics to impact the world for Jesus Christ. As the largest Christian sports ministry in the world, FCA focuses on serving local communities by equipping, empowering and encouraging people to make a difference for Christ. I want to thank you personally for committing your time and talent to this ministry!

FCA Teams play a crucial role in furthering the reach of FCA and impacting the world for Christ. As an FCA coach, you are one of nearly 30,000 FCA volunteers across America who serve in this dynamic capacity. Through the combined efforts of trained staff and dedicated volunteers like you, FCA has experienced growth. This year, FCA will reach nearly two million people through the ministries of FCA, including more than 45,000 coaches and athletes attending FCA Camps and more than 340,000 students and sponsors meeting regularly in FCA Huddles at their schools.

Praise God for the continued blessing He pours out on this ministry and those who are involved! God has been gracious over the years to use the Fellowship of Christian Athletes as a vessel through which thousands of athletes and coaches in the community have come to trust in Jesus Christ as their personal Savior. By maintaining a presence in these communities, FCA not only powerfully proclaims Christ, but also provides an effective environment for continued growth in Him.

It's great to have you as a part of the team! It is our prayer that this FCA Teams Playbook will be a resource that helps guide your team in implementing FCA ministry in your area. May the Lord bless your efforts to impact the lives of coaches and athletes for the Kingdom of Jesus Christ.

Teammates in Christ,

A handwritten signature in black ink that reads "Les Steckel". The signature is fluid and cursive, with a large, stylized "L" and "S".

Les Steckel
President/CEO
Fellowship of Christian Athletes

Introduction

Background

Seven million youth compete in high school sports¹, and **over 44 million youth ages 18 and under play sports in the U.S.**², which represents 60% of the U.S. youth population³. **Over 7 million adults also participate in youth sports**⁴, predominantly in the roles of coaches, officials, administrators, and volunteers.

The FCA vision is “to see the world impacted for Jesus Christ through the influence of athletes and coaches.” Currently, FCA reaches athletes and coaches primarily through our Campus, Camps and Coaches Ministries. We know there is a huge opportunity to reach more athletes and coaches through community and youth sports teams and programs such as leagues and clubs. Therefore, we now have an FCA Teams Ministry under our Community Ministry of FCA to help us do just that.

FCA Teams are a group of committed coaches, athletes, parents and volunteers who **love** Jesus Christ, **care** about their community and **recognize** the incredible opportunity the team setting provides to develop athletes into leaders with character and a passion for excellence. They willingly **invest** their time, influence, effort and talent into this ministry and **encourage** others to join in the effort.

Playbook Purpose

We’ve created this FCA Teams Playbook to equip, encourage and empower FCA Teams’ coaches to fully understand the vital role they play in building a healthy team environment for their athletes and the philosophies and guidelines expected of FCA Teams coaches, players and parents.

Coaches serve an important role within the core structure of the local FCA ministry. A cornerstone of reaching athletes and coaches with the message of Jesus Christ rests in the strength of a unified team. This playbook will play a powerful role in providing a framework for coaches to unite their teams with a common purpose, vision and mission and to accomplish their goals and objectives.

Main Objectives of this Playbook

- ▶ Set clear requirements and guidelines on how a FCA Team operates
- ▶ Set consistent standards and share best practices on building FCA Teams
- ▶ Provide training to enhance coaching impact
- ▶ Provide resources to help coaches lead their team

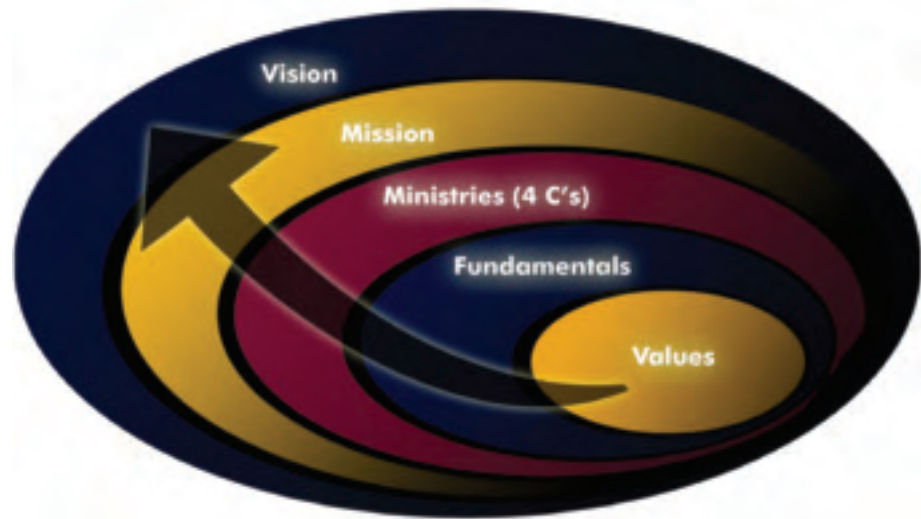
Some of the things coaches will learn and experience as a result of this material and training:

- ▶ Importance of teams
- ▶ Coach and player expectations
- ▶ Building a great team
- ▶ Team operations
- ▶ Planning and evaluation

Sources: ¹NFSHSA 2007/08 ²NCYS 2008 ³U.S. Census 2006

CHAPTER 1

Knowing the Fellowship of Christian Athletes



Vision

The FCA Vision Statement

“To see the world impacted for Jesus Christ through the influence of athletes and coaches.”

FCA is standing on the threshold of a unique moment in time. The influence of sports worldwide is at an all-time high and is increasing.

FCA’s expertise and understanding of sports ministry is being requested worldwide. From the strength of our platform in the United States, the ministry is expanding to other countries. To help foster this expansion and to stay focused on seeing our vision accomplished, FCA has three key objectives that capture the essence of the future for the ministry.

1. Expand FCA Ministry and Programs

FCA is the largest Christian sports ministry in the world. That’s why our first priority is to expand the programs we already have – from camps, to campus, to community. We are also taking our ministry to coaches and growing it into a comprehensive discipleship ministry that trains coaches not just to apply biblical principles to their coaching, but to their lives. We call it Heart of a Coach – and our Heart of an Athlete ministry will do the same for athletes – growing them into mature men and women fully equipped to compete for Christ in their sport and daily walk.

2. Grow the FCA Staff

It will take more people, both staff and volunteers, to implement this growth in FCA’s ministry; and those people will have to be far better trained and equipped. FCA will increase the size of its staff dramatically and expand its impact exponentially through initiatives like developing new training clinics for FCA, launching the FCA Leadership Institute, leadership board development and development training.

3. Serve the Staff and FCA Community

At FCA, we are committed to putting every dollar possible directly towards ministry, and serving our FCA community staff, volunteers, donors, and the coaches and athletes who've been impacted by FCA. This means that we constantly strive to become more efficient and more effective with the funds we are given.

We must also take huge steps forward in technology, especially for web-based ministry and by upgrading systems. These systems will free our staff to do more ministry and help FCA do an even better job in our relationships and in engaging and retaining coaches and athletes over time. Just as important, we intend to serve our FCA community by making the Fellowship of Christian Athletes much more widely known and far more visible for the lowest possible cost by marketing via mass media and electronic methods.

Mission

The FCA Mission Statement

"To present to athletes and coaches, and all whom they influence, the challenge and adventure of receiving Jesus Christ as Savior and Lord, serving Him in their relationships and in the fellowship of the church."

What does that mean?

The following are some descriptions and definitions of each of the phrases in the statement.


"...to present..." – FCA is a "presenting" ministry, inviting people to begin a personal relationship with Christ and then helping them along the life-long journey of learning and growing in Christ. Those involved in FCA do this "presenting" by sharing the need for a personal faith in Christ and by demonstrating to those around them that life in Christ is the only way to live the game of life to its fullest.

"...to athletes and coaches..." – FCA is an athletic ministry, its primary constituency being athletes and coaches. Because of this target of reaching athletes and coaches, FCA uses a language and medium familiar to these two groups to reach them with the saving knowledge of Christ.

"...and all whom they influence..." – FCA realizes that athletes and coaches have a tremendous amount of influence in our culture and utilizes that influence to further the Kingdom of God, using athletics as its platform and athletes and coaches as its role models and spokespersons.

"...the challenge..." – FCA strives to present an accurate understanding of faith in Christ. Individuals are encouraged to count the cost before making a decision to follow Him, recognizing that a life of following Christ is not going to be easy.

"...and adventure of receiving Jesus Christ as Savior and Lord..." – FCA presents the acceptance of Christ as Savior and Lord. This continuing adventure provides the opportunity for individuals to grow in knowledge of and service to Christ.



Serving

We will model Jesus' example of serving (John 13:12-15) by:

- ▶ Seeking out the needs of others and responding appropriately to meet them
- ▶ Seeing others as more important than ourselves
- ▶ Spending time with people we serve, developing trusting relationships
- ▶ Focusing our efforts on supporting and adding value to those on the frontline sharing Jesus Christ

Teamwork

We will express our unity in Christ in all of our relationships (Philippians 2:1-5) by:

- ▶ Realizing our dependence on God in the work of the Kingdom
- ▶ Reflecting the Body of Christ through gender, ethnic, sport and denominational diversity
- ▶ Equipping, encouraging and empowering one another for ministry
- ▶ Identifying, utilizing and appreciating each individual's giftedness
- ▶ Understanding and respecting the role of each individual

Excellence

We will honor and glorify God in all we do (Colossians 3:23-24) by:

- ▶ Valuing quality over quantity
- ▶ Being wise stewards of the spiritual, material and relational resources He has entrusted to us
- ▶ Being focused on the FCA mission
- ▶ Developing effective ministry

Statement of Faith

What the Fellowship of Christian Athletes Believes

The FCA Statement of Faith reflects our beliefs. Board Members embrace and commit to these key biblical statements.

- ▶ We believe the Bible to be the inspired, the only infallible, authoritative Word of God (2 Timothy 3:16-17).
- ▶ We believe that there is only one God, eternally existent in three persons: Father, Son and Holy Spirit (Matthew 28:19).
- ▶ We believe in the deity of Christ, in His virgin birth, in His sinless life, in His miracles, in His vicarious and atoning death through His shed blood, in His bodily resurrection, in His ascension to the right hand of the Father, and in His personal return in power and glory (Deity – John 1:1) (Atonement – Hebrews 9:15-22) (Virgin Birth – Matthew 1:18, 25) (Bodily Resurrection – 1 Corinthians 15:1-8) (Sinless Life – Hebrews 4:15) (Personal Return – Hebrews 9:27-28).
- ▶ We believe that for the salvation of lost and sinful men/women, regeneration by the Holy Spirit is absolutely essential (John 3:16; John 5:24; Titus 3:3-7).

- ▶ We believe in the present ministry of the Holy Spirit, by whose indwelling the Christian is enabled to live a godly life (John 14:15-26; John 16:5-16; Ephesians 1:13, 14).
- ▶ We believe in the resurrection of both the saved and the lost, they that are saved unto the resurrection of life and they that are lost unto the resurrection of damnation (Matthew 25:31-46, 1 Thessalonians 4:13-18).
- ▶ We believe in the spiritual unity of believers in our Lord Jesus Christ (Philippians 2:1-4).

