CLUB LICENSING REGULATIONS

2022 Edition

FUFA CLUB LICENSING REGULATIONS

2022/23 Edition

Bodies

1. **FUFA Club Licensing Committee- (First Instance Body)**

Chairman:	Rogers **MULINDWA**
Vice Chairman:	Amin **BOSSA**
Members:	Martin **SSEKAJJA**
	Ali **TOMUSANGE**
	Ben **HASHEEM MWESIGE**
	Frank **ANYAU**
	Diana **KABOHA**

2. **FUFA Club Licensing Appeals Committee**

Chairperson:	Agnes **MUGENA (Ms.)**
Members:	Rock **KAKOMO**
	Alex **KIBANDAMA**
	Fred **TAMALE**

Club Licensing Manager: Ivan KINTU BAYIGE

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The Federation of Uganda Football Associations (FUFA) initially presented the Club Licensing system in Uganda in 2008 by engaging stakeholders with the main message to standardize football in the Country.
Four years later in 2012, the Club Licensing System was finally introduced to the clubs and has since been implemented for nine years, the incoming season 2022/2023 is special we shall be marking ten years of Club Licensing in Uganda.

FUFA has worked progressively to improve the standard of professionalisation within Uganda football. The Club Licensing system is progressive, engaging, consistent and transparent.

The benefits of the system are endless, as the system sets out quality standards and procedures by which clubs are assessed for continual improvement.
The focus is on establishing well administered and governed clubs that are transparent in the football community where fans, sponsors, coaches and players can enjoy their involvement in the club activities.

The standards are presented in a set of criteria which are ***Infrastructure, Sporting (Youth development and Coaching), Legal, Personnel & Administration and Financial.***

In order to achieve our Vision of becoming the number one football Nation in Africa on and off the field, one of the goals in FUFA's hattrick score is to create a professional football industry; this will be based on five pillars;

1. ***Governance (Compliance, Legal and Administration)***
2. ***Football the Sport (Development, Competitions and International Football***
3. ***Football the Business (Finance, Marketing and Communications)***
4. ***Hardware (Infrastructure, facilities and logistics)***
5. ***Peopleware (Human Resource, Stakeholders and entities)***

For football to achieve the ultimate goal of professionalisation, we are going to change the way we do things. The way clubs are governed and run must improve.
FUFA will continue to use the Club Licensing tool for development and control in order to grow the level of our competitions and club commercial value.

In the measure, the Clubs Pro Agenda will be used to engage and help clubs achieve their goals in graduating from amateur to professional entities.

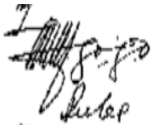
FUFA has embarked on an early start to the Club Licensing process to enable clubs prepare themselves, get engaged and be assessed beyond their sporting merit.

It is therefore important that clubs cooperate and re-organise internally to create robust structures and strong brands that will eventually be trusted and desired by the fans and other football consumers.
This is what will generate money for club football and consequently improve the standards of the game. With improved standards and performance, it will be a matter of time for Ugandan football to achieve our vision thus;

"To be the number one football nation in Africa on and off the field"

I call upon the clubs not to underestimate the Club licensing exercise. It is not an inconvenience or repressive agenda but a tool of development towards self-sustaining clubs aimed at becoming business units.

It is Our Game, It is Our Country



Eng. Moses Magogo

CHAPTER 1: ABBREVIATIONS AND DEFINITIONS

1 Abbreviations

1.

The Abbreviations used in these rules shall bear the interpretation as explained in the FUFA Definitions Handbook

2 Terms and phrases

1.

The Terms and Phrases used in these rules shall bear the interpretation as explained in the FUFA Definitions Handbook

CHAPTER 2: GENERAL PROVISIONS

3 Objectives

1.
The objectives of Club Licensing are:

i) To set minimum standards in football;

ii) To enforce good football governance by safeguarding the credibility and integrity of club competitions;

iii) To ensure and enforce clubs' financial stability and transparency;

iv) To enhance fans development by clubs;

v) To ensure and enforce sporting values in accordance with the principles of fair play as well as safe and secure match environments;

vi) To ensure and enforce commitment to youth education and development;

vii) To improve the level of professionalism within the football family;

viii) To ensure and enforce transparency in the ownership of clubs;

ix) To ensure and enforce transparency in the control of clubs; and

x) To produce professionally prepared players for the national teams.

xi) To create and sustain a football economy

4 Scope

1.
These regulations shall establish binding rules and procedure to issuance of a license to a football club/team to participate in Football Competitions by setting minimum requirements and procedure to be followed by the licensor and the Licensee.

2.
A Club License is issued for a specific league division and/or Competition for a particular season. FUFA may also qualify the same license for other Football Competitions

5 License and License Applicant

1.

