



Knights of Columbus

Soccer Challenge

Playbook



Conducting a Cou

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Encourage values of sportsmanship and healthy competition with this meaningful and fun event!

Play-By-Play for Council Soccer Challenge Championship Chairman

BRANDING

Always use the program's official name: Knights of Columbus Soccer Challenge.

ORDER KIT

Order the Knights of Columbus Soccer Challenge kit (#SC-Kit) through Supplies Online, the supply ordering portal available on Officers Online.

SET A TIME AND PLACE

Contact schools, community centers or youth centers and reserve a soccer field. Ask local sports teams, colleges or universities to work with your council on the Soccer Challenge as part of their community outreach program. While September is the recommended month for conducting a council competition, councils should be flexible and work around the schedules of local school's teams. All local competitions should be held so that the winners can participate in the district competitions, and

district events should be held prior to regional or jurisdictional events.

INSURANCE

If an insurance certificate is requested, a one-day policy for \$1 million of coverage can be purchased from Lockton Affinity at 800-496-0288 or councilinsurance@locktonaffinity.com

SOLICIT LOCAL SUPPORT

Contact the schools in your area to explain the program. Seek permission of the principals, athletic directors, and superintendents to conduct the program as part of their physical education or intramural program or ask for an endorsement encouraging students to participate in this community sports program. Also ask them if it is possible to hold your Knights of Columbus Soccer Challenge prior to a game and to present awards during halftime. High school athletes should be reminded to check with their jurisdiction high school athletic association/athletic director about possible eligibility conflicts.

Council Championship

Contact officials from the town recreation department or local youth soccer leagues to promote the competition among their players. Teams and schools can hold preliminary competitions to determine winners by age groups to advance to the council competition. Make sure that entry forms/score sheets are distributed in advance to the officials of the leagues or coaches of the teams.

If there is a professional or semiprofessional franchise in your area, contact its public relations office to see if arrangements can be made to honor winners of your competition during halftime. Also, approach teams about the possibility of getting players to present awards to your champions. Local sports teams, including sports other than soccer, may also be willing to donate uniforms, autographed memorabilia and other similar items as awards or prizes for your champions.

PROMOTE THE EVENT

Display program posters prominently to generate attention and participation. Ask to display posters in schools, youth centers, church halls, libraries, and other prominent locations in the community. On the poster indicate the name of the contact person, the date, time and location of the competition, and a telephone number to call for additional information. Supplement these posters with newspaper ads, radio and TV spots and other publicity. Additional posters are available through Supplies Online, the supply ordering portal available on Officers Online.

PREREGISTRATION

Preregistration of athletes will boost the number of participants and save time at the actual event. Distribute entry forms/score sheets to approved locations. Make sure the teachers know your council number and contact information. Personally deliver entry forms/score sheets to physical education teachers and coaches when possible. Try to collect completed forms before the competition to get a general estimate on the number of participants. Plan the competition based on these numbers. Have an announcement made in school or send out a reminder of the competition immediately before the event. Be ready to accept entry forms/score sheets from walk-in participants on the day of the competition.

BUILD BUZZ

Use the sample press release on www.kofc.org/soccer to announce the competition in local newspapers and through radio announcements. Always use the program's official name: Knights of Columbus Soccer Challenge.

COMPETITION DAY

Conduct the competition by the rules covered in this booklet. Plan to open the field an hour before the actual event to allow for the registration of walk-in participants. If space allows, participants are welcome to warm up prior to the start of the event. Organize entry forms/score sheets by age and gender. Make a final check of equipment and see that the regulation-size soccer balls are available and that the penalty lines are clearly marked. Verify that judges and scorers have been properly advised of their duties and responsibilities. Use the entry form/score sheet to record each participant's score. This form must accompany each competitor as he or she progresses through the higher levels of competition. All council-level participants will compete during the scheduled hours of the competition and under the same conditions as all other competitors in their designated age group. No participants should be allowed to compete at any other time. Pump all balls well ahead of event so that the Supreme Council can replace them if needed.

RECOGNITION

Present *Participation Certificates* (#4573) to all participants, and *Council Champion Certificates* (#4575) to the winners at the end of the competition.