FCA Ministry Fundamentals

FCA Ministry Fundamentals are **Share Him, Seek Him, Lead Others** and **Love Others**. The Ministry Fundamentals are the core competencies of our ministry and the foundations of all we do as a ministry.

- ▶ We believe that God has given us a ministry of evangelism to present (Share Him) the saving knowledge of Christ on the field, in the locker room and the hallways.
- ▶ We believe that once a person has come into a relationship with Christ, he or she is challenged (Seek Him) to be disciplined in a life of walking and growing in that relationship.
- ▶ We believe there are coaches and athletes who will accept the adventure (Lead Others) of developing their leadership skills in order to be a leader for Christ.
- ▶ We believe that healthy, loving relationships (Love Others) are critical, whether it is with family and friends or within the Church.

The Four Ministries of FCA

FCA is touching millions of lives... one heart at a time.

The Fellowship of Christian Athletes is touching millions of lives... one heart at a time. Since 1954, the Fellowship of Christian Athletes has been challenging coaches and athletes on the professional, college, high school, junior high and youth levels to use the powerful medium of athletics to impact the world for Jesus Christ. FCA is the largest Christian sports ministry in the world. There are several avenues through which the FCA accomplishes its mission.

The Ministries of FCA

FCA Ministries encourage, equip and empower coaches and athletes on the professional, college, high school, junior high and youth levels to use the powerful medium of sports to impact their world for Jesus Christ. The FCA Ministries are Coaches Ministry, Campus Ministry, Camp Ministry and Community Ministry.

Coaches Ministry

Coaches are at the heart of FCA. Our role is to minister to them by connecting them to Christ, connecting them with other coaches and helping them connect the Bible to their coaching.

FCA ministers to coaches through:

- ▶ Bible studies
- ▶ Prayer support
- ▶ Behind the Bench – a program for coaches' wives
- ▶ Outreach events
- ▶ Conferences and retreats
- ▶ Staff contacts
- ▶ Discipleship and mentoring
- ▶ Resources
- ▶ National and local conventions

Campus Ministry

The Campus Ministry is initiated and led by student-athletes and coaches on junior high, high school and college campuses.

The programs of the Campus Ministry include:

- ▶ Huddles – Huddles are a vital part of the FCA ministry. FCA Huddles are student-initiated and student-led groups of athletes and coaches who meet regularly for fellowship, some on school campuses and others in homes or other meeting places. Through the bond of sports, athletes and coaches reach out to peers with the message of Christ.
- ▶ Team Bible Studies – Coaches or teammates often lead a Bible study for their sports team. Many times it lasts for the season.
- ▶ Chapel Program – Teams are ministered to on campus through chapels before games. Chaplains serve the team during the season.
- ▶ Team FCA – Athletes and coaches sign the Competitor's Creed and agree to compete for Christ.
- ▶ One Way 2 Play – FCA's faith-based program to helps athletes live and play drug free. Over half a million have signed the commitment.
- ▶ Special events – Outreach events are designed to reach the non-believer. Events can include Game Day Events, retreats and 5th Quarter Parties.

Camp Ministry

Camps are a time of “inspiration and perspiration” for athletes and coaches to reach their potential by offering comprehensive athletic, spiritual and leadership training.

Since 1956, FCA Camps have been reaching athletes and coaches for Christ. Campers get a chance to form friendships with other athletes while learning from high school coaches, collegiate and professional athletes and coaches, and FCA's professionally trained full-time staff. Every FCA Camp is packed with unbelievable fun, outstanding sports training, awesome speakers, incredible friendships and life change.

The seven types of camps are:

- ▶ Sports Camp
- ▶ Coaches Camp
- ▶ Partnership Camp
- ▶ International Camps
- ▶ Leadership Camp
- ▶ Power/Youth Sports Camp
- ▶ Team Camp

Community Ministry

The non-school based FCA ministries reach the community through partnerships with local churches, businesses, parents and volunteers. These ministries not only reach out to the community, but also allow the community to invest in athletes and coaches. Community Ministries include: Adult Ministries, Sport-Specific Ministries (Golf, Lacrosse, Baseball, Endurance Sports, Motocross, Health & Fitness, Skateboarding, Hockey, Cheerleading, Surfing and Wrestling), clinics, professional athlete ministries, Leadership Boards, FCA Booster Clubs, Adult Huddles, youth sports, parent involvement and FCA Teams. FCA Teams is a growing ministry that reaches athletes involved in youth and community sports programs. The opportunity to expand this impact includes all ages...youth to adult.

Uniquenesses

What Distinguishes FCA

FCA is unique among Christian ministries. While there are ministries that incorporate a combination of one or more of these distinctives, FCA is the only ministry that brings them all together. FCA is:

Christ-Centered...the focus of our message

Kingdom-Minded...serving the purpose of the Church

Bible-Based...the source of our authority

Athletically Focused...ministering to coaches and athletes

Spiritually Nurturing...helping people to know and grow in Christ

Fellowship-Oriented...connecting people through the love of Christ

Volunteer-Intensive...mobilizing adults to accomplish the mission

Culturally Adaptive...meeting diverse needs

Faith-Financed... funded through those who are moved by God to give

Christ-Centered

The central focus of the Bible is Christ – God in the flesh. Christ and His message are at the heart of the FCA mission. Historically, FCA has emphasized this foundational area of Scripture rather than focusing on issues that traditionally divide Christians. The charismatic gifts, systems of prophecy, modes of baptism, church government, sacraments and ordinances, second blessing, gifts of healing, denominationalism and controversial Christian personalities are not addressed in FCA. The local church teaches and defends these doctrines and should be the place where these topics are discussed and decided. All questions concerning these issues should be referred to church leaders.

Kingdom-Minded

Since FCA came into existence, its goal has been to serve the purpose of the Church. FCA is interdenominational. Its focus always has been on the Person of Jesus Christ and not on traditions or denominational labels. FCA's main concern is to draw athletes and coaches and all whom they influence into vital Christian service within the church. Each FCA Leadership Board member is urged to attend faithfully and serve in the church of his or her choice. Some Huddles occasionally worship at various churches as a group. (FCA events are planned so as not to interfere with Sunday church participation.) FCA staff members are also active in local churches.

Bible-Based

The Bible contains life's game plan. It is from this trustworthy document that we obtain our authority. Because it is the Word of God, every sentence is revered as being holy and true. The focus of FCA is not what men say, but rather what God says.

Athletically Focused

According to a national survey, 96 percent of all Americans participate in or watch an athletic event every week. FCA has chosen the powerful medium of athletics as its avenue for impacting the world for Christ. Specifically, FCA has targeted athletes and coaches because of their great influence.

Spiritually Nurturing

The FCA ministry attempts to meet people where they are in their spiritual journey and, through the appropriate message and methods, move them toward a commitment to Christ and further spiritual growth. Although salvation and growth are our ultimate goals, these ends do not justify violating the process people must go through in order to understand and commit to the gospel. The violation of that process can produce "spiritual stillbirth" rather than "spiritual birth."

Fellowship-Oriented

A key part of FCA is fellowship – connecting people through the love of Christ. Relationships are at the heart of fellowship. FCA recognizes that fellowship is demonstrated in many ways: friendships, worship, community and partnerships. God uses this part of the ministry to knit together the hearts of volunteers.

Volunteer-Intensive

Volunteers were an essential part of launching FCA and continue to be a vital part of carrying out the mission. As board members, Huddle coaches, donors or camp participants, volunteers provide the necessary work force that delivers FCA's ministry to coaches and athletes.

Culturally Adaptive

We believe that sports are the common thread that binds the cultural, economic and social groups of our society. FCA is committed to using this to build His Kingdom. FCA understands the cultural uniqueness of each community and adapts its strategies in order to make an impact.

Faith-Financed

"Where do you get your money?" is a question that FCA staff are often asked. FCA exists because people are moved by God to give generously. More than 60 percent of all funds come from individuals. We also receive funds from corporations, foundations, churches and civic clubs.

Accountability and Credibility

The Fellowship of Christian Athletes is a non-profit 501 (c) (3) organization and a member of the Evangelical Council for Financial Accountability. FCA was accepted as a member of the Evangelical Council for Financial Accountability (ECFA) in 1987 and has annually, since that time, continued to be in good standing with the ECFA standards and guidelines. The ECFA exists to increase the public's confidence in the business affairs of evangelical organizations by:

- ▶ Establishing standards
- ▶ Helping organizations meet the standards
- ▶ Certifying compliance
- ▶ Communicating with the public

The ECFA endorsement of the FCA financial and business activities continues to provide credibility and integrity to the operations of FCA. FCA submits to a voluntary annual review each year. ECFA's seven standards of responsible stewardship are as follows:



Standard #1 Every member organization shall subscribe to a written statement of faith clearly affirming its commitment to the evangelical Christian faith and shall conduct its financial operations in a manner which reflects generally accepted Christian practices.

Standard #2 Every member organization shall be governed by a responsible board, a majority of whom shall not be employees/staff, and/or related by blood or marriage, which shall meet at least semiannually to establish policy and review its accomplishments.

Standard #3 Every member organization shall obtain an annual audit performed by an independent public accounting firm in accordance with generally accepted auditing standards (GAAS) with financial statements prepared in accordance with generally accepted accounting principles (GAAP).

Standard #4 Every member organization shall have a functioning audit review committee appointed by the board, a majority of whom shall not be employees/staff, and/or related by blood or marriage, for the purpose of reviewing the annual audit and reporting its findings to the board.



Standard #5 Every member organization shall provide a copy of its current audited financial statements upon written request.

Standard #6 Every member organization shall conduct its activities with the highest standards of financial integrity.

Standard #7 Every member organization shall comply with each of the ECFA Standards for Fundraising.

Charity Navigator's Four-Star Rating

Charity Navigator, America's largest and most widely used organization that regularly evaluates and rates the fiscal management of charities, has given FCA its third consecutive 4-star rating (the highest it gives) for its ability to efficiently manage and grow its finances. Charity Navigators has given such a high designation to only 12% of the charities it evaluates. This rating, in its words, is "exceptional" and "differentiates the Fellowship of Christian Athletes from its peers and demonstrates to the public it is worthy of their trust."



CHAPTER 2:

FCA Teams Ministry

FCA Teams Summary

FCA Teams, a growing ministry, serves sports teams consisting of coaches, athletes and parents united in their desire to grow as a team in their relationship with Jesus Christ, so that they develop and demonstrate the character values of integrity, serving, teamwork and excellence both in sports and life while influencing others in their communities for Christ and encouraging them to do the same.

FCA Teams Purpose and Objectives

Purpose

We exist to significantly **impact** the sports community by developing athletes and coaches into teams that demonstrate leadership and play with character, passion and excellence while emphasizing the growth of body, mind and spirit through the universal language of **sports**.