License

i) Clubs which qualify for the 1st, 2nd and 3rd FUFA Football Divisions and other organized/authorized competitions on sporting merit must obtain a FUFA club license to participate in the competitions.

ii) Clubs in the 4th, 5th and other organized/authorized competitions on sporting merit may also obtain a club license.

iii) A license expires without prior notice at the end of the season for which it was issued.

iv) A license cannot be transferred

v) A license may be withdrawn by the licensor's decision-making bodies if;

a) Any of the conditions for the issuing of a license are no longer satisfied
b) The licensee violates any of its obligations under the FUFA club licensing regulations.
c) The licensee violates FUFA Rules and fails to undertake corrective measures as decided by FUFA

2.

License Applicant

i) Only a football club that holds a FUFA Certificate of Registration shall be considered as a License Applicant

6 Licensor

Obligations

1.
The Licensor shall govern the licensing system, appoint the corresponding licensing bodies and determine the necessary processes and content.

2.
The Licensor guarantees the Licensee full confidentiality with regard to all information given by the License Applicant during the licensing process.

3.
Anyone involved in the licensing process or appointed by the licensor must sign a confidentiality clause before commencing its tasks.

7 Decision-Making Bodies

1.
The Licensor shall establish appropriate administration structures and appoint staff members.

2.
The Licensor shall establish two decision-making bodies, the names of which it shall determine.

i) First-instance body (FIB);
ii) Appeals Body (AB)

3.
The decision-making bodies shall be independent from each other. They shall receive administrative support from the administration of the Licensor.

4.
A member of a decision-making body must in all cases automatically abstain if there is any doubt as to his/her independence towards the License Applicant or if there is a conflict of interest.

5.
The independence of a member may not be guaranteed if he/she or any member of his/her family (spouse, children, parents, and siblings) is a member, shareholder, business partner, sponsor or consultant, etc. of the license applicant. The foregoing list is illustrative and not exhaustive.

6.
The Licensor can hire private and independent entities to evaluate documents and inspect the facilities and submit a report for the decision-making process of the FIB

8 First Instance Body (FIB)

1.
The FIB shall decide on whether a license shall be granted to an applicant on the basis of the documents provided and in accordance with the provisions of these regulations at the submission deadline set by the Licensor.

2.
Unless provided otherwise by the statutes, the FUFA Executive Committee shall decide on the composition of this body.

3.
The Licensor shall decide on the quorum of the FIB. The quorum must be a minimum of three members. The chairman shall have the casting vote.

4.
In the case of a licensee refusal, the decision must be communicated in writing with justification.

5.
Members of the FIB may not belong simultaneously to any judicial body/committee of the Licensor and must act impartially in the discharge of their duties.

6.
The Licensor shall appoint a full-time staff as the licensing manager who shall be the Secretary of the FIB.

7.
The FUFA Executive Committee shall appoint members of the FIB.

9 Appeals Body (AB)

1.
The AB shall decide on appeals submitted against the decision of FIB in writing and make a final and binding decision on whether a license shall be granted or not.

2.
Appeals may only be lodged by the License Applicant following a refusal or withdraw of license by the FIB

3.
The AB shall make its decision based on the decision of the FIB and all the evidence provided by the License Applicant with its written request for appeal within the deadline determined in the appeal procedure by the chairman of the AB. Any further evidence submitted to the AB at a later stage shall not be taken into account.

4.
In the case of a license refusal, the decision must be put in writing and justified.

5.
The Licensor shall decide whether the club licensing system comes under the jurisdiction of the arbitration specified in its statutes. In this respect, particular attention shall be paid to the relevant deadlines for entering confederation club competitions.

6.
Unless otherwise provided by the statutes, the FUFA Executive Committee shall decide on the

composition of the AB.

7.
The Licensor shall decide on the quorum for the decisions of the AB. The quorum must be a minimum of three members. The chairperson shall have the casting vote.

8.
Administrative staff of the Licensor and the Leagues shall not be members of the AB.

9.
Members of the AB shall not simultaneously be members of any other judicial body/committee of the Licensor.

10.
The FUFA Executive Committee shall appoint members of the AB.

10 Decision-Making Procedure

1.
In these regulations or in a specific regulation or circulars, the Licensor shall define procedural rules with respect to decision-making. These shall, as a minimum, regulate the following standards:

i) deadlines (e.g., submission deadlines);
ii) the principle of equality and equity treatment;
iii) representation (e.g., legal representation);
iv) the right to be heard (e.g., convocation, hearing);
v) time limit to issue a request (e.g., calculation, compliance, interruption and extensionthereof);
vi) time limit to appeal;
vii) effect of the appeal;
viii) type of evidence requested;
ix) burden of proof (e.g., License Applicant has burden of proof);
x) decisions (in writing with reasons, etc.);
xi) grounds for complaint;
xii) content and form of pleadings, deliberation and hearings;
xiii) Cost of procedure, administrative fee and deposit.

