

# **SALIENT FEATURES INTRODUCED IN THE FUFA MEN'S CLUB LICENSING REGULATIONS 2024 EDITION**

## **SECTION 2: MANDATORY REQUIREMENTS**

Definition:-

If the Applicant does not fulfil any of the Mandatory requirements, then a License shall not be granted to participate in the respective FUFA organised competitions.

### **A) GOVERNANCE**

#### **Article 13 Legal Criteria**

##### **Club ownership**

1) The Club Ownership shall be managed as provided for in the FUFA Club Ownership Regulations

2) For the purposes of club licensing, the Applicant shall submit a copy of the Certificate of Ownership of the club as issued by FUFA

##### **Proof of Club's Annual Owners Meeting**

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

1. Amendment of Club Statutes

2. Appointment (election) of the Board

3. Approval of Club Budgets as presented by the Club CEO through the Board

4. Approval of Club Financial Statements as presented by the Club CEO through the Board

5. Presentation of the Club Activity Report and Plans

6. Appointment of Club External Auditors

7. Declaration by owners to abide by rules or accept measures by football authorities in any case its warrants

8. A declaration of continued commitment by the board to run a football club irrespective of change in personnel.

##### **Transparency**

8) The Applicant shall be required to declare all information regarding financial transactions of the club to the licensor at the time of application and also any time after as the licensor may require or as the club deems it fit

##### **Banking**

9) The Applicant shall register all its official bank accounts with the licensor

10) The club shall undertake at least 90% of its income and expenditure transactions ONLY on the registered club's bank accounts

## **Article 14 ADMINISTRATION AND PERSONNEL CRITERIA**

### **ADMINISTRATION**

1) The Applicant shall administer the club with distinct separation of powers as follows:

#### **1. OWNERS:**

a) There shall be the OWNERS of the Club

b) The Owners of the Club shall acquire ownership in accordance with the FUFA Club Ownership Regulations

c) The roles of the owners shall include:

- i) elect or appoint the Executive Board as provided for in the Clubs Statutes,
- ii) approve the Annual Budget of the next Financial Year as proposed by the Executive Board
- iii) approve Financial Reports of the Previous Financial Year as presented by the Executive Board
- iv) appoint External Auditors,
- v) amend the Club Statutes with the approval of FUFA,
- vi) meet at least once a year in the Annual General Meeting.

d) The owners of the club shall not perform any of the roles designated for the Executive Board or the Secretariat

#### **2. EXECUTIVE BOARD**

a) There shall be the EXECUTIVE BOARD of the Club elected or appointed by the Owners of the Club. The Head of the EXECUTIVE BOARD of the Club shall be the Chairman/President.

##### **b) The roles of the Executive Board shall include:**

- i) appointing and supervising the Club CEO
- ii) appointing or approving appointment of senior management of the secretariat. Senior management shall include Dep CEO, Heads of Departments and the Head Coach of the Club.
- iii) discussing and approving the Annual Budget of the next Financial Year as proposed by the Secretariat
- iv) discussing and approving Financial Reports of the Previous Financial Year as presented by the Secretariat,
- v) proposing External Auditors for the approval of the Owners,
- vi) proposing amendments the Club Statutes with the approval of the Owners and eventually FUFA,
- vii) meeting at least once a quarter.

c) The Executive Board of the club shall not perform any of the roles designated for the Owners or the Secretariat

#### **3. SECRETARIAT**

a) There shall be the SECRETARIAT of the Club appointed by the Executive Board of the Club. The Head of the SECRETARIAT of the Club shall be the Club CEO.

**b)The roles of the Secretariat shall include:**

- i)undertaking the day-to-day operations of the club
- ii)implementing club policies
- iii)implementing the club agenda
- iv)preparing the Annual Budget of the next Financial Year
- v)preparing Financial Reports of the Previous Financial Year,
- vi)working with External Auditors,

c)The Club CEO and/or the Secretariat of the club shall not perform any of the roles designated for the Owners or the Executive Board

2)The Owners shall not change more than 50% of the Executive Board during the season without written authorization of FUFA

3)The Applicant shall be required to submit the management report of the preceding year detailing the performance of the administration as required by this provision.

## **PERSONNEL**

### **Club Chief Executive Officer.**

7) The Applicant Club CEO shall submit a FAMACO II Certificate for the contracted CEO of the 1st division league.

### **CAF Club Licensing Online Platform (CLOP) personnel**

11) The Applicant must appoint an individual within the club to be responsible for operating the FUFA Club Licensing Online Platform. The use of CLOP is mandatory for Uganda Premier League Clubs starting season 2024/25.