Objectives

To build an unprecedented athletic environment that:

1. Presents programs that shape character and create role models
2. Positively and significantly impacts athletes, coaches, parents, families, officials, leagues, tournaments, and communities
3. Establishes and sustains a venue to develop and demonstrate the principles of character, leadership service and excellence, both in sports and life

Types of FCA Teams

There are two types of FCA Teams: event teams and seasonal teams.

Event teams are formed for a single athletic competition, such as an exhibition game or weekend tournament. The periods of play are for at least one day and up to one week of competition.

Seasonal teams compete for an extended period of time, such as participation in a summer or club league. The periods of play are for at least one season and up to one year. FCA's ministry year is August 1 to July 31.

FCA Teams Philosophy

All those in FCA Teams will be involved in competition, athletic training, team-building events and a character and leadership development program. In order for the team to effectively accomplish its purpose and objectives within the varied activities, FCA has developed a philosophy of FCA Teams. FCA expects the coach and adult leaders to commit and uphold the standards of this philosophy. Please note that FCA Teams can be an outreach to players who do not know Christ, so the statement of beliefs pertains only to the coach and adult leaders. There is a Commitment to FCA Teams Philosophy form in the Appendix of this Playbook that may be used.

All coaches and adult leaders of FCA Teams understand and agree with the following statement of beliefs for FCA Teams:

- ▶ FCA believes that the Bible is God’s “Game Plan for Life,” and that it contains relevant and valid guidelines for each of our lives.
- ▶ It is not only important for FCA Teams to strive for “victory in competition” but also for “victory in life.”
- ▶ FCA believes this “ultimate victory” can be attained through the application of the Bible to every aspect of our lives, which includes our sports, personal character and leadership opportunities.
- ▶ FCA believes that this team and everything involved with it belongs to God, because He is the One who has given us our athletic and coaching abilities. We can use these athletic and coaching abilities in a way that demonstrates our thankfulness to God.

All participants of FCA Teams understand and agree with the following goals of FCA Teams:

1. To provide quality sports instruction in the following areas:
 - ▶ Proper warm-up and warm-down procedures
 - ▶ Proper fundamentals
 - ▶ Proper techniques for executing the game
2. To work out, train, practice and compete with the proper attitudes, approaching the sport with heart, desire, dedication, drive, motivation, intensity and enjoyment.
3. To facilitate an environment conducive to hard work and maximum effort, in the context of fun, seeking to develop good habits and a solid work ethic
4. To provide a positive team experience, emphasizing the importance of FCA Core Values: Integrity, Serving, Teamwork and Excellence
5. To prepare players for higher levels of future sports programs
6. To prepare the players and coaches for life by:
 - ▶ Emphasizing character and leadership development
 - ▶ Using game experiences to teach life principles
 - ▶ Teaching athletes how to be positive role models
 - ▶ Helping the athletes along their journey to adulthood
7. To facilitate an environment where the families learn and grow with the athletes
8. To provide opportunities for the athletes and coaches to reach out to the community

In order for our team to fulfill the goals stated above, each player will commit to:

1. Maintaining a teachable spirit and flexible attitude...be a listener and learner
2. Willingly submit to the leadership entrusted with the responsibility of managing, coaching, instructing and developing this team by following the policies and goals stated in the Team Code of Character and Conduct
3. Paying the entire amount of my dues on time
4. Making his or her life available for growth through whatever demands and opportunities this team may bring
5. Committing to growing in his or her sports abilities, personal character and skills for life

Biblical Foundations for Sports:

Understanding Team Competition

Leading an FCA Team requires a healthy understanding of competition and a connection between the Bible and sports. It is not easy to teach athletes what healthy competition is. To fully understand the way God views competition, we need to look at the connection between the Bible and sports.

What do we want to teach our players when it comes to the Bible and sports? We need to make it simple and clear. The more we understand this as a coach the more our team can compete for God's glory.

If someone asked how the Bible applies to sports, how would you respond? You most likely know a couple of verses that mention athletics, but do you understand God's view of sports? Could you share how the Bible applies to sports and what difference it makes? Understanding God's perception of sports and becoming grounded in Christian competition is needed to lead an FCA Team. We may sprinkle prayer and scripture into our coaching, but there needs to be a strong foundation of principles that help shape FCA Teams. Your players need to have their coach teach, show and instruct them not only in the X's and O's of the game, but also in how God desires them to play the game they love. This brief overview will encourage you to develop a philosophy of competition.

FCA has four basic Biblical principles for sports that lay the foundation for a comprehensive approach to sports.

1. Worship God and Find Identity in Him (Image)

Our identity is found in Christ. In Genesis 1:1-2, it is clear that God is the beginning and origin of all things. Therefore, He alone deserves the glory (Col. 1:15-17)! We should find our identity in Him, not in performance. It is too easy to make performance our main goal when competing. Instead, our focus should be on God and giving Him glory. We should always communicate to our teams that performance-based play is not what FCA Teams are about. To glorify God is the goal, because we are made in His image.

2. Represent God Through Creativity (Talents)

We have His unique spiritual capacity as children of God, and when we compete, we use the gifts and talents with which He has blessed us. We should represent God in every aspect of our created lives...in all things at all times. We were made to reflect Him by using our creative gifts as an act of worship. Since sports (for the Christian) are an act of worship, we should always do our best! There is no split between secular and sacred in the mind of God (1 Tim. 4:4). It is all created by Him.

3. Represent God in Community (Relationships)

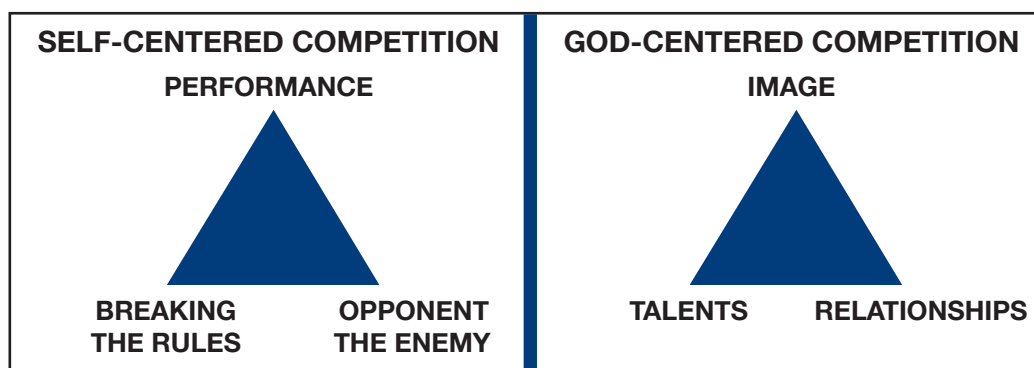
In Genesis 1:26-27, man and wife were to be in the image of God. God is a team; therefore, we should never go solo! It is not good to be alone. God is not alone, but part of the Trinity. We reflect God by loving our neighbor – and our opponent. We see in Genesis 2:18, man was created to be a relational being. Mutual relationships defined by diversity are God's idea. Sin is always anti-relational (Gen. 3:16). Relationships with our teammates and our opponents should reflect this biblical design of relationships. When we are a team, we are in a community.

4. Be Transformed by the Renewing of Your Mind (Redeemed)!

We worship God when we compete and offer our bodies (Romans 12:1-2). We play and coach in the power of the Holy Spirit because we become a living sacrifice. Our prayer should be, “Lord, these gifts and talents are Yours. Take them and use them any way You want!” True Identity is found in God’s grace. Our bodies, inward thoughts, feeling and aspirations, words and deeds should be offered as a living sacrifice (Image: Romans 12:1). Our gifting and talents should be redeemed (Talents: Romans 12:3-8). Our relationships should be reconciled and restored (Relationships: Romans 12:9-21).

To better understand these principles, view the triangles below. The triangle on the left focuses on performance the incorrect way. It revolves around beating the opponent, using whatever means needed to be victorious. Breaking the rules and viewing the opponent as the enemy is part of competing.

However, the other triangle is focused on glorifying Christ in competition while understanding that talents come from God. The opponent is not the enemy! Through competition, both teams become better.



When it comes to competition, there are two basic definitions:

- To defeat an opponent in score, skill, or combat
- OR
- To walk alongside of; for two or more to work together to bring another along; to partner

The word competitor comes from the Latin word competere. Noted in the Merriam-Webster Dictionary, the Latin word “competere” means “to come together” and is a combination of the Latin prefix “com-” and the verb “petere” which means “to go to.”

The Christian athlete and coach should define competition as:

- To elevate each other’s involvement to higher levels of participation, skill development and effectiveness through a particular activity for the glory of God.

Realizing that competition should bring the best out of one’s competitor, and not the worst, changes everything. Competing with the desire to glorify God brings out the best in a Christian athlete as well as his or her opponent.

As a coach for FCA Teams, it is essential to live out a proper understanding of competition. What you say and how you respond as a coach has a direct impact on your players. Let the competition begin, let the glory be God’s.

Athletes' Responsibilities

Player Code of Character and Conduct

The following Player Code of Character and Conduct for FCA Teams has been established to help each team member develop into the person he or she was created to be. It is not our expectation that any team member would have already attained these traits. However, it is our desire that team members would strive to grow in each of these areas of character and leadership during their time with FCA Teams. May God bless you and assist you as you seek to apply these principles to your athletic training and competition, as well as your everyday life.

PROPER CONDUCT

Performance

- ▶ Actions speak louder than words!
- ▶ Hustle at all times during games and practice.
- ▶ Work hard! Put forth 100% effort all of the time.
- ▶ Play in such a way that pleases the One who gave you your athletic ability.
- ▶ Stay focused! Pay attention during practice and games.
- ▶ Take pride in how you play the game, how you approach the game, how you wear your uniform, etc.
- ▶ You've got to have heart, desire, drive, motivation, dedication and intensity.
Play the game with energy and quickness.
- ▶ Try to reduce the amount of physical errors during a game and set a goal to make even fewer mental errors.

Attitude

- ▶ Be confident, not cocky. Don't talk proudly about yourself and your accomplishments.
There is strength in humility!
- ▶ Be a positive role model and example. Some of the greatest impact FCA Teams will have is in the area of their conduct both on and off the court or field.
- ▶ You must agree to submit willingly and cheerfully to the leadership of this team, even when you do not agree with their decisions.
- ▶ Overcome adversity! Develop the courage to persevere. Never give up or quit.
- ▶ Demonstrate self-control! There are certain things you cannot control; however, you can control your effort, attitude and behavior.
- ▶ Develop a thankful heart. Appreciation and thankfulness are the responsibility of each team member.
- ▶ Demonstrate class at the end of a game in both victory and defeat. Shake hands, look the opposing team members in their eyes and keep your head up high because of the effort you put forth.

Communication

- ▶ Don't complain! Keep your remarks to yourself regarding things such as official calls, the weather, the facility conditions, coaches' decisions, game circumstances, teammates and opposing team members.
- ▶ Be respectful of officials, coaches, teammates, opposing team members, parents and the game itself.
- ▶ Encourage your teammates and your opponents.
- ▶ If you have a complaint or problem with someone, go to that person directly and work it out.
- ▶ If you have concerns regarding the team and how it's being run, bring them to one of the coaches or to the coaching staff.