Plaques, prizes, and promotional items suitable for council champions can be ordered through knightsgear.com. These items include regulation-size soccer balls, plaques, and trophies all bearing the Knights of Columbus logo.

RECRUITMENT

Don't forget that the Soccer Challenge presents an excellent membership recruitment opportunity. Set up a table at the competition so that attending parents can learn about what the council has to offer prospective members. Stock it with membership pamphlets, form 100's and refreshments. Make sure you get the phone number of potential recruits to perform adequate follow-up procedures.

ANNOUNCE WINNERS

Personalize the sample announcement by adding the names of the council winners and send copies to local and diocesan newspapers and radio stations.

Build toward your Community program requirement for the Columbian and Star Council Awards!

Conducting a

PROGRAM CREDIT

Immediately following your council's championship, the grand knight must complete and submit the *Fraternal Programs Report Form* (#10784) found on kofc.org/forms and included in the Soccer Challenge Kit as well as the support materials link at kofc.org/soccer. This feedback provides valuable statistics for participation and an overall assessment of the program. Include the number of participants (non-volunteers) in section 2.

ADVANCED COMPETITION

Provide the entry forms/score sheets for the council winners to the district deputy for the district competition. Make sure your council number is on the form. Inform council competition winners of the date, time and location of the district competition and any other levels of competition to which they are advancing. Be sure that a council official accompanies council winners to all upcoming competitions as they advance. In the event that a winner in any level cannot participate in the next level of competition, the second-place winner should represent the area.

DISTRICT/REGIONAL/JURISDICTIONAL & INTERNATIONAL LEVELS

Play-By-Play for the District Deputy

DISTRICT COMPETITION

The district level competition is only necessary if more than one council within a district participates in the Soccer Challenge. Otherwise, council winners will proceed to the regional or jurisdiction-level competition.

SET A TIME AND PLACE

Secure a field, select a date for the October Championship and pass on the information to each of the council Soccer Challenge chairmen in your district.

COMPETITION DAY

Conduct the district championship according to the rules covered in this booklet. Organize entry forms/ score sheets by age and gender. Use the entry form/score sheet to record each participant's score. This form must accompany each champion as he or she progresses through the higher levels of competition. The council number must also be clearly written on the form.

Make a final check of equipment and see that the regulation size soccer balls are available and that boundaries and penalty kick lines are clearly marked. Make sure the scoring zones are properly installed with four pieces of 6½- to 7-foot long rope to be placed diagonally along the four corners of the goal. Use tent stakes to secure the bottom ropes to the ground. Instruct judges and scorers of their duties and responsibilities.

The ropes should be tied at 4 feet up and 8 feet across on the 8' x 24' regulation goal, as marked on the diagram from page 6.

All district-level participants must participate during the scheduled hours of the competition and under the same conditions as all other competitors in their designated age group. Under no circumstances can participants compete at a special time other than the scheduled and publicized hours of the competition. Use the entry form/score sheet for each participant to record district competition scores.

RECOGNITION

District deputies should order their 12 olympic style medallions for presentation to the district winners, medallions can be ordered through Supplies Online, the supply ordering portal available on Officers Online.

ANNOUNCE WINNERS

Send a press release to local media sources announcing the district winners.

ADVANCED COMPETITION

Report the results of your district competition to the regional/jurisdictional community chairman and give him the entry forms/score sheets of your champions. Inform your champions of the date and location of the regional/jurisdictional championship.

Championship

Play-By-Play for the Regional/Jurisdictional/International Community Chairman:

REGIONAL/JURISDICTIONAL LEVEL

SET A TIME AND PLACE

Secure a field, select a date and inform the councils and district deputies of the date, time and location of the regional/jurisdictional competition. Post this information on your jurisdictional council website and in the jurisdictional newsletter.