11 Extraordinary Application of the Club Licensing System

1.

Principle

i) If a club qualifies for a national or international club competition based on its sporting results but has not undergone a national licensing process at all or has undergone a licensing process which is lower/not equivalent to the one applicable to top-division clubs because it belongs to a division other than the top division, the Licensor may on behalf of such a club – request the extraordinary application of the club licensing system.

ii) Based on such an extraordinary application, the relevant body organising the respective club competition may grant special permission to enter the corresponding club competition which only applies to that specific applicant and for the season in question.

2.

Procedure

i) The relevant body organising the respective club competition shall define the relevant procedure.

CHAPTER 4: CORE PROCESS

12 Introduction and Principle

1.

Introduction

i) This article defines the assessment process (hereinafter referred to as "core process") of the club licensing system.

2.

Principle

ii) The Core Process describes the minimum requirements that the Licensor must put in place for the verification of the criteria described in the FIFA regulations (sporting criteria, infrastructure criteria, personnel and administrative criteria and legal criteria and financial criteria) in order to control the issue of a license to a License Applicant. The CoreProcess must, as a minimum, fulfill the following requirements:

a) The deadlines for submission of the licensing documentation must be clearly defined and communicated;

b) The fulfillment of each set of criteria by the License Applicant must be verified by staff acting for the Licensor;

c) The decision-making process must be based on a two-step approach (i.e., first-instance and second instance body or appeal).

d) The decision-making bodies must fulfill the requirements of qualification, independence and confidentiality.

13 Criteria Requirements

1.

The requirements stated under "A" CRITERIA must be fulfilled by license applicant in order for them to be granted the FUFA Club License necessary to participate in FUFA competitions.

2.

The requirements stated under "B" CRITERIA must also be fulfilled by license applicant, however, If the license applicant does not fulfill any B-criteria can still receive a 'License' but subject either to a sanction(s) or to an order by the licensor to fulfill the criteria within a time specified in the order

3.
"A" Criteria (Mandatory Requirement) shall not be subject to evaluation percentage scores. No evaluation shall be conducted to license applicant that fails to meet any mandatory/compulsory requirement under "A" criteria.

4.
"B" CRITERIA is subject to attaining a minimum aggregate percentage score

5.
"C" CRITERIA shall be the requirements upon which the Licensor may deny the applicant issuance of a License despite fulfilling both Criteria A and Scoring enough points for Criteria B

14 Professional League Clubs

The following "A" Criteria Requirements shall be fulfilled by the applicant before the licensor evaluates the applicant under "B" Criteria;

1.

"A"-CRITERIA REQUIREMENTS FOR FINANCE

ii) The license applicant must submit;

a) The proof of payment to FUFA of the License Application Fees as set by FUFA

b) the Annual Financial Statements for the previous Financial Year of the Club

c) the club's balanced or surplus budget for the entire season for which the application is made to the licensor.

d) written confirmations by persons of authority from the sources of funds included as income to the Club in the budget. This includes letter of guarantee from sponsors that have contracts with the club

e) the Club Bank Statement for the last 6 months to-date of submission

f) proof from the bank that the Club CEO is a principal signatory to the club bank account

g) proof of payment of players and coaches every three (3) Months.

2.

"A" CRITERIA REQUIREMENTS FOR SPORTING.

i) The license applicant must submit;

a) the FUFA License for the Football Academy of minimum of Class B owned and operated by the Club
b) contracts of all players registered by the Club. Registration of players will be done in accordance with the relevant regulations
c) pre-competition medical reports for each player in accordance with the medical requirements

ii) It is a mandatory requirement for the Club Football Academy to participate in the FUFA Juniors League

3.

"A" CRITERIA REQUIREMENTS FOR INFRASTRUCTURE

3.1.

Stadium

1. The license applicant must submit;

   a) The FUFA Stadium Certificate of the minimum of level 3 for the 1st Division and level 4 for the 2nd Division whose date of expiry is after the end of the season for which the application is being made

   b) Documents of security of tenure such as;

      i) Copies of certificate of title in case of freehold, mailo and or lease tenure ownership
      ii) License to occupy and any sub-leases
      iii) Legally enforceable agreement from the owner for its use by the Club, expiring not earlier than the end of the current season relating thereto. This Agreement will be submitted with the letter of guarantee of prioritization of the club fixtures ahead of any other event

2. The license applicant must subject for inspection the Stadium for purposes of issuing the appropriate FUFA Stadium Certification.