Teamwork

- ▶ Be a team player...not an individual.
- ▶ Focus on stats for the good of the team, not yourself. Do what it takes for your team to win, not to boost your own stats and ego.
- ▶ You will be expected to participate with the FCA Team as much as possible during all team functions, including special team-building events, team meetings and socials, unless approved by your team leadership.
- ▶ Be a learner! Seek to improve as a player and person. Extend yourself some grace in failure; don't let it get you down or discouraged. Get back up and be ready to go after the next one, competitively and with the proper intensity.

Safety

- ▶ For your personal protection, make an effort to be with at least one other teammate when you go to the concession stand, restroom, or just walking around a sports complex (use "the buddy system" for young teams).
- ▶ All injuries, illnesses and emergencies must be reported IMMEDIATELY to the coaching staff.
- ▶ Stay alert, use common sense and make good decisions and choices.
- ▶ Have fun!

INAPPROPRIATE CONDUCT

The following behaviors will not be tolerated; disciplinary action will be taken for:

- ▶ Attitude problems
- ▶ Throwing of equipment in a display of anger or frustration and any outward expressions or demonstrations of anger or frustration

Communication

- ▶ Back-talking a coach or parent
- ▶ Crude, profane, or vulgar language
- ▶ Critical, judgmental or negative talk directed toward teammates
- ▶ Outward displays of displeasure with the officials and questioning officials in a clearly visible and inappropriate manner (verbal and non-verbal)
- ▶ Trash-talking and outward acts of pride directed towards the opposing team.
- ▶ Leaving the competition area. Remain in the competition area during games, unless there is an emergency or you receive permission from one of the coaches.

Safety

- ▶ Horseplay, messing around or silly antics
- ▶ Consumption of alcohol and/or drugs


Consequences for the above actions and attitudes could result in one or more of the following:

- ▶ Sent home early from practice
- ▶ Not permitted to participate in a drill or practice station
- ▶ Extra physical fitness exercise (i.e. running, push-ups, etc.)
- ▶ Removal from a game
- ▶ Removal from the competition site
- ▶ Suspended from playing in upcoming games

These policies regarding character and conduct on an FCA Team have been established for your protection, well-being and character/leadership development. In light of these principles, the final decision regarding any issue resides with your team leadership. The coaching staff's decision is final. FCA Teams members who willfully and repeatedly disregard these policies and the leadership of the team may be temporarily suspended from games and other team activities or dismissed from the team. These decisions are at the discretion of the FCA leadership team. If you are dismissed from the team for a Code of Character and Conduct violation, you will be responsible for any additional costs, and no refunds will be given.

Competitor's Creed

The Competitor's Creed is for Christians who want their love for sports to become evidence of their love for Christ. You can commit to living out these principles and encourage your athletes to do the same by signing the Competitor's Creed on fca.org. This declares your membership on TEAM FCA - the team that wears the Jersey of Jesus.



The Competitor's Creed

I am a Christian first and last.
I am created in the likeness of God Almighty to bring Him glory.
I am a member of Team Jesus Christ.
I wear the colors of the cross.

I am a Competitor now and forever.
I am made to strive, to strain, to stretch and to succeed in the arena of competition.
I am a Christian Competitor and as such, I face my challenger with the face of Christ.


I do not trust in myself.
I do not boast in my abilities or believe in my own strength.
I rely solely on the power of God.
I compete for the pleasure of my Heavenly Father, the honor of Christ and the reputation of the Holy Spirit.

My attitude on and off the field is above reproach - my conduct beyond criticism.
Whether I am preparing, practicing or playing;
I submit to God's authority and those He has put over me.
I respect my coaches, officials, teammates and competitors out of respect for the Lord.

My body is the temple of Jesus Christ.
I protect it from within and without.
Nothing enters my body that does not honor the Living God.
My sweat is an offering to my Master. My soreness is a sacrifice to my Savior.

I give my all - all of the time.
I do not give up. I do not give in. I do not give out.
I am the Lord's warrior - a competitor by conviction and a disciple of determination.
I am confident beyond reason because my confidence lies in Christ.
The results of my efforts must result in His glory.

Let the competition begin.
Let the glory be God's.



COMPETITORS for CHRIST

Coaches' Responsibilities

The following outlines the FCA Teams coaching philosophy as well as the coaching requirements that FCA expects every adult leader to uphold. There is a Commitment to Coaching form in the Appendix of this Playbook that may be used.

All coaches and adult leaders of FCA Teams understand and agree with the following coaching philosophies and requirements of FCA Teams:

Coaching Philosophy

The position of coach is very important to the overall success of FCA's team goals and objectives, which are spelled out in the Commitment to Team Philosophy and Code of Character and Conduct sections. Due to the increased demand put upon the team in regards to their behavior and style of play, the coaching staff must be ready and eager to model those standards in front of the team on a daily basis. In order to positively impact the sports world with biblical-based values and character qualities, it becomes essential to compete in a way that the sports world understands and accepts while competing to win. However, since we are an FCA Team, we are playing with more than just winning at stake, so there will be certain practices and philosophies which we will accept and some we will not in order to enhance the message we are striving to share through our teams.

During Competition

FCA believes that we, as a team, represent Jesus Christ, who created us with the sports abilities and passions we each have. This calls us to a much higher level of performance and behavior. We believe that the best impact is made on those around us through playing, coaching and conducting ourselves at a higher level than our opponent. We are not consumed with wins and losses, but we do play to win. In light of this view, we believe that the coaching staff is responsible for all competition actions and reactions, whether spoken or not.

Our words and actions can make or break our message of Christ-like character and leadership. Therefore, profanity of any kind will not be tolerated. As FCA Teams Coaches, we need to be examples in all situations, such as in questioning a call by an official or confronting members of the opposing team or fans. This is not to say questioning a call is not permitted, but we want to maintain the higher level of sportsmanship. We need to be careful of our words and our attitude behind the questioning. We are not always able to choose our circumstances, but we can choose our response to those circumstances. If this is what we are teaching our players, we need to be able to live it out in front of them in the heat of competition.

In order to be consistent, the coaching staff will be responsible for implementing character and leadership principles and making these principles more understandable during practice and game times. In addition, from a Christ-like leadership standpoint, we ask that our coaches be intentional about initiating conversations and relationships with the other coaches and players they compete against, as well as the fans, and in doing so, be an example to our players to initiate relationships in the same manner.

Outside of Competition

In an effort to help our players and leadership team grow during their time with FCA Teams, we ask that coaches make a committed effort to attend all meetings, team functions, practices and games and be available for interaction with players and parents on a consistent basis. The players on the team are not only watching you during workouts and games, but they also see your actions away from the competition arena, giving you more opportunities to influence them in a positive way. Coaches are role models, so everything we do should model Christ-like character and leadership. If we expect our players to grow in these areas of character and leadership, we need to conduct ourselves with class and professionalism in all we do, and be committed to studying and applying these same principles to our individual lives.

As mentioned earlier, the goal of FCA Teams is to positively impact the sports world with Bible-based values and character qualities. To do this, it is imperative that we exceed the expectations of all those we come in contact with. We want to be known for our style of play, our message and our actions. We definitely make it our aim to compete on the highest level possible, while at the same time maintaining our character and positive impact in all situations.

FCA Requirements for Coaches

- ▶ FCA Volunteer Staff Application
 - a. Ministry Leader Application (MLA) – This is a national FCA requirement and must be filled out by all FCA staff and adult volunteers. The form is located online at fca.org/mla. Effective August 25, 2008, anyone over the age of 18 completing an MLA will automatically have a background check completed after the local staff person/supervisor approves the MLA. The background check includes SSN verification, criminal record and a national sex offender database record check. (This will be noted in the database for service as a volunteer as well.)
 - b. Personal interview from local staff
- ▶ Maintain a willingness to serve under team principles and guidelines, spelled out in the Commitment to Team Philosophy, Code of Character and Conduct sections and this Coaches' Responsibilities section.
- ▶ Maintain a willingness to meet with other team coaches for planning, training and strengthening each other and the overall team.
- ▶ Maintain a willingness to attend clinics to improve technical and mental skills.
- ▶ Maintain a willingness to teach team character and leadership talks.
- ▶ Maintain a willingness to enforce the Player Code of Character and Conduct.
- ▶ Maintain a willingness to enforce the Parent Code of Conduct.
- ▶ Maintain a willingness to raise funds for the team.

Coaches Training

Part of the training of coaches for FCA Teams will include helping them become a three-dimensional coach – a coach who not only coaches the body and mind of the athlete, but is also able to capture the heart of the athlete. In FCA, we call this coach an r12 Coach. Go to Chapter 4: Tools and Communication section for more information on the r12 Coach discipleship program.

If a coach is able to capture the heart, the athlete will:

- ▶ Learn skills more quickly (more attentive)
- ▶ Have higher fitness compliance (work harder)
- ▶ Have shorter rehabilitation (injury recovery)
- ▶ Be more adaptable to new conditions (“on the road”)
- ▶ Have the freedom to be creative (coach-speak – “is a gamer”)
- ▶ Develop a deeper relationship between coach and athlete (learning life’s lessons)

Just as coaches operate in three dimensions, so do athletes. They train their bodies and minds to reach their highest level of performance; however, we want them to also understand the third dimension – the spiritual or what we call the heart of the athlete.