COMPETITION DAY

Conduct the competition according to the rules outlined in this booklet. Organize entry forms/score sheets by age and gender. This form must accompany each champion as he or she progresses through the higher levels of competition. Use the original entry form/score sheet for each participant to record regional/jurisdictional competition scores. Make a final check of equipment and see that the regulation-size soccer balls are available, and that penalty kick lines and boundaries are clearly marked. Make sure the scoring zones are properly installed with four pieces of 6½- to 7-foot long rope to be placed diagonally along the four corners of the goal. Use tent stakes to secure the bottom ropes to the ground. Instruct the judges and scorers of their duties and responsibilities. All regional/jurisdiction-level participants must participate during the scheduled hours of the competitions and under the same conditions as all other competitors in their designated age group. Under no circumstances may participants compete at any time other than the scheduled and publicized hours of the competition.

RECOGNITION

Order regional/jurisdiction awards through Knightsgear.com, or contact a local supplier for an appropriate award. Jurisdictional councils are responsible for ordering and presenting awards to the regional and jurisdictional winners.

ANNOUNCE WINNERS

Prepare a press release announcing the winners and send it to local media sources. Use the sample council release on www.kofc.org/soccer as a guide.

ADVANCED COMPETITION

The jurisdictional community director shall provide the name, address, and sponsoring council, and jurisdiction-level scoring information to the Supreme Council office

in December on forms that are provided in the Soccer Kit or online at kofc.org/soccer. This scoring information will be used to determine the international winners. The deadline for reporting jurisdictional winners to the Supreme Council office is December 15.

INTERNATIONAL LEVEL

International champions are determined on the basis of the best scores from the jurisdictional competitions submitted in each age category. In the event of a tie, both parties are declared winners.

All international champions will receive an International Soccer Challenge Championship award commissioned by the Supreme Council and forwarded to the state deputy for presentation.

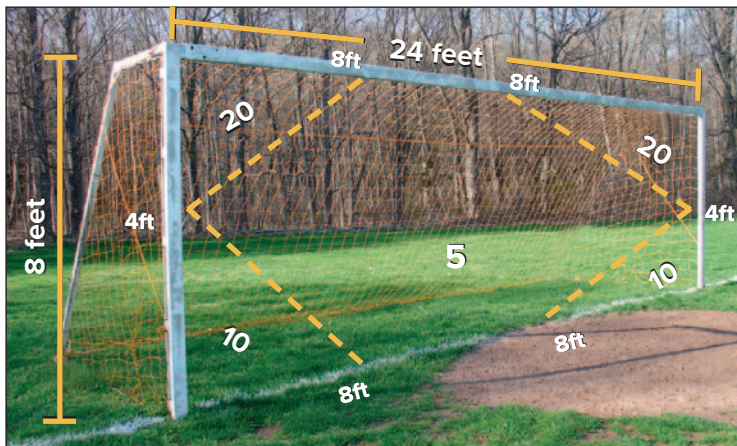


Rules and

COMPETITION

The Knights of Columbus Soccer Challenge is a great way to put your faith into action and provide an athletic outlet for youth in your community! Competition is designed for players ages 9 to 14 to demonstrate the most basic of soccer skills — the penalty kick. Each player will be allowed 15 shots at the goal from the designated penalty line for their age group.

The goal will be divided into a series of five scoring zones. The upper corners of the goal will be designated as 20-point zones. The lower corners will be designated as 10-point zones and the central region is a five-point zone. To construct the five scoring zones, attach a piece of rope approximately 6 1/2 to 7 feet in length diagonally across the four corners of the goal as shown in the diagram below. Use tent stakes to secure the bottom ropes to the ground.



SCORING

Each participant will be given 15 penalty kicks. Points will be awarded depending upon the area of the scoring zones through which the ball passes. For example, after the player's 15 penalty kicks, his/her scores are 5/10/20/5/5/5/5/10/10/5/20/5/10/5/5, his/her total score would be 125. A score of 125 would be marked on the entry form/score sheet. Normal rules of soccer regarding penalty kicks apply for all levels of competition. Penalty kick violations include stepping on or over the line prior to the kick, and any contact made with the ball counts as a kick. Scorers should record shots made and missed according to the instructions on the entry form/score sheet. It is also recommended that multiple scorers be assigned to each goal for scoring accuracy and comparison. All scores should be verified before the next contestant is allowed to shoot. The use of video tape recording is not recommended to resolve questions on

scoring totals. Judges and scorers are given final authority in verifying all scores and violations.