3. FUFA may conduct spot-checks anytime during the year and re-evaluation may be done and a new classification issued

4. If the Stadium is re-classified during the year to standard lower than that of the respective league, the Club shall be required to stop using the Stadium for League matches and shall be required to submit another Stadium of the required standards

5. The Stadium with the natural grass pitch shall not be used for training. FUFA may issue exceptions to this provision and for a limited period. Contravention of this provision shall cause deduction of one point and one goal to the defaulting club

6. Not more than 2 Professional Clubs of all league divisions may share a Stadium with natural grass pitch for matches. Not more than 4 Professional Clubs of all league divisions may share a Stadium with Astro turf pitch for matches and/or training

3.2.

Training Ground

1. The license applicant must submit;

a) The FUFA Training Ground Certificate

b) Documents of security of tenure such as;

i) Copies of certificate of title in case of freehold, mailo and or lease tenure ownership
ii) License to occupy and any sub-leases
iii) Legally enforceable agreement from the owner for its use by the Club, expiring not earlier than the end of the current Season relating thereto. This Agreement will be submitted with the letter of guarantee of prioritization of the club training ahead of any other event

2. The license applicant must subject for inspection the Training Ground for purposes of issuing the appropriate FUFA Training Ground Certificate.

3. The FUFA Training Ground Certificate shall be issued for a period of 1 year.

4. FUFA may conduct spot-checks anytime during the year and re-evaluation may be done

5. If the Training Ground is found to be of standards lower than required, the Club shall be required to stop using the training ground and shall be required to submit another training ground of the required standards

3.3.

Office Premises

1. The license applicant must submit;

a) Documents of security of tenure such as;

i) Copies of certificate of title in case of freehold, mailo and or lease tenure ownership
ii) License to occupy and any sub-leases
iii) Legally enforceable agreement from the owner for its use by the Club, expiring not earlier than the end of the current Season relating thereto.

2. The license applicant must subject for inspection the Club Offices.

3. FUFA may conduct spot-checks anytime during the year and re-evaluation may be done. Any club found to have changed the premises and/or lowered the standard from those presented at inspection shall be fined 2,000 UA and required to reinstate the acceptable standards in a specified period. Failure to comply will lead to sanctions up to deduction of one (1) goal and one (1) point

4. The Mandatory Club Offices accepted in the opinion of the inspectors shall have

a) Befitting Furniture and Fittings
b) Computers and Printer
c) Access to Internet
d) UPS and Alternative Energy Source
e) Filing Cabinets
f) Decoration, Branding and Signage
g) Exclusive use by the Club

4.

"A" CRITERIA ON ADMINISTRATION AND PERSONNEL REQUIREMENTS

4.1.

Chief Executive Officer:

1. The authority of the board of the license applicant shall employ a fulltime Club ChiefExecutive Officer (Club CEO).

2. The Club CEO shall be the head of the club secretariat composed of both Administrative and Technical Personnel

3. The Club CEO shall be required to undertake a Course with FUFA to acquire a minimum of FOMACO-1 Certification in a period of not more than 60 days from the date of employment. The club shall pay for the cost of training of the Club CEO

4. The license applicant must submit the employment contract of the Club CEO

4.2.

Administrative Personnel

1. **Finance Officer:** The Club CEO or the relevant authority at the Club shall employ a fulltime Finance Officer.

2. The Club Finance Officer shall be required to record and compile all financial transactions of the club and generate the appropriate reports

3. The license applicant must submit a valid employment contract of the Club Finance Officer

4. **Marketing and Communications Officer**: The Club CEO or the relevant authority at the Club shall employ a fulltime Marketing & Communications (M&C) Officer.

5. The Club M&C Officer shall be required to perform marketing and communications roles at the club as assigned by the Club CEO

6. The Club may employ other persons as they may deem fit

7. The license applicant must submit a valid employment contract of the Club M&C Officer

4.3.

Technical Personnel

1. **Head Coach:** The Club CEO or the relevant authority at the Club shall employ a fulltime Club Head Coach.

2. The Club Head Coach shall be the coach of the club senior Team

3. Only persons who hold a minimum of CAF B (1st Division League) and CAF C (2nd Division League) Diploma License or its equivalent may be employed as a Club Head Coach

4. Only persons who hold a valid professional coaching license can be employed as a Club Head Coach

5. The license applicant must submit the following;

   a) Employment contract of the Club Head Coach,
   b) Professional Coaching License

6. Where either or both the Club and the Head Coach may terminate the contract during the season, a caretaker coach for not more than 4 weeks may be hired and shall have aminimum of CAF B. The license applicant must submit the employment contract of the Caretaker Club Head Coach

7. One person shall not be allowed to coach more than 2 clubs in the same league in the same season

4.4.