The Three Dimensions of Coaching

- ▶ Fundamentals (strength, technique, repetition, tactics)
- ▶ Psychology (motivation, goal-setting, team cohesion)
- ▶ Heart (soul and spirit)

The Three Dimensions of an Athlete

- ▶ Physical
- ▶ Mental/Emotional
- ▶ Spiritual

The Key Word is the Heart

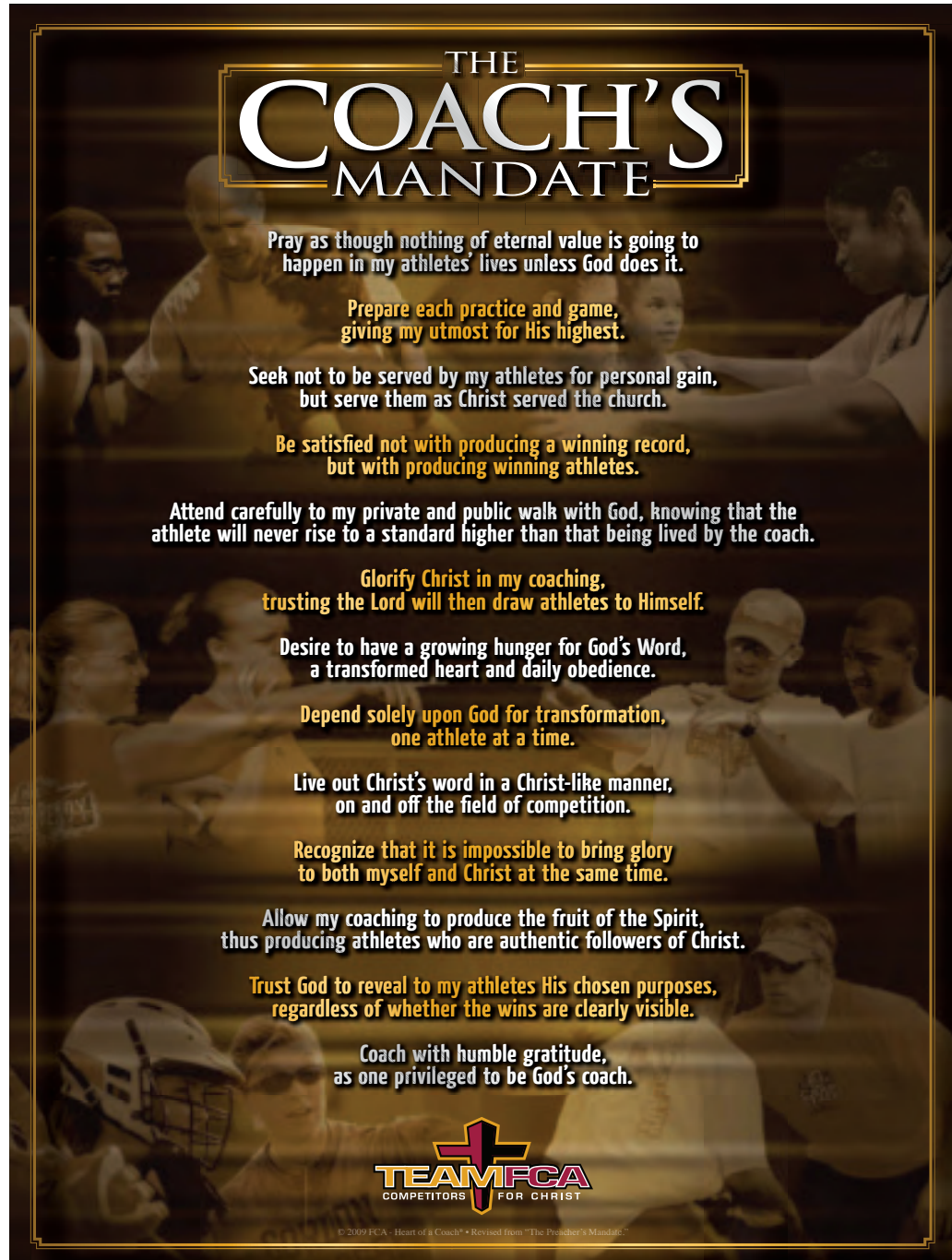
In Scripture, the heart is the source of human motivation.

“A good tree doesn’t produce bad fruit; on the other hand, a bad tree doesn’t produce good fruit. For each tree is known by its own fruit. Figs aren’t gathered from thorn bushes, or grapes picked from a bramble bush. A good man produces good out of the good storeroom of his heart. An evil man produces evil out of the evil storeroom, for his mouth speaks from the overflow of the heart.” Luke 6:43-45

Therefore, we must coach the heart.

The Coach's Mandate

The Coach's Mandate was created for Christian coaches who want their love for coaching to become evidence of their love for Christ. You and other team leaders can commit to living out these principles and encourage other team leaders to do the same by signing the Coach's Mandate on FCA.org.



Parents' Responsibilities

Parent Code of Conduct

The following policies regarding the conduct of FCA Teams parents are being established in support of the Player Code of Character and Conduct. We need parental support and participation as we seek to develop quality young men and women through sports. In consideration for your support of this Parent Code of Conduct, you can expect the coaching staff to abide by FCA Teams' coaching policies and team philosophy. Some players will soon be or are in a position to try out for school sports teams, or are hoping to play in college. They need to understand that playing time, positions played, athletic ability, effort, attitude, development and discipline are all key ingredients in how the coaching staff will determine the roster prior to and during any game.

There is a Parent Code of Conduct form in the Appendix of this Playbook that may be used.

Parent Code of Conduct and Support

- ▶ Be supportive and reinforce all elements of the Player Code of Character and Conduct.
- ▶ Please let the coaches instruct and position players and handle the running of the game.
- ▶ Don't complain about things including official calls, temperature in the gym, court and facility conditions, coaches' decisions, game circumstances, coaches on opposing teams and playing time.
- ▶ If you have a complaint or problem with anyone on the coaching staff of this team, work it out with that person directly. Do not let things escalate.
- ▶ If you have concerns regarding the team and how it's being run, bring them to one of the coaches or to the coaching staff.

Inappropriate Conduct

The following behaviors will not be tolerated:

- ▶ Allowing a player to leave to sit with you (except in emergency situations). Be sure to provide him or her with ample fluids and snacks to sustain throughout the game to eliminate the need to leave during competition.
- ▶ Questioning playing time
- ▶ Use of crude, profane or vulgar language
- ▶ Critical, judgmental or negative talk directed toward teammates and opposing team members
- ▶ Outward displays of displeasure with the officials
- ▶ Consumption of alcohol and/or drugs

Consequences for the Above Actions

Most often, you will be asked by the head coach or someone on the FCA leadership team to stop the inappropriate behavior. In some cases, particularly if you have offended an official or disrespected a coach, you will be requested to leave the playing area. If you do not cease from the behavior or refuse to leave the area when asked, your child may be pulled out of a game, temporarily suspended from participating in future games and other team activities or possibly even dismissed from the team. These decisions are at the discretion of the FCA leadership team. If you are dismissed from the team for a Parent Code of Conduct violation, you will be responsible for any additional costs and no refunds will be given.



CHAPTER 3: Building the FCA Team

The Planning Process

Most every game has a defined “field of play.” The players need to know what these boundaries are and how to give their full effort within the boundaries. The FCA’s field of play is defined by its Vision, Mission, Values and the Four C’s of Ministry.

It is within this field of play that each FCA ministry determines what it believes God is calling them to accomplishing. That is where the planning process comes into play. As an FCA Team, the goal is to plan how you will fulfill the FCA Vision to reach athletes and coaches for Christ. Building the ministry through effective planning can create excitement and momentum. Getting everyone on the same page allows the team to accomplish great results for the Kingdom of God.

It is important to set aside time to plan so that your team will have a clear direction in order to have the greatest impact. Dreaming about the overall vision of the team and digging into the details are both part of the planning process.

Below is **FCA’s Planning Cycle**.



Step 1: Form a Leadership Team

- ▶ Pull together key people that can help lead the ministry with you.
- ▶ Include parents, assistant coaches or other volunteers.
- ▶ This team is committed to grow the ministry.
- ▶ The team provides insight, wisdom, vision and valuable assistance; understanding that the ministry is not just one person leading.

Step 2: Create a Ministry Plan

- ▶ As a team, put down in writing clear team vision, goals and objectives.
- ▶ Direction determines destination, allowing everyone to know what is expected of them.

Step 3: Develop a Budget

- ▶ Ministry requires needed funds. Your FCA Team needs a budget for travel, team fees, uniforms, resources and more.
- ▶ Along with the budget, you will need to clearly communicate how the ministry will be funded, such as team fees, sponsorship and donations.

Step 4: Evaluate the Ministry

- ▶ Spending time to evaluate the ministry is essential.
- ▶ Individuals need to know how they are doing, what needs to be improved upon, and how to celebrate God's goodness.
- ▶ The ministry as a whole needs to be evaluated. Are the goals and objectives being met?

It is exciting to roll up your sleeves and do ministry. However, it is necessary to step back and value the planning process. Carve out time to make sure everyone is on the same page. Planning will dictate your success.

FCA Teams Procedures

Team Certification Requirements

Requests to use “Fellowship of Christian Athletes” or “FCA” in a team name are common. We encourage this because branding teams with our name extends our ministry. If a request to use our name for a team is made, these are our requirements:

- ▶ Each team coach must be qualified by FCA using our Ministry Leaders Application process.
- ▶ Teams must have liability and medical insurance (usually provided by the league), but if not available, individual team insurance naming the Fellowship of Christian Athletes as an Additional Insured.
- ▶ Each team will be charged an administration fee of \$50 to cover our internal expenses. If insurance is required, an additional charge will be made, depending on the type of team activity (usually \$50 to \$100) which will provide coverage under FCA's insurance policies. Contact the Special Event Insurance Department at the National Support Center if you have this need. Other than this specific insurance, no other FCA insurance extends to the team.
- ▶ Each team member and coach must sign a waiver. In addition, if the team member or coach is a minor, parental or guardian waivers must be obtained.

FCA Branding and Logo Usage Guidelines

If you are an authorized FCA Team, you may use our FCA logos in accordance with the guidelines in the FCA Teams Manual. Consistent and correct usage of the logo is essential to the success of the FCA identity. They are shown below. They may not be altered, adjusted or tampered with in any way. They may not be blended with another logo.

Current FCA Ministry Logos



The heart and soul in sports®



The heart and soul in sports®



The heart and soul in sports®

FCA Logo PMS Colors:

- ▶ Gold - Pantone 131 CVC
- ▶ Blue - Pantone 282 CVC
- ▶ Burgundy Red - Pantone 208 CVC

Where to Find FCA Logos

- ▶ They are available under Logos on FCA.org and are available in a variety of formats.

FCA Logo Download Tips

- ▶ Logo Resolution: Be sure and “click far enough” to get the right logo.
- ▶ If you see the logo in a blue square, this is a thumbnail, and you need to “left click” the logo in the blue square, then you’ll be taken to a download page with instructions.

Transportation

We do not manage or coordinate transportation. If requested, we can provide a copy of FCA’s transportation recommendations as a guideline for the team’s consideration.

Transporting Players

The “permissive use driver” of a vehicle becomes “insured” under the owner’s coverage. So, if the vehicle is owned, rented or leased by FCA, any “permissive use driver” is an “insured.” Volunteers driving vehicles not owned, leased or rented by FCA are not an “insured” under the FCA policy. Those volunteers must rely on their own coverage or the coverage of the vehicle owner. Also, volunteers cannot lease vehicles in FCA’s name.

Overnight Travel

We recommend trying not to manage this item other than offering the same guideline support as for transportation.

FCA Teams Finances

FCA Teams Financial Responsibilities

1) Fees and Team Expenses:

- a. All fees and money paid for team expenses (league fees, team fees, etc.) are to be collected and deposited in a local bank account.
- b. Any fee-based payment is not a deductible contribution, rather a fee for service, and therefore should not come through the National Support Center for processing.

2) Deductible Contributions:

- a. If someone is helping to sponsor a team, underwriting some of the cost of the team without receiving benefit, this is considered a deductible contribution and should run through the FCA National Support Center so donors can be receipted, and the money returned to the FCA Team. An example would be that a few businesses decide they help sponsor the team or team members by doing a fundraiser to offset the costs of the team.
- b. Expenses paid by parents or directly by a player are not considered deductible contributions.

3) Local Checking Accounts:

- a. Local bank accounts require two signatures. One signature should be an FCA staff person, even if the staff is not involved in day-to-day operations of the money. This is more of a control issue, such as in maintaining access to the money if the team dissolves, etc. This is spelled out in the policies below for FCA Teams ministries.