JUDGES/SCORERS/BALL CATCHERS

Judges, scorers, and ball catchers will be selected by the Soccer Challenge chairman at the council level, by the District Deputy at the district level, and by the Jurisdiction Deputy at the regional and jurisdiction levels. The recommended minimum is one judge, two scorers, and a ball catcher at each goal. It is recommended that volunteer parents be utilized in age groups other than the group(s) in which their child (children) competes. The judge will ensure that each participant receives the proper number of shots on goal and will point out any kicking violations (see scoring section). All questions will be resolved by the judges and Soccer Challenge chairman. Scorers should refer to the scoring instructions included on the entry form/score sheet.

TIMELINE

The recommended time frame for the Knights of Columbus Soccer Challenge is:

- Council Championship — September
- District Championship — October
- Regional Championship — October/November
- Jurisdictional Championship — November

Specific dates for Regional and Jurisdictional Championships are available from the Jurisdictional Program Director. All program material should be ordered four weeks before your contest to ensure availability.

Jurisdictional officials should notify each council and District Deputy well in advance concerning the dates, times and locations of the Regional and Jurisdictional Championships. The district deputy is responsible for notifying councils of the date, time and location of the district competition. The Grand Knight or Soccer Challenge chairman should notify the council winners of the date, time and location of the next level of competition.

ELIGIBILITY

The Knights of Columbus Soccer Challenge is open to all boys and girls in your community, ages 9-14. Age eligibility is determined by the age of the contestant as of September 1. Paperwork that determines age eligibility of participants should not be collected or copied. Athletes in high school should be advised to check with their school athletic directors or their jurisdictional high school athletic associations regarding possible eligibility conflicts.

Regulations

ENTRIES

All competitors must register using the official Knights of Columbus *Soccer Challenge Entry Form/Score Sheet* (#4578) provided in the Soccer Challenge Kit or at kofc.org/soccer using the “support materials” link. All kit materials are in this section. Pre-registration is recommended but not required. The entry form/score sheet must accompany participants through all levels of competition. The council number should also be clearly written on the form. Winners will progress to the district, regional, and jurisdictional competitions. International champions are chosen on the basis of jurisdiction-level results.

FIELD/EQUIPMENT

Each level of competition should be held on a local soccer field or suitable facility approved by and under the supervision of a participating Knights of Columbus council. Check with your parks and recreation department for availability and usage regulations. Do this as early as possible, because school/recreation teams are also reserving field space.

AGE SPECIFICATIONS

Ages 9, 10, 11 (Boys & Girls Competitions):

Use a regulation-size soccer ball (size #4) and shoot 10 yards from the goal.

Ages 12, 13, 14 (Boys & Girls Competitions):

Use a regulation-size soccer ball (size #5) and shoot 12 yards from the goal.

COMPETITION LEVELS

Council Level

Each contestant receives three practice kicks followed by 15 consecutive kicks from the designated penalty line for their age group. All age groups kick from the same distance. In the event a tie breaker is necessary, it should be conducted as follows: each contestant will have the opportunity to take three kicks from a position three yards behind the designated age penalty line. If the contestants are still tied they will then continue to take turns of three kicks each until a clear winner emerges.

District, Regional and Jurisdictional Level

District deputies should inquire with their councils to see who is having a soccer challenge. If only one council participates, a district contest isn't necessary. If the district contest is needed, please order award medals through Supplies Online, which can be accessed in the Officers

Portal. These must be ordered individually by district deputies.

Each contestant receives three practice kicks followed by 25 consecutive kicks from the designated age penalty line. In the event a tie breaker is necessary, it should be conducted as follows: each contestant will have the opportunity to take three kicks from a position three yards behind the designated age penalty line. If the contestants are still tied, they will then continue to take turns of three kicks each until a clear winner emerges.