Other Mandatory Technical Personnel

1. The Head Coach or the relevant authority at the Club shall employ the following staff on fulltime basis;

   a) **Assistant Coach** shall have a minimum of CAF B
   b) **Goal Keeper Coach** shall have a minimum of FUFA Goalkeeper Coach Certificate
   c) **Fitness Trainer** shall have a minimum of FUFA Fitness Trainer Certificate

2. The license applicant for the 1st Division League must submit the Employment contract of the Assistant Coach, GK Coach and Fitness Trainer

4.5.

Essential Mandatory Persons

1. The Club CEO shall appoint and name the following persons;

   a) Club Security Officer who shall have a minimum of FUFA Event Security Certificate

   b) Club Medical Personnel shall have a minimum of FUFA Medical Certificate and shall be

responsible and present at training and matches

c) Club Intermediary who shall have a FUFA Intermediary License

d) Club Chief Scout who shall have a FUFA Scouting License

e) Fans Coordinator

4.6.

Administration

1. **Identity, Branding and Address:** The License Applicant shall be required to submit the following;

   a) High Resolution Logo in Electronic format (PDF, PNG)
   b) The official Nickname of the Club
   c) The Club Motto/Slogan
   d) One Page History of the Club
   e) Samples of full set of the Home and Away Kit
   f) Physical Address of the Club Offices
   g) E-mail Address (with club domain)
   h) Official telephone Contact(s)
   i) Postal Address
   j) Official Digital Platform; Website, ***Verified*** Facebook, Twitter and Instagram Platforms

5.

A-CRITERIA REQUIREMENTS FOR LEGAL /STRUCTURE

i) The license applicant must submit;

   a) FUFA Approved Club Statutes
   b) FUFA Club License Application (Form F908)
   c) FUFA Certificate of Registration (COR)
   d) Club Ownership Declaration and File Change of Ownership (If applicable)
   e) Declaration of Compliance Form (Form F901) that the license applicant is subject to the fact that the applicant recognizes as legally binding the statutes, regulations, directives and decisionsof FIFA, CAF, and FUFA as well as the jurisdiction of the Court of Arbitration for Sport (CAS) in Lausanne as provided in the relevant articles of the FIFA Statutes

ii) The Club Statutes shall only be approved by FUFA if in accordance with the FUFA Clubs Statutes Template and if compulsory provisions are included

5.1.

Separation of Roles

1. It is a requirement that the Club organizes the Annual Ordinary Meeting between the Owner and the Board (Executive) and FUFA must be invited to attend. This meeting shall be responsible for;

a) Amendment of Club Statutes
b) Appointment (election) of the Board
c) Approval of Club Budgets as presented by the Club CEO through the Board
d) Approval of Club Financial Statements as presented by the Club CEO through the Board
e) Presentation of the Club Activity Report and Plans
f) Appointment of Club External Auditors

2. The license applicant must submit proof that the Annual Ordinary meeting between the owners and Board took place in the last 365 days on the date of admission

3. The Club License issued is subject to the license applicant accepting willingly to fulfill the terms and conditions here below in order to participate in the respective competition;

a) Participate in Mandatory Football Competitions and thereby honour all official scheduled matches
b) Recognize as legally binding the statutes, rules, regulations and decisions of FIFA, CAF, FUFA and the entity running the competitions
c) Declare that it shall pay fines, dues, subscriptions to FUFA, CAF, FIFA organs if required to do so as per decisions made in a period determined by the licensor.
d) Accept exclusive jurisdiction of CAS
e) Prohibit recourse to ordinary courts
f) Not make contact with persons and bodies that have been banned by FUFA, CAF and FIFA
g) Participate in only competitions recognized and endorsed by FUFA, CAF and FIFA
h) Abide by and observe the club licensing regulations
i) Submit documents as complete and correct
j) Authorize the Licensor to examine documents and seek information
k) Acknowledge that the Licensor (through any of its composite bodies), CAF and FIFA can execute spot checks

15 3rd, 4th, 5th Divisions leagues, FWSL, and FWEL Clubs

1.
The parameters will be as designed by FUFA Licensing Committee.

CHAPTER 6: "B" CRITERIA

16 Determination of the Point Scores system

1.
The Point Score System shall apply to the Professional League Clubs

2.
The FUFA Executive Committee will from time-to-time issue by way of circulars for, a score system for the various leagues/competitions.