4) Equipment Bought with Team Funds

- a. Equipment bought with team funds that were raised through FCA would be the property of FCA especially if bought with sponsorship money or funds raised by the team. For example, if catcher's equipment, bats, uniforms, etc. are bought with contribution money, then they are the property of FCA.
- b. An example of the language used for property: "All funds and/or property received by or coming into the custody of any FCA Teams ministry shall be the property of the Fellowship of Christian Athletes to be expended or applied only for the purposes and in accordance with the policies and regulations prescribed by the Board of Trustees."



FCA Teams Policies for Handling Funds

All funds and/or property received by or coming into the custody of any FCA Team shall be the property of the Fellowship of Christian Athletes to be expended or applied only for the purposes and in accordance with the policies and regulations prescribed by the Board of Trustees.

Liabilities or Obligations: FCA shall not be liable for any act or failure to act by any FCA Team or any or all of the members, committees, officers, agents, volunteers or employees thereof, or for any obligation assumed or incurred by any FCA Team.

A local checking account can be set up at a bank by a FCA Team. When setting up the checking account, the bank will require all those signing checks to sign a signature card on file with the bank.

For control purposes, it is necessary that an employee of FCA (multi-area director, area director, area representative, or V.P. of Field Ministry) also be included on the signature card, although they will not be involved in signing checks for normal account transactions.

The bank signature card should be updated periodically to reflect current information. Copies of the signature card and related banking agreements must be filed with the local FCA office.

According to FCA policy, when writing a check two signatures are required for withdrawal of monies. When setting up the account, please notify the bank of this double signature policy so they can set up the account accordingly.

Funds solicited and/or generated by the FCA Teams fall into two categories:

1) Non-Contribution Gifts:

The amount of money received equals the services rendered to the person giving the gift.

Examples include: league fees, insurance costs and travel costs paid for individual team members.

Non-contribution gifts are not eligible as a tax deduction. Therefore, these monies must be deposited directly into the local checking account.

2) Contribution Gifts:

These are donations that are given to the FCA Team to support the needs of the team ministry. No services or consideration are rendered to the donor. Examples include: team sponsorships or funds raised to offset the cost of the team but not given for the benefit of any individual team member. It is necessary for donors to have proper tax-deductible receipts in order to claim this gift, so please make sure donor checks are sent to the FCA National Support Center, so that our donors are able to satisfy IRS requirements for taking the deduction on their tax return.

To satisfy IRS requirements, contribution gifts should be sent on a Contribution Transmittal form:

Fellowship of Christian Athletes

Attn: Receipting

8701 Leeds Road

Kansas City, MO 64129

A tax deductible receipt for a gift will be generated for the donors and properly credited to the Team Ministry. The Team Ministry is responsible to spend the money in accordance with FCA policies.

Each year the National Support Center is required to submit an annual informational return with the Internal Revenue Service. In order to assist the National Support Center in being compliant with this IRS requirement, each team must complete the Statement of Cash Receipts and Disbursements form that is found in the Appendix of the Playbook. Information needed to prepare this report can be obtained from the Team Ministry checkbook and other financial data.

Teams are to prepare this aforementioned financial report as of August 31 of each year. This report must be submitted to the National Support Center no later than September 30 for the following period: 2010 fiscal year - September 1, 2009 through August 31, 2010.

When submitting this form, please mail them to the following address:
FCA National Support Center
ATTN: Finance Department
8701 Leeds Road
Kansas City, MO 64129



CHAPTER 4: Best Practices

Developing the FCA Team

As you develop your team, it is vital to know who will serve on the team and who you will reach through the team. Your leadership team needs to be committed to certain guidelines as you recruit your players. This section will help bring clarity to team dynamics.

Leadership Team Roles: Who do I need to recruit to begin?

1. Head Coach for the team
2. Athletic Director (Administrator) – Organizes all administrative parts of the team including scheduling, fundraising, finances and equipment
3. Spiritual Director – Develops and implements a plan for the inward and outward spiritual reach of the team
4. Parent Representative – Communicates parental concerns to leadership team and communicates information from the leadership team to the team
5. FCA Representative (Staff or Local Board Member) – Connects team to larger FCA ministry and ensures the team follows FCA policies and procedures

Team Dynamics: Comparable Playing Time

Comparable playing time needs to be an emphasis of FCA Teams, because we need to develop and expose all of our players throughout the entire season. It is impossible to have equal playing time, but comparable is possible and a fair objective. If the entire team of players receives opportunities to grow, develop and improve individually, then the entire team will grow, develop and improve together as a group.

Playing Time Considerations

With the exception of injuries and excused absences, playing time will be dependent upon a player's reasonable satisfaction of Christian competition. If a player fails to meet this definition of being competitive, then his or her playing time will be affected – until the player changes and improves his or her attitude and effort. As a result, playing time isn't solely dependent on raw athletic ability or perfect performance. Instead, it is determined by the Christian competition definition, coupled with the organizational objective of player development.

With the above team dynamics at work, the results could include:

- ▶ Individual athletic skill improvement
- ▶ Positive, healthy team unity and chemistry
- ▶ Potentially, a high winning percentage
- ▶ Character, leadership and life skills development
- ▶ A successful and enjoyable season

Factors that affect lineup decisions:

- ▶ Demonstration of off-season development
- ▶ Effort and attitude at practice
- ▶ Pre-game effort
- ▶ Playing the right people, at the right position, at the right time (talent and experience)
- ▶ Timely insertion/relief of players to rest others
- ▶ No player is guaranteed to play every minute of every game
- ▶ No arbitrary insertion of players simply to equalize playing time, but will give “comparable” playing time (quality playing time against quality opponents)

FCA Team Profiles: Stories of FCA Teams' Impact

Seasonal Team Profile:

Baseball Team, NE Atlanta FCA Baseball Ministry

Two years ago, Bob Wiedemann started coaching an FCA baseball team of middle school boys in Atlanta. At the time, two of the 12 team members were Christians. The team played about 55 games in the spring of 2008, and then did the same in spring 2009.

Today, of those same 12 boys, all of them have accepted Christ on the baseball field. In Wiedemann's words, it has gone from "inreach" to "outreach," as the team now travels throughout metro Atlanta and the rest of Georgia in an effort to not only grow as a team, but also impact others.

"We have prayer prior to, during or after every ballgame with the opposing teams, inviting them to join, and inviting the umpires to join as well," Wiedemann said. "When we travel throughout metro Atlanta, we fly the FCA banner. We've got FCA on our jerseys, on our helmets, so everybody knows who we are and what we stand for. They're paying close attention to us."

Wiedemann said it's very rare to play a game and not have an opposing coach, player or parent question someone on his team about their beliefs. This team ministry started in 2007 with five teams, but it has expanded to 15 today. The age groups range from 10 to 14, and the only requirement is that the head coach is a dedicated Christian.

All of the teams take a seasonal approach, so they stay together for a minimum of a full season. The advantage, Wiedemann said, is it takes multiple seasons to establish a true sense of community within the team.

"We can really, really get some depth into the ministry in that type of situation, which is really the advantage of team ministry," he said. "It takes a full season for it to really sink in. In season two it starts to go into the home, you start seeing some questions and things from parents. Coming into season three, it's pretty unreal what's going on."

Each team is required to do community service at least three times during the season. This involves going to homeless shelters and local food banks – it really depends on the age of the kids. Every athlete and coach on every team is resourced with an Athlete's Bible, meaning more than 650 people have received Bibles in the past two years.

The main benefit of the team ministry, though, is that it's reaching an area of the community previously uninvolved with FCA.

"This is a community ministry as opposed to an on-campus ministry," Wiedemann said. "It's just an alternative to the campus ministry that's currently being done. There are literally thousands upon thousands of kids playing community sports who aren't being touched, and this is a tremendous way to reach them."

Event Team Profile:

Under-15 Lacrosse Team, FCA Lacrosse Ministry

Call it the “Rule of Thirds.” All of the teams within FCA Lacrosse are aimed at a specific target. Ideally, when a team is created, 1/3 of the players will be sold-out, on-fire Christians. Another 1/3 will have had some exposure in the past to Christianity and FCA, but aren’t quite there yet. And the remaining 1/3 will have had little or no experience at all.

“It’s always been a battle to determine the purpose of our teams,” said Ryan Horanburg, national director of FCA Lacrosse. “Do we want everyone on the team to be a Christian, or do we want to use it as a ministry outreach for non-believers? So we’ve kind of come up with a model of one-third, one-third, one-third.”

It’s obviously working. Since the first FCA Lacrosse team went to a tournament in Vail, Colo., in 1992, the team ministry has since expanded to 47 teams. These include both seasonal and tournament teams, the majority of which are for high school or middle school-aged players. Some teams, however, are for 50-year-olds and up.

In July, FCA’s Under-15 lacrosse team won the national championship in Bel Air, Md. A local reporter followed the team during the tournament and then wrote a story about the behind-the-scenes view of the national champs. It spoke of their Bible studies, accountability time and prayer life. It interviewed a player on the team who wasn’t previously involved with FCA, but intended to return to his hometown and start an FCA Huddle. “It just painted the perfect picture of what we want our FCA Lacrosse teams to be,” Horanburg said.

FCA also has a national high school team, for which 1,400 kids tried out this past year, and only 20 made the cut. They recently took second place in a national tournament. In short, both the U15 and the high school team are starting to make some serious noise in the lacrosse world.

One of the greatest benefits, Horanburg said, is that FCA Lacrosse is pulling kids from all over the country to compete on these teams and give them a glimpse of FCA. But after the tournament or season is over, those kids are going back to their communities and getting more involved with their local FCA.

In addition, the FCA team ministry idea reaches those who probably wouldn’t be reached otherwise. “The fact is,” Horanburg said, “like it or not, not everyone goes to FCA Huddles on campus. Whether that’s because it’s early in the morning or the ‘cool’ people aren’t there – whatever the high school reason is – not everybody is interested in being involved,” he said. “But there are a lot of kids who are interested in being a part of a team that is different or has positive values or is Christ-led. And a lot of times these kids have such a great time or are impacted in such a great way that they want to go back and be involved with their Huddle. That’s the biggest thing I see.”

Tools and Communications

There are many FCA resources and tools available for your team. FCA has some of the best resources for the athlete and coach. Many coaches utilize these to do “in reach” (devotions, Bible studies, discipleship) and outreach (programs, clinics, events).

Let FCA Equip You!

With a variety of online opportunities,
you can continue to grow your FCA Team.



 <ul style="list-style-type: none">• Learn how to do FCA Campus ministry• Find your Campus• Free videos & resources• Available 24/7	 <ul style="list-style-type: none">• Watch videos• Answer study questions• Connect with resources• A great tool available 24/7	 <ul style="list-style-type: none">• Find Bible Studies, Devotionals, Videos & More!• Submit Your Own Resources• Free access 24/7	 <ul style="list-style-type: none">• Connect with other coaches• Engage in online Bible study• Post videos• Free & available 24/7
---	--	--	---

**Log on today and enjoy your
free resources!**

FCA Resources

The FCA Resource Library contains online resources including devotionals, Bible studies, videos, icebreakers and more. There are thousands of free resources available to aid in your FCA Teams ministry—just go to FCAResources.com.