12) The Club Licensing Online Platform personnel will be responsible for:

1. Collecting and uploading the required documents from the club to the FUFA CLOP;
2. Answering messages and alerts created by the FUFA CLOP;
3. Acting as the point of contact between club and the licensor

13) The Applicant shall submit the following;

1. Contract of employment and/or letter of appointment
2. Staff Management Form

### **Performance Analyst**

26) The applicant must appoint a performance analyst.

27) Only persons who hold a FUFA performance analysis certificate or its equivalent as

assessed by FUFA may be employed as a Performance Analyst.

- 28) The Applicant shall submit the following;
1. Employment contract of the Performance Analyst
  2. FUFA Performance Analysis Certificate

## **B) SPORT**

### **Article 15: SPORTING CRITERIA**

#### **IV) Youth teams**

- a) The Applicant shall operate an Academy licensed & registered by FUFA. The applicant shall be required to submit a copy of the certificate of registration of the club's academy
- b) All players in the applicant's academy shall have valid Youth Agreements with the applicant
- c) The applicant shall be required to submit copies all the youth agreements
- d) The Applicant's academy shall be composed of least the following youth teams within its legal entity or affiliated to its legal entity.
- At least one (01) youth boys' team with in the age range of 15 to 21
  - At least one (01) youth boys' team with in the age range of 10 to 14
- e) Each youth team must take part in official competitions or programs played at national or regional level and organised or recognized by FUFA, Failure to do so a sanction shall be applied accordingly.

#### **V).Women's Teams**

- a) The Applicant must have at a minimum one (01) woman's first team participating in a competition organised or recognized by the Licenser. To comply with this requirement, the Applicant may;
- i. Operate the women's team(s) itself or
  - ii. Have a written agreement with another entity who operates the team(s)

- b) The women's first team must take part in official competitions or programs played at national, regional, provincial or district level organised and recognized by FUFA.

## **C) BUSINESS**

### **Article 16: FINANCIAL CRITERIA**

#### **1)Financial Goal of the Club**

The Applicant shall state and submit the objective of the club owners to be either of the following

- 1.to use football to support a cause by the owners thus acceptable to have more expenses than income
- 2.Non-Profit making club where all income is re-invested in the club for growth and more

sporting success

3. Profit Making Club with the objective of making money for the owner thus acceptable to have more income than expenses

#### **4)Bank Account**

1. The Applicant must have a bank account under its name
2. The following transactions must be undertaken on this account;
  - a)Crediting of Revenues from Sale of Football Rights
  - b)Crediting of Revenues from Sale of Players
  - c)Crediting of funds from the applicant's financial guarantor
  - d)Debiting of Payment of players and coaches entitled remunerations
3. The applicant shall submit communication from the bank indicating the current signatories
4. The applicant shall authorize the licensor to obtain a copy of the bank statement of this account anytime throughout the license period

#### **5)Payables**

1. By the deadline and in the form communicated by the Licensor, the Applicant must submit a signed declaration of all applicant's payables (creditors) detailing entities and amounts.

#### **2. The applicant may be denied a license because of overdue payable towards:**

- a)Other football clubs for player **transfer activities** inclusive but not limited to buying of players, training compensation and solidarity contributions as defined in the FUFA Regulations on the Status and Transfer of Players and any joint and/or several liability decided by a competent body according to the FUFA statutes and regulations, for the termination of a contract by a player
- b)**current and former employees** in respect of employees as a result of contractual or legal obligations, including wages, salaries, image rights payments, bonuses and other benefits.
- c)**Social and Tax Authorities** as a result of contractual or legal obligations in respect of all employed individuals including but not limited to, personal income tax, pension fund payments, social security and similar payments.
- d) **FIFA, CAF and FUFA** that include but not limited to statutory fees, financial disciplinary measures and fines imposed by the competent bodies of FIFA, CAF and FUFA.

3. An amount shall not be treated as overdue if by deadline it has been paid or the date for payment has been extended by means of a written agreement with the creditor or it is the subject of current litigation or arbitration proceedings or has been submitted to a dispute resolution procedure of the competent body.

4. If the decision-making body considers that such claim has been brought or such proceedings have been opened for the sole purpose of avoiding the applicable deadlines, the relevant amount will still be considered as an overdue payable;

#### **6)Other Financial Obligations;**

1. The applicant shall be required to
  - a)declare the end date of its Financial Year in the Club's Statutes
  - b)submit proof of payment to FUFA of the License Application Fees as set by the licensor.