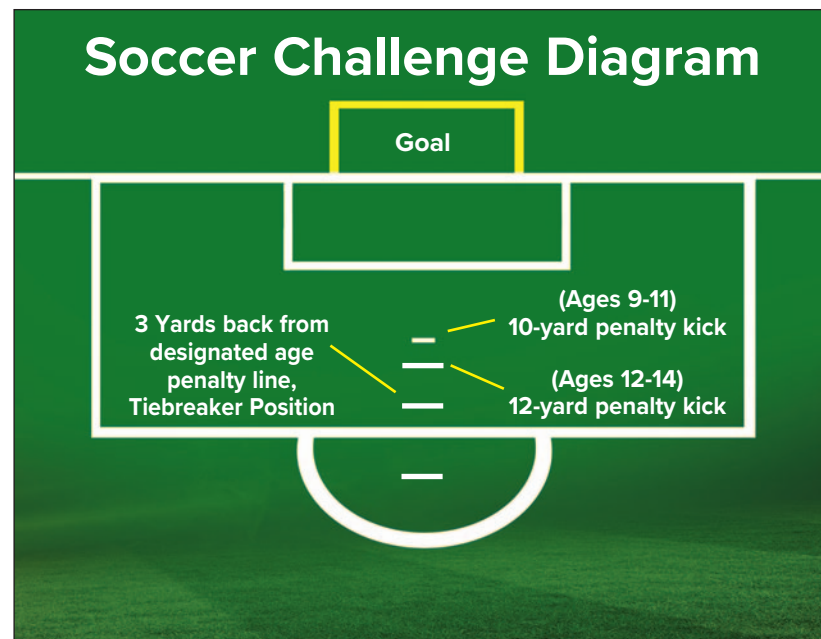
Note: A Soccer Challenge event should not be held on a school day unless all participants are able to attend.

Note: In the event that a winner in any level cannot participate in the next level of competition, the second-place winner should represent the area for that age group.

AUTHORITY:

The Knights of Columbus Soccer Challenge program will be under the authority of the State Deputy and Jurisdictional Community Director. Any questions about this program not answered in this guide should be directed to the appropriate jurisdictional officials or to the:

Supreme Council Department of Fraternal Mission
1 Columbus Plaza, New Haven, CT 06510-3326
Telephone: (203) 752-4270
Fax: (203) 752-4108
Email: fraternalmission@kofc.org





Soccer
Challenge



Publicity:

One of the best ways to make sure your council's soccer program is a success is to publicize it. The program must always be referred to as the "Knights of Columbus Soccer Challenge."

After reserving a soccer field and setting a date for the competition, use the sample press release on www.kofc.org/soccer to announce the event. Retype it, double-spaced, on council letterhead, filling in the necessary



Open to Boys and

Get the word out!

information giving the who, what, when and where of your council's scheduled Knights of Columbus Soccer Challenge. Make sure to include the name, phone number and e-mail address of a contact person.

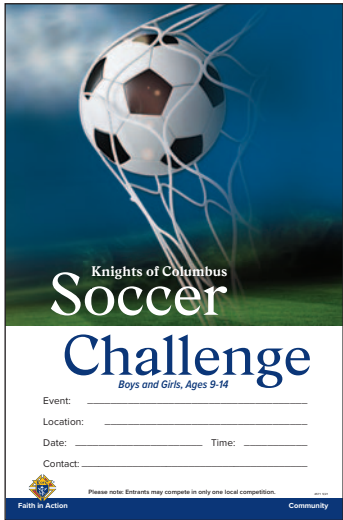
Ask editors to publish a reminder close to the date of the championship and to list it in the community or weekend calendars. Talk with assignment editors and suggest the competition as a great opportunity for a feature story.

Make arrangements for a story about your winners. Personally deliver or send in their names, ages and stories, along with clip art logos (available at www.kofc.org/clipart), to the editors of both local news and sports sections of secular and diocesan newspapers. Send press releases to radio and TV stations and local access cable news programs.