FCALife

FCA is also launching an online social network called FCALife that will connect leaders in FCA. FCALife is a partnership with FCA and Tangle.com to provide a place where the FCA family can come together online to share, live and grow.

You can connect with other athletes, coaches and volunteers, create your own team group, upload your own content and engage in the online Bible. You can also use it to share your faith and post to your other social networks.

Rest assured we have your online safety in mind. Much of the content created on Tangle.com is reviewed by a real person before being posted. Visit FCALife.com to join.

r12 Coach

r12 Coach is FCA's discipleship process specifically for coaches. It is an online companion to the r12 printed study guide (which uses Romans 12 as its basis) and has a DVD available for purchase. It includes more than 30 additional teaching videos from Chip Ingram not available anywhere else. Coaches will go through this process first to grow personally and then learn how to teach the curriculum to athletes in their FCA Huddles. Go to r12Coach.com to begin.

FCAGear: Ministry Resources for Teams

FCAGear is committed to equipping and empowering you to do effective team ministry. A one-stop-shopping experience, FCAGear offers selections for both the public as well as FCA staff. Coaches, athletes, and volunteers can find a total selection of FCA customized apparel, gifts, videos, Bibles, publications and ministry tools by going to FCAGear.com.

Custom Orders

FCAGear provides the public and FCA staff members with the opportunity to customize their apparel. FCAGear designs customized t-shirts, polos, jackets and hats for FCA Teams events and tournaments.





Appendix: Forms and Agreements

FCA Teams Certification Form40-41

Commitment to FCA Teams Philosophy 42

Athlete Commitment Form..... 43

Coach/Adult Leader Commitment Form 44

Parent Commitment Form..... 45

Parent Release Form 45

Youth Protection Goals and Expectations46-50

Teams Ministry Financial Summary 51

Funds Returned Contribution Transmittal..... 52

Medical Certification and Indemnification Agreement 53





☒ Yes, I want to certify (sanction) my FCA Teams Ministry. As a certified FCA Team that is committed to the mission of FCA, you will receive **ministry resources, staff support, training and liability insurance**. Please see the reverse side for more details of the certification process.

Please fill in the following REQUIRED information:

A seasonal Team plays for at least one season and up to one year. FCA's ministry year is Aug. 1 - July 31. Expect your Team Ministry Kit to arrive by Aug. 15.

An Event Team plays for at least one day and up to one week of competition. **\$10.00**

*A completed Ministry Leader Application (MLA) is required in order to process your certification. Complete online at fca.org/mla. If you have already completed an MLA, you do not need to do it again.

Cardholder's Signature: _____

TEAM RENEW



Additional Coaches and/or Contacts:

Contact Person: _____

Email: _____ Daytime Phone (_____) _____

Contact Person: _____

Email: _____ Daytime Phone (_____) _____

Contact Person: _____

Email: _____ Daytime Phone (_____) _____

FCA Teams Ministry Certification

Team Certification Process:

- The cost of certifying your team is \$50.00 for a seasonal team and \$10 for an event team. If it is soccer or football, it is \$100 for the seasonal team.
- All teams will have the same expiration date: July 31.
- The FCA ministry year is August 1 to July 31.
- Seasonal Teams that certify/renew by July 15 should receive their Team Playbook by August 15.
- A complete Ministry Leader Application is required for all adult leaders. Complete online at fca.org/mla.
- Access to Team Ministry resources is online.

The FCA Teams Playbook:

- The official FCA Teams Playbook will be sent to all certified seasonal teams.
- If event teams want the Team Playbook, it can be ordered for an additional \$9.95.
- Contents of the FCA Teams Playbook include:
 - FCA Team Philosophy and Commitment
 - Coaching Commitment
 - Player Code of Character and Conduct
 - Team Name Guidelines
 - FCA Team Financial Guidelines

Please fill out form and mail to:

Fellowship of Christian Athletes
8701 Leeds Road
Kansas City, MO 64129

800-289-0909

fca.org • fca@fca.org

Appendix:



Commitment To FCA Teams Philosophy

I understand and agree with the following standards of FCA Teams, as well as commit to accomplishing the following goals:

1. To provide quality sports instruction in the following areas:
 - Proper warm-up and warm-down procedures, including stretching, icing and rest
 - Proper fundamentals, including the development of instinct, reaction, mechanics and accuracy
 - Proper techniques for executing other parts of the game
2. To work out, train, practice and compete with the proper attitudes, approaching the sport with heart, desire, dedication, drive, motivation, intensity and enjoyment
3. To facilitate an environment conducive to hard work and maximum effort, in the context of fun, seeking to develop good habits and a solid work ethic
4. To provide a positive “team” experience, emphasizing the importance of FCA Core Values: Integrity, Serving, Teamwork and Excellence
5. To prepare players for higher levels of future sports programs
6. To prepare the players and coaches for life by:
 - Emphasizing character and leadership development
 - Using game experiences to teach life principles
 - Teaching athletes how to be positive role models
 - Helping the athletes along their journey to adulthood
7. To facilitate an environment where families learn and grow with the athletes
8. To provide opportunities for the athletes and coaches to reach out to the community

In order for our team to fulfill the goals stated above, I hereby commit myself to

1. Maintain a teachable spirit and flexible attitude...be a listener and learner
2. Willingly submit to the leadership entrusted with the responsibility of managing, coaching, instructing, and developing this team by following the policies and goals stated in the Team Code of Character and Conduct
3. Pay the entire amount of my dues on time
4. Make my life available for growth through whatever demands and opportunities this team may bring

I am committed to growing in my sports abilities, personal character and skills for life

Signature

Date



Athlete Commitment Form

With full understanding of the organizational goals and policies, I hereby commit myself to abide by the FCA Teams Player Code of Character and Conduct and FCA Teams Philosophy, as well as strive to grow in areas of character and leadership development, for the duration of my involvement with the FCA Teams program.

COMMITMENT TO THE FCA TEAMS PURPOSE AND OBJECTIVES

Player Signature

Date

Parent Signature

Date

COMMITMENT TO THE FCA TEAMS PHILOSOPHY

Player Signature

Date

Parent Signature

Date

COMMITMENT TO THE PLAYER CODE OF CHARACTER AND CONDUCT

Player Signature

Date

Parent Signature

Date



Coach/Adult Leader Commitment Form

With full understanding of the organizational goals and policies, I hereby commit myself to abide by the FCA Teams Purpose and Objectives and FCA Teams Philosophy, as well as strive to grow in areas of character and leadership development, for the duration of my involvement with the FCA Teams program.

COMMITMENT TO THE FCA TEAMS PURPOSE AND OBJECTIVES

Coach/Adult Leader Signature

Date

COMMITMENT TO THE FCA TEAMS PHILOSOPHY

Coach/Adult Leader Signature

Date

Signature

Date

COMMITMENT TO THE FCA TEAMS COACHING PHILOSOPHY AND COACHES' RESPONSIBILITIES

Signature

Date

Signature

Date



Parent Commitment Form

With full understanding of the organizational goals and policies, I hereby commit myself to abide by the FCA Teams Parent Code of Conduct, as well as strive to grow in areas of character and leadership development, for the duration of my involvement with the FCA Teams program.

COMMITMENT TO THE PARENT CODE OF CONDUCT

Parent or Guardian Signature

Date

Parent or Guardian Signature

Date

Parent Release Form

I, the minor's parent and/or legal guardian, hereby grant the minor permission to participate in all FCA Teams activities, including clinics and post-season tournaments not specifically scheduled. I acknowledge that these activities may require travel in various modes of transportation, with accommodations and meals in various establishments.

I acknowledge that the minor participates in all FCA Teams activities at his/her own risk. In consideration of your permitting him/her to participate, I hereby accept any inherited risk of play, participation, or travel, and I hereby release the Fellowship of Christian Athletes, the league in which the team competes, and/or any other national or local organization/association with which FCA may affiliate, and the officers, coaching staff, sponsors, volunteers, officials, employees, agents, affiliates, heirs, successors, and assigns of each from any responsibility that you or they might have regarding the health and physical condition of the minor during his/her participation.

On behalf of myself, the minor, our heirs, executors, and assigns, I further release and forever discharge all of the above individuals and entities from any and every claim, demand, right or cause of action either in law or in equity arising from the minor's participation in all activities. The undersigned agrees to indemnify and hold harmless all of the above individuals and entities from any claim made in derogation of this release.

Participant's Name (Please Print)

Parent or Guardian Signature

Date

Parent or Guardian Signature

Date

Team

Appendix:

Fellowship of Christian Athletes Youth Protection Goals and Expectations

As part of our purpose, we seek to provide every youth, participant, and staff person with a safe, fulfilling experience. We expect all staff to promote a positive, nurturing environment for our youth and other participants, and to closely follow all FCA youth protection guidelines and directives.

Guidelines for FCA Representatives

I. Behavior Policy

1. FCA expects all paid staff and volunteers, in every aspect of their involvement with FCA activities and programs, to exhibit exemplary language and conduct, consistent with FCA's ministry purpose, Sexual Purity Policy, and moral and theological beliefs.
2. FCA prohibits staff members and volunteers from:
 - a. Engaging in any dating, romantic or sexual activity or relationship with the young people and adults who participate in our programs
 - b. Using sexually explicit language or jokes, or possessing or viewing lewd or pornographic materials in the presence of participants or others
 - c. Engaging in any sexual relations or activities that constitute sexual offenses as defined by federal or state law
 - d. Using language or behavior that involves violence or is derogatory, threatening, abusive, or harassing
3. In addition, FCA expects staff members and volunteers involved in our programs to be attentive to the physical and emotional abilities and needs of participants, and to avoid situations that could cause participants to suffer an accident or injury.
4. Any FCA representative who is found by FCA to have violated this Behavior Policy, or FCA's Sexual Purity Policy, or any of the guidelines below, may be immediately terminated or subjected to disciplinary action, all in the discretion of FCA.

II. Prevention Guidelines: Barriers to Abuse

- 1. Team Leadership** — Whenever feasible a youth will not be in the primary care or supervision of only one adult. Teams of leaders will supervise activities. Where possible, experienced adult workers should be included with adults who are newcomers to youth work.
- 2. Athletic Activities** — The excitement, emotions and stress of athletic activities can give rise to inappropriate language and physical contact. FCA representatives must refrain from jokes, remarks, exclamations and physical touch that could be perceived as negative or suggestive. Also, be aware of the physical needs of the athlete, such as fatigue, the need for fluids, treatment of an injury, and weather conditions (such as electrical storms or extreme heat).

