

FIYA FACILITY MEMO

TO: Participating FIYA Host School

FROM: FIYA

DATE: 2024-25 SCHOOL YEAR

This FIYA Facility Memo is intended to provide some guidelines between FIYA and the school providing use of its Facility (the “Host School”):

1. FIYA

FIYA is a nonprofit 501(c)(3) that provides after school interscholastic sports at the middle/elementary school level and its mission is strengthening schools through sports. FIYA oversees the administrative and operational aspects of its various sports leagues for the participating schools.

2. HOSTING BENEFITS

In its partnership with the participating schools, FIYA welcomes the opportunity to allow schools to host their FIYA games at their own facility either in the school’s gym and/or on the school’s field. A hosting school (“Host School”) benefits by, among other reasons, saving on transportation costs, increasing the likelihood of student participation, creating a more spirited school community and promoting a marketing opportunity for the school in the community.

3. INSURANCE

FIYA is fully insured and can provide the Host School with a Certificate of Insurance, listing the Host School as an additional insured. Please send an email to info@onfiya.org if you wish to have FIYA’s updated Certificate of Insurance by providing the exact name and physical address to be listed on the Certificate of Insurance.

4. HOSTING DUTIES

In order to serve as a Host School, the Host School agrees to the following:

- To host FIYA games for a minimum of two (2) games on the weekday or weekdays of the Host School’s choosing. Note that FIYA games are generally on weekdays only and do not start before 4 pm or after 730 pm.
- To allow FIYA staff to inspect the gym/field and to assist the Host School in the preparation of the gym/field prior to the start of the season.

- To set up its gym/field prior to the start of each FIYA game day at the Host School facility during the season.
 - In the case of gyms, this is setting up the equipment (volleyball net, basketball hoops or futsal goals) along with a score table which includes the scoreboard machine, FIYA issued scoresheets and the FIYA sportsmanship pledge banner.
 - In the case of fields, this is setting up the equipment (cones, down markers, yard markers, corner flags, soccer goals) along with a score table, a scoreboard and a FIYA sportsmanship pledge banner.
 - For a Host School that weekly re-paints or re-chalks the game lines that FIYA has placed on the field, FIYA will supply the necessary equipment to the Host School.
- To obtain and to assist in training a scorekeeper for volleyball and/or basketball. It is recommended that the Host School find a high school or junior high school student who is capable of serving as a scorekeeper. FIYA will provide the initial scorekeeper training via video tutorials. The scorekeeper or the Host School shall text the winners of each game to FIYA on a weekly basis.
- To communicate with FIYA with respect to protocols for visiting teams to abide by at the Host School's facility including where to park and where to enter/exit the facility.

5. FIYA DISCOUNTS

FIYA will send an invoice to a Host School upon the conclusion of the season. The invoice will reflect various discounts:

- FIYA will apply a per game discount to the Host School's league registration fee for each visiting school team scheduled to play at the Host School's facility.
- At the discretion of the Host School, FIYA will use the funds from the participating teams' league registration fees to pay the Host School's scorekeeper or the Host School can pay the scorekeeper directly and FIYA will discount the Host School's league registration fee accordingly.
- In the case of Host Schools with grass fields, FIYA will discount the Host School's league registration fee for weekly maintenance of repainting game lines.