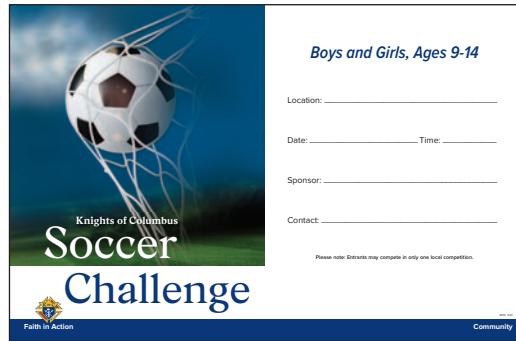


Girls Ages 9 to 14

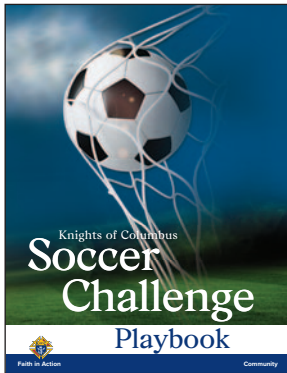
Kit Contents



Soccer Challenge Promotional Poster (#4571)



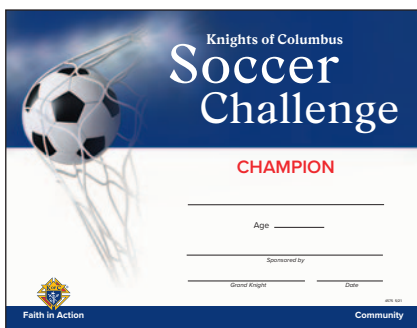
Soccer Challenge Promotional Poster (#4572)



Soccer Challenge Playbook (#4576)

Division	Age Group	Soccer Challenge	
		Score	Rank
General	4-6 yrs		
	7-9 yrs		
	10-12 yrs		
District	4-6 yrs		
	7-9 yrs		
	10-12 yrs		
Regional	4-6 yrs		
	7-9 yrs		
	10-12 yrs		
Jurisdiction	4-6 yrs		
	7-9 yrs		
	10-12 yrs		

Soccer Challenge Entry Form & Score Sheet (#4578)



Soccer Challenge Winner Certificate (#4575)



Soccer Challenge Participation Certificate (#4573)

Promotional

The Supreme Council through Supplies Online, the supply ordering portal available on Officers Online, has several promotional items available designed to enhance your competition!

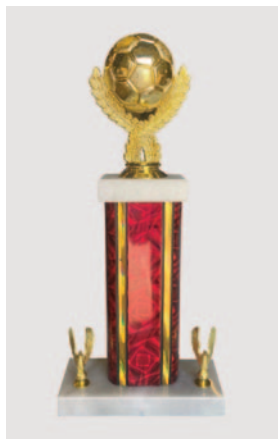
COMPETITION SOCCER BALL

Councils can order the K of C Competition Soccer Ball, featuring the Order's emblem with a unique blue and black spiral design. This ball is available in packages of 12 regulation balls, including six size 4 (for ages 9-11) and six size 5 (for ages 12-14). (SC-2)



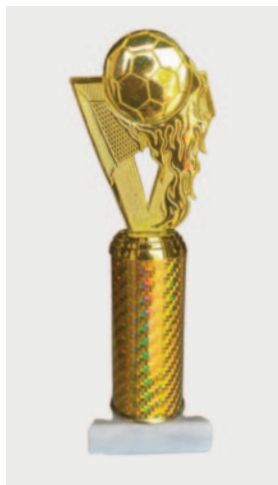
COUNCIL PLAQUES

5"X7" Black Vinyl-core fiber core panel with full color digital printing directly on the surface (blank engraving plates included). This award comes in packages of 12. (SC-4)



REGIONAL TROPHY

A 12-inch trophy with a detailed soccer figure flanked by two eagles in a bright gold and acrylic finish is available for regional champions. The trophy includes a modern white marble-patterned base with a gold-tone engraving plate. (Blank engraving plates are included.) A carton of 12 trophies is available. (SC-5)



STATE OR PROVINCIAL AWARD

A 10-inch trophy with a detailed soccer figure in a bright gold and acrylic finish is available for state or provincial champions. The trophy includes a modern white marble-patterned base with a gold-tone engraving plate. (Blank engraving plates are included.) A carton of 12 trophies is available. (SC-6)



1 COLUMBUS PLAZA NEW HAVEN, CT 06510-3326
203-752-4270 www.kofc.org