3. Individual Counseling — Counseling with youth should be in the nature of spiritual counseling. Coaching and mentoring on ordinary problems and challenges of growing up is also acceptable. Counseling should not involve therapy or advice concerning mental or emotional illness, suicidal thoughts, drug abuse, or pregnancy. Generally parents should be advised of these more serious problems. In some instances, the youth should be referred to a professional (see procedures below under Long-term Counseling). Team counseling is preferable whenever possible. When team counseling sessions are not feasible, notify your program leader in advance of the location and with whom you are meeting. Counseling must always be done in a public place (lobby, courtyard, snack shop, etc.) where private conversations are possible but occur in full view of others. Guard carefully to avoid seclusion. Be especially careful to have female adults counsel female youths and males counsel males. A male/female team is generally appropriate for counseling either gender.

4. Long-term Counseling — FCA representatives (especially at camp) should avoid entering into long-term individual counseling relationships with participants. Generally, you should not be meeting with a youth for counseling more than three times. FCA representatives should report all counseling contacts to their program leader. Adult leaders are generally not prepared or supported for long-term counseling or formal therapy.

Instead, refer youth who have a need for long-term counseling to professionals in the community. Before making a referral, always consult with your program leader about the need for referral and how to make the referral. It is usually appropriate to notify, and make the referral through a parent/guardian.

5. Informal Contact (Independent of FCA Activities) — Informal contact refers to phone calls, cards, face-to-face contact, or other communication between an FCA representative and a youth that is not connected to “official” FCA activities. FCA recognizes that informal contact between FCA representatives and youth frequently occurs and can be very beneficial for Christian and social reasons. For example, staff may hire teens as baby-sitters for their own children, or staff may see kids during social events with the child’s family. This interaction is usually legitimate and beneficial. However, staff should seek permission of parents, and report plans for such contact to the FCA program leader before having informal contact with the child. The staff member should clearly let the parent know the nature of the contact and that it is not part of an FCA activity. Parents are responsible for monitoring this informal contact. In follow-up to an FCA activity or event, FCA representatives should only send post cards, not letters. Follow-up emails must be sent from an FCA computer, not a home computer.

6. Be Aware of “Fantasy Relationships” — Refrain from spending an inordinate amount of time with any one participant that could lead the participant to misread your interest in him or her or become too strongly tied to you. Be aware of how you express your concern for the student. When you express love, be sure students know you mean Christian love.

7. Youth Supervising Youth — Minors may help adults lead youth activities only under the direct leadership of a screened and trained adult. Minors must also be screened and trained (as appropriate for their age). Minors under 16 years of age generally should not be permitted to help lead youth activities. Minors in leadership roles should not be left alone and unsupervised with youth participants.

- 8. Overnight Activities** — At least two adults will supervise overnight activities. If the participants are male and female, then male and female chaperons must be present. It is never appropriate for an adult chaperon who is not a family member to share a bed with a youth. Males and females attending events must not share the same sleeping quarters and should have separate access to bathroom facilities. Younger minors should be provided sleeping and changing facilities separate from older minors. Experienced adult workers should be included with adults who are newcomers to youth work.
- 9. Transportation** — FCA may from time to time provide transportation as an official part of an activity. When children or youth are transported as a part of an activity, follow the “two adult rule” whenever possible. Avoid situations where one adult is alone with one youth. In addition, never allow a child to be left alone in a vehicle. All other guidelines also apply.
- 10. Confidentiality** — Youth workers must report to a program leader if a minor discusses harming himself or others, committing a crime, or being abused. There are limits to confidentiality when working with youth. Where necessary, explain clearly to youth that there are some circumstances where you are required to “tell” what the youth discloses. Questions about such cases or other issues of confidentiality must be discussed promptly with the program leader. While you should generally maintain the confidentiality of personal information provided to you by participants, at the same time you should never promise complete confidentiality. If a child confides to you that he has been sexually or physically abused by a family member or another, you may have a legal obligation to report this to the authorities. In addition, if the child tells you that he has committed or plans to commit a crime, or plans to harm himself, you may need to report this to the authorities as well.
- 11. Gifts** — Youth workers should not give personal gifts or money to youth. Gifts can be easily misinterpreted. With the advance approval of the program leader, small gifts given to groups of young people can be allowed, such as graduation presents or awards for participation.
- 12. Physical Contact** — In athletic activities, physical contact between players and between coaches and players, is often a necessary part of practice and the game. Certain kinds of physical touch however, are inappropriate. While “high-fives,” side-hugs, and pats on the shoulder are usually acceptable, full-hugs, patting the buttocks, and back rubs or massages are not acceptable. Do not allow “piling on” or “dog piles” after a game or practice. Roughhousing and horseplay also should be discouraged, because they can lead to injury.
- 13. Corporal Punishment** — Corporal punishment (hitting or spanking) and other forms of punishment involving physical pain are never appropriate. This rule holds true even if parents have suggested or given permission for corporal punishment. Youth workers must consult their supervisors or program leader if they need help with discipline techniques.
- 14. Open Door Policy** — All FCA events are “open door.” This means that staff and parents have a right to observe any activity. FCA does not practice secret activities, initiations, or rituals.

A young boy with brown hair is shown in profile, looking down at an open book he is holding. The book's cover is green and yellow, with the title 'GOLDY'S STORY' visible. The background is blurred, showing other people in a library or classroom setting.

21. Focus on these spiritual guidelines while working with young people:

1 Thessalonians 2:11,12 — *For you know that we dealt with each of you as a father deals with his own children, encouraging, comforting and urging you to live lives worthy of God, who calls you into his kingdom and glory.*

1 Thessalonians 5:22 — *Avoid every kind of evil.*

Philippians 4:8 — *Finally brothers, whatever is true, whatever is noble, whatever is right, whatever is pure, whatever is admirable - if anything is excellent or praiseworthy - think about such things.*

James 3:8-10 — *...but no man can tame the tongue. It is a restless evil, full of deadly poison. With the tongue we praise our Lord and Father, and with it we curse men, who have been made in God's likeness. Out of the same mouth come praise and cursing. My brothers, this should not be.*

22. Drugs/Alcohol/Tobacco Use Policy — It is expected that FCA staff/volunteers will not use alcohol, drugs, or tobacco (chewing or smoking) while supervising an FCA event.

Signature

Date

FCA Team

Position

FCA Teams Ministry Financial Summary

Team Name: _____

Preparer's Name: _____

Address: _____

City/State/Zip: _____

Statements of Cash Receipts & Disbursements

For Year Ending August 31, 20____ (September 1, 20____ through August 31, 20____)

(Round to nearest Dollar)

Beginning Cash, September 1 \$ _____

Net Income / (Loss) See Below \$ _____

Ending Cash, August 31 \$ _____

Revenues:

Contributions:

Contribution Revenue \$ _____

Total Contributions: \$ _____

Non-Contributions:

Program Revenue \$ _____

Player Dues \$ _____

Interest Revenue (Checking & Savings) \$ _____

Miscellaneous Revenue (Attach Schedule) \$ _____

Total Non-Contributions: \$ _____

Total Revenue: \$ _____

Expenses:

Rental Fees (facility, transportation, equipment) \$ _____

Game Expenses (officials, food) \$ _____

Equipment \$ _____

Uniforms \$ _____

Travel \$ _____

FCA Resources (Bibles, Devotionals) \$ _____

Tournament Fees \$ _____

Supplies \$ _____

Telephone \$ _____

Postage & Shipping \$ _____

Printing & Publications \$ _____

Other Expenses (Attach Schedule) \$ _____

Total Expenses: \$ _____

NET INCOME/(LOSS): \$ _____

Funds Returned Contribution Transmittal

Team Ministry: _____
Name City State

Make Check to: _____
(FCA) Ministry Name

Send Check to: _____
Name/address of treasurer

We will mail your returned funds and donor receipts back to the treasurer for distribution.

Enclosed are checks from:

Name of Donor	Amount
1	\$
2	\$
3	\$
4	\$
5	\$
6	\$
7	\$
8	\$
9	\$
10	\$
11	\$
12	\$
13	\$
14	\$

INSTRUCTIONS:

The 7-digit National Number will be assigned by the FCA National Support Center in Kansas City. Please use the donor number with name on subsequent reports (you will find the 7-digit number on the lower left-hand corner of the receipt). If no address is on donor check, or if a change of address is necessary, please use the next line for address.

Mail the original report and all checks to: Finance Department, c/o Receipting, Fellowship of Christian Athletes, 8701 Leeds Road, Kansas City, MO 64129. Mail a copy of the report to your local/state office. Keep one copy of this report for your records. Enter national FCA number on your copy from the receipts.

Signed: _____ Date: _____

Medical Certification and Indemnification Agreement

In the event of illness or injury, permission is hereby granted to any administrative or coaching staff member of FCA, or their designated representative to administer or secure emergency medical assistance and/or take any other action as may be deemed prudent, including, without limitation, referral to licensed medical personnel or transfer to the appropriate hospital or medical facility. I hereby certify that I, as a Coach, am physically able to participate in FCA Teams activities for the current season. The following is a list of all allergies to medication and a list of any current medications that are being taken and the dosage. (If NONE, please check the appropriate NO Allergies and NO Medications boxes.)

☐ NO Allergies ☐ NO Medications

Physician's Name

Physician's Address

Physician's Telephone Number

Hospital Plan: Contact Number

Company

City

State

Zip

Other Pertinent Information

I am willing to participate in all FCA Teams activities, including clinics and postseason tournaments not specifically scheduled. I acknowledge that these activities may require travel in various modes of transportation, with accommodations and meals in various establishments. I acknowledge that I participate in all FCA activities at my own risk. In consideration of your permitting me to participate, I hereby accept any inherited risk of play, participation or travel, and hereby release FCA, the league in which the team competes, and/or any other national or local organization/association with which FCA may affiliate, and the officers, coaching staff, sponsors, volunteers, officials, employees, agents, affiliates, heirs, successors, and assigns of each from any responsibility that you or they might have regarding my health and physical condition during my participation. On behalf of myself, my family, heirs, executors, and assigns, I further release and forever discharge all of the above individuals and entities from any and every claim, demand, right or cause of action either in law or in equity arising from my participation in all activities. The undersigned agrees to indemnify and hold harmless all of the above individuals and entities from any claim made in derogation of this release.

Coach's Signature

Date

Print Name

Appendix:

"FCA has impacted my life and my performance in sports so much! It taught me how to have an intensity on the court no worldly motivation ever could! I am so thankful for FCA and the people there who have inspired me and challenged me day by day!"
— Brittany, student-athlete



FCA TEAMS

PLAYBOOK



Contact Information:

Fellowship of Christian Athletes
8701 Leeds Road
Kansas City, MO 64129-1680
Phone: (800) 289-0909
E-mail: fca@fca.org
www.fca.org



The heart and soul in sports®

TEAMS PLAYBOOK



FCA VISION

To see the world impacted for Jesus Christ through the influence of athletes and coaches.

FCA MISSION

To present to athletes and coaches, and all whom they influence, the challenge and adventure of receiving Jesus Christ as Savior and Lord, serving Him in their relationships and in the fellowship of the church.

FCA VALUES

Our relationships will demonstrate steadfast commitment to Jesus Christ and His Word through Integrity, Serving, Teamwork and Excellence.