3.
The scores will be distributed to the various requirements up to a maximum of 100% as indicated herein.

17 Procedure

1.
The requirements stated under **"B" CRITERIA** shall be determined by evaluation of scores in terms of percentage

2.
If the License Applicant fulfills the **"A" CRITERIA**, it shall be required to obtain a minimum score of the **"B" CRITERIA** before a license may be issued

3.
The Point Score System shall be as follows:

a)	Green Range		70% to 100%
b)	Yellow Range		56% to 69%
c)	Purple Range		46% to 55%
d)	Red Range		0% to 45%

4.
If the License applicant obtains the Green Range Score, it shall be issued with a full license for a season.

5.
If the License Applicant obtains the Yellow Range Score, it shall be issued with a provisional license with highlighted items to be fulfilled before the beginning of Second round of therespective League. In the event of withdrawal of the Provincial License, the affected club;

a) If it had applied for a UPL License, it will thereafter be sportingly eligible to apply for the following season for a FUFA 2nd Division League Club License
b) If it had applied for a FUFA 2nd Division league License, it will thereafter be sportingly eligible to apply for the following season for a FUFA 3rd Division League Club License

6.
If the License Applicant obtains the Purple Range Score, it shall be required to fulfill the highlighted items within the provided timelines by the Licensor before the final FIB verdict to grant or not grant the License is issued.

7.
If the License Applicant obtains the Red Range Score, it shall not be issued with a License

8.
In the event of failure to obtain License, the affected club;

a) If it had applied for a 1st Division License, it will thereafter be sportingly eligible to apply for the current season FUFA 2nd Division League Club License

b) If it had applied for a FUFA 2nd Division League License, it will thereafter be sportingly eligible to apply for the current season FUFA 3rd Division League Club License

9.
Before commencement of the Club Licensing process, the Clubs that are sportingly eligible to apply for the Club License for the current season 1st Division League may opt to apply for the current season FUFA 2nd Division League and the Clubs that are sportingly eligible to apply for the Club License for the current season FUFA 2nd Division League may opt to apply for the current season FUFA 3rd Division League. For avoidance of doubt after a club has subjected itself to the club licensing process, the procedure for Club License will be applied to determine the status of the Club

10.
In event that a Club that sportingly eligible to apply for the current season 1st Division League License fails to submit its application for Club Licensing with in the stipulated time, it shall be demoted to the 3rd Division (Regional) League for the following Season

11.
In event that a Club that sportingly eligible to apply for the current season FUFA 2nd Division League License fails to submit its application for Club Licensing with in the stipulated time, it shall be relegated to the 4th Division League for the following Season

12.
In event that a Club that sportingly eligible to apply for the current season FUFA 3rd Division League License fails to submit its application for Club Licensing with in the stipulated time, it shall be relegated to the 5th Division League for the following Season.

13.
In event that a Club that sportingly eligible to apply for the current season FUFA 4th Division

League License fails to submit its application for Club Licensing with in the stipulated time, it shall be relegated from the league system for a season.

18 Specific Requirements

1.

FINANCIAL REQUIREMENTS [20%]

The licensor shall evaluate the applicant's financial percentage scores in accordance with table the table below;

	Realizable Budget	25
	Naming of Club Certified Public Auditors	30
	Audited financial statements of previous season	30
	Use of Club Bank Account	20
	Financial Accounting Policies	25
	Ratio of Football Club Income to Club Expenditure	40
	Bank Balance at time of application	30
	Indebtedness	0
	Total	**200**

a) **Realizable Budget (25 points);**
In the opinion of the FLC, Points will be awarded on how realizable are the expenditure and income projections with a maximum score of 25 points.

b) **Naming of Club Certified Public Auditors (30 points)**
The License Applicant will submit fully filled FUFA Form F907 which will indicate the club appointed Auditors. The form will be filled by the License Applicant Owners and also by the appointed Auditors to confirm their appointment. A maximum of 30 points will be awarded for the FLC accepted Form F907

c) **Audited financial statements of previous season (30 Points);**
The License Applicant will submit the last audited financial statements. Points to a maximum of 30 points will be awarded for the submission, opinion of the auditors, and the financial health of the License Applicant

d) **Use of Club Bank Account (20 Points);**
Points up to a maximum of 20 Points will be awarded for the bank transactions compared to the expected or overall license applicant transactions

e) Financial Accounting Policies (25 Points);

The License Applicant will submit the Club finance management manual that highlights the management of finances. Points will be awarded on the evidence of the history of implementation of policies of management of cash, banking, withdrawals, vouchering, requisitions, financial reporting, finance document filing, procurement, disposal etc. with a maximum of 25points.

f) Ratio of Football Club Income to Club Expenditure (40 Points);

In order to create self-sustainability of the Licensees, the more the licensee earns its own income through exploitation of the club commercial properties such as sponsorships, gate collections, sale of players, fan membership fees, sale of merchandise, sale of rights, etc. the better for the club to survive on its own. Points will be awarded for the ratio of club income to donor income as follows;

a)	0% Donor Income	40
b)	More than 0% to 20% Donor Income	30
c)	More than 20% to 40% Donor Income	20
d)	More than 40% to 60% Donor Income	15
e)	More than 60% to 80% Donor Income	10
f)	More than 80% to 100% Donor Income	0

These calculations will be made from the budgets submitted by the License applicant

g) Bank Balance at time of application (30 Points);

Points will be awarded for the bank balance with a maximum score of 30 points as indicated below;

The table below indicates scores obtained considerate of the amount of funds on the club account. The more funds that the club has got the more points scored up to a maximum of 30points if the club has more than 100% Value Factor

The Bank Balance value factor for determining the minimum bank balance shall be determined as follows;

Bank Balance value factor (Bank Balance/Total Club Expenditure) x 100%

	Bank Balance Value Factor	Points
a)	0% and Less	0
b)	More than 0% to 10%	05
c)	More than 10% to 50%	10
d)	More than 50% to100%	20
e)	More than 100%	30

h) Indebtedness (0 points but could lose up to 50points);

i) The License Applicant will submit a list of Creditors. The creditors are expected to include;

a) Individuals (inclusive of employees and players of the Licensee) or companies proven to have provided services and/or goods to the Licensee
b) CECAFA, CAF & FIFA and any other parties owed by participation in international competitions
c) Another FUFA Registered Football Club or Academy v
d) FUFA and its affiliates, the League and the lower league
e) Any Associated Undertaking or Subsidiary Undertaking of the Club
f) The table below indicates negative scores obtained for the indebtedness of the club where no debt Causes 0 loss of points and a maximum of 50 points lost for indebtedness of more than100% Indebtedness value factor

ii) The Indebtedness value factor for determining the Indebtedness levels shall be determined as follows;

Indebtedness value factor= (Debt/Total Club Expenditure) x 100%

a)	0 to 2%	0
b)	More than 2% to 5%	10
c)	More than 5% to 10%	20
d)	More than 10% to 50%	30
e)	More than 50% to 100%	40
f)	More than 100%	50

2.

SPORTING REQUIREMENTS [28%]

The licensor shall evaluate the applicant's sporting percentage scores in accordance with table below

	Sporting	
	Medical	80
	Youth Programmes	80
	Senior Team	120
	Total	**280**

a) Medical (80 Points);

The License Applicant will be required to provide documentary information about their medical arrangement. This shall include insurance certificates, medical provision contracts by individuals and institutions for long term injuries and sickness, presence at matches and training sessions. The medical arrangement shall be expected to include the compulsory medical check of each player before he is licensed for the Uganda

premier League and compilation of medical files of all players accessible by the FUFA Sports Medicine Committee. Points will be awarded as elaborated below;

a)	Medical Insurance for Players/Arrangement for injuries/Sicknesses	20
b)	Medical File Per Player	10
c)	Player Medical Check-up before Licensing	20
d)	Service Contract of Medical Personnel at Training	10
e)	Service Contract of Medical Personnel at Matches	20

b) Youth Programmes (80 Points);

The License Applicant will submit a youth programme composed of under-age teams. The programme shall be expected to include a scouting arrangement for youthful players, their development and school education support arrangements. Along the submission, the contract for the youth coach is expected. Points will be awarded as further detailed below;

a)	Qualified Youth Coach Contract	25
b)	School Education Arrangement	20
c)	Scouting Arrangement	15
e)	U-15-17	10
f)	U-12-14	10

c) Senior Team (120 Points);

The License Applicant will submit information about the senior team players that have been involved with the national teams, a copy of the club Code of Conduct, the list of senior team players promoted from the known club junior sides, the photographs setof the useable equipment and club dresses.

Up to 120 points will be awarded as detailed in the table below;

a)	Number of players in National Teams	40
b)	Code of Conduct	10
c)	Players Promoted from Club Junior sides	30
e)	Level of Useable Equipment	20
f)	Dress Code	20
		120

3.

INFRASTRUCTURE REQUIREMENTS [20%]

The licensor shall evaluate the applicant's Infrastructure percentage scores in accordance with this table.

	Infrastructure	
1)	Stadium	1450
2)	Training Ground	55
	Total	**200**

a) Stadium (145 Points);

Whereas it is an "A" Criteria to provide a stadium, the License Applicant will submit information regarding the home ground stadium. The FLC will physically inspect the registered stadium and the provision of more non-mandatory facilities will be awarded points as detailed below;

a)	Ownership and Control: Owned(30) or Leased (20) or	30
b)	FUFA Stadium Certification Level-1	22
c)	FUFA Stadium Certification Level-2	18
d)	FUFA Stadium Certification Level-3	12
e)	FUFA Stadium Certification Level-4	8
f)	Long term development plan	20
g)	Broadcast conditions including at least 20Mbps Last Mile	35
		145

b) Training Ground (55 Points);

The License Applicant will submit information regarding the training ground. The FLC will physically inspect the registered training ground and will award points up to a maximum of 60 points as detailed below;

a)	Ownership and Control: Owned(15) or Leased(10) or Control(05)	15
c)	Sanitary Facilities	05
d)	Flood Lights Facility	05
e)	Medical facilities	05
f)	Electricity Access	05
g)	Spectator Access Control	10
h)	Long term development plan	10
		55

4.

ADMINSTRATION AND PERSONEL REQUIREMENTS [17%]

The licensor shall evaluate the applicant's administration and personnel percentage scores in accordance with table below

	Administration and Personnel	
1)	Personnel	100
2)	Fans Development Plan	70
	Total	170

a) Personnel (100 Points);

Whereas it is an "A" Criteria to Hire a qualified Club CEO and Coach, the License Applicant will submit information regarding the other employees. Submission of the CV and Contract for more non-mandatory fulltime staff will be awarded points as detailed below;

a)	Head Infrastructure (Qualified=15,Contract=15)	30
b)	Technical Director/Head of Academy (Qualified=15, Contract	30
c)	More Staff in Administration (Qualified=10,Contract=10)	20
d)	Human Resource Policy	20
		100

b) Fans Development Plan (70 Points);

Up to 50 Points will be awarded for Clubs that will draw strategies and activations to develop the fan bases of the clubs

a)	Fans Development Strategy-Maximum of 2 Pages	15
b)	Fans Register-A Copy Minimum 1,000 fans	10
c)	Fans Clubs-A list	10
d)	Number of online followers on digital platform	20
e)	Merchandise and Memorabilia-Pictures	10
f)	Fans Administrative Body-List of Officials	05
		70

5.

LEGAL REQUIREMENTS [15%]

The licensor shall evaluate the applicant's percentage scores in accordance with table below

	Legal/Structure	
2)	Separation of Powers	100
4)	Professional Club Organogram	50
	Total	**150**

a) Separation of Powers (100Points);

The Licensee Applicant will submit documents and implementation plans for the separation of powers and duties at the club by indicating the composition of, how they come into being and how they leave office for the bodies;

i. Owners
ii. Board of Directors (Also Called Executive Committee-Representing the Owners)
iii. Management (CEO and Staff)
iv. Consumers of the Club Products(Fans)

b) Professional Club Organogram (50 Points);

i) The License Applicant will submit the Club Organogram

ii) Points will be awarded for submission, clarity, observation/implementation and professionalism of the Diagram.

19 Other Football Competitions

1.

The parameters will be as designed by FUFA.

20 *Factors for not issuing a Club License*

1.

Despite fulfilling all conditions of Criteria A and getting enough score for Criteria B, the License may not be granted for the following reasons;

a) Where the Applicant has filed and has pending matter(s) of interpretation and application of FUFA Rules in Courts of Law against another football entity

b) Where the Applicant has unpaid dues to other clubs and/or players as salaries or transfer fees

c) Where the Applicant has outstanding fines and dues to FUFA

2.

Only the FUFA Executive Committee may suspend the application of Criteria C

21 Acts of Integrity

1.
Documents and information submitted by the License Applicant will be treated with confidentiality. If a body of the Licensor or Person whether an official or employee of the Licensor is proven by the FUFA Disciplinary Committee to have not respected the confidentiality of submitted information, corrective measures will be applied up to banning from sporting and administrative contact with FUFA or its affiliates/bodies

2.
Documents and information submitted by the License Applicant will be expected to be correct and complete. If the License Applicant or Person whether an official or employee of the License Applicant is proven by the FUFA Disciplinary Committee to have submitted incorrect or incomplete information in order to circumvent these regulations knowingly or unknowingly, corrective measures will be applied that may include;

3.
Cancellation of the already issued license and immediate demotion to the lower leagues for the following season

4.
Banning from sporting and administrative contact with FUFA or its affiliates/bodies

22 Control in More than One Club

1.
Members of the Club Board (Executive Committee) inclusive of the Club President or Chairman may not be appointed/elected as Members of the Board (Executive Committee) of another club in the Professional Leagues until after 5 years from the last time they held a such a position at another club.

2.
The Club CEO and Club Head Coach may not serve more than 2 clubs in the same season in the same league

23 FUFA Circulars

1.
From time to time, FUFA may issue circulars to clarify or even amend any content of these rules and the circular content shall supersede the content of these rules. Clarifications of the existing rules may be communicated before, during or after any incident and they may be used for the particular incident while amendments will only come into force after they are issued.

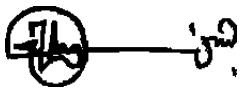
24 Matters not provided for

1.
Matters not provided for and force majeure will be decided by the FUFA Executive Committee and their decision shall be final.

25 Declaration

1.
These regulations are approved by the FUFA Executive Committee

2.
These rules come into force upon being signed as provided below. Unless amended, these regulations shall remain in force.



…….. ……..

Eng. Moses Magogo
FUFA President

Mr. Edgar Watson
FUFA C.E.O

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Football
House
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House
Executive
House