- c) Submit the Club Bank Statement for the last 12 months to-date signed by the bank.
- d) Club CEO MUST be a signatory to the club bank account.
- e) Letter of guarantee of payment of players, coaches and staff for the whole season signed off by the owners of the club.
- f) Submit Proof of payment of players and coaches every past three (3) Months throughout the previous season

## **ARTICLE 18: MARKETING AND SALES**

### **1) The Applicant shall state and submit:**

- 1. The Official Long Name of the club
- 2. The Official Short Name of the Club
- 3. The Nickname of the Club
- 4. a high-resolution electronic version of the different club fs it intends to use for the period of the license.
- 5. a high-resolution electronic version of the club logo

### **2) The Applicant also be required to submit evidence of having registered trademarks for the following items:**

- 1. Club Name
- 2. Club Logo

## **ARTICLE 19: COMMUNICATIONS**

### **1) The applicant shall submit the official address of the club that includes:**

- 1. Email
- 2. Physical Address and GPS locations of:
  - a) Offices
  - b) Training Ground
  - c) Stadium

### **2) The Applicant shall state the signatories of the official communications from the applicant and who signs on behalf the club**

## **SECTION 3: OBLIGATORY REQUIREMENTS**

### **Article 20: Definition and Procedure**

- 1) It is a requirement that the applicant shall at all times during the period of license maintain or improve on the Criteria gradations A and C
- 2) The applicant may have been issued a license for a period in consideration of the submissions made. It may however be found that during the period of the license, some of the requirements no longer meet the requirements of these regulations

### **Article 21: Re-evaluation**

- 1) Upon its own discretion, the licensor may require the applicant to resubmit specific documents or may undertake another inspection.
- 2) Considering the new findings, the licensor may partially or wholly reevaluate the applicant.

### **Article 22: Reconsideration**

1) Considering the magnitude and importance of the unfulfilled requirements upon reevaluation, the licensor will decide to:

#### **1. Maintain the license with or without the following;**

- a) Individual Sanctions
- b) Fines
- c) Suspended deduction of points

#### **2. Withdraw the license with or without the following;**

- a) Individual Sanctions
- b) Fines
- c) Suspended deduction of points
- d) Demotion to lower league of the following season
- e) Exclusion from the Competition(s)

### **Article 23: Score System**

- 1) There shall be self-assessment by the applicant in a tabulated format provided for in these regulations and submitted along with the other documents
- 2) The self-assessment tabulation shall be entered in an automated Microsoft Excel Sheet that shall be provided by the licensor
- 3) There shall also be the assessment by the appointed evaluator and the score of the evaluator shall be the considered score for the BEST PRACTICES criteria
- 4) The details of the scores shall be as provided for in Annex-1 of these regulations
- 5) If the Applicant undertakes Best Practices, then maximum points will be earned as follows:

### **SECTION 4: BEST PRACTICES**

#### **Article 23: Score System**

- 1) There shall be self-assessment by the applicant in a tabulated format provided for in these regulations and submitted along with the other documents
- 2) The self-assessment tabulation shall be entered in an automated Microsoft Excel Sheet that shall be provided by the licensor
- 3) There shall also be the assessment by the appointed evaluator and the score of the evaluator shall be the considered score for the BEST PRACTICES criteria
- 4) The details of the scores shall be as provided for in Annex-1 of these regulations
- 5) If the Applicant undertakes Best Practices, then maximum points will be earned as

follows:

#	Item	Club	Eval.	Max	TOTAL
<b>1.0</b>	<b>Governance</b>				<b>155</b>
	1.1 Legal/Structure			75	
	1.2 Services			80	
<b>2.0</b>	<b>Sport</b>				<b>345</b>
	2.1 First Team-Players			95	
	2.2 Technical Personnel			70	
	2.3 Youth Setup			65	
	2.4 Women Football Club			30	
	2.5 Equipment			30	
	2.6 Facilities			15	
	2.7 Health & Nutrition			15	
	2.8 Sports Science			25	
<b>3.0</b>	<b>Business</b>				<b>500</b>
	3.1 Finance			120	
	3.2 Marketing & Sales			150	
	3.3 Communications			40	
	3.4 Hospitality & Events			50	
	3.5 Infrastructure and Facilities			140	
<b>TOTAL SCORE</b>					<b>1,000</b>

## SECTION 5: EVALUATION

### Article 21: Issuance of License

- 1) Mandatory Requirements shall all be fulfilled as required by these regulations. If the applicant is missing mandatory requirement, the BEST PRACTICE criteria shall not be undertaken and no license shall be issued
- 2) Under the points system, from the BEST PRACTICES analysis, applicants shall attain a minimum aggregate percentage score, as shown in the table below:

701-1000 Points
551-700 Points
451-550 Points
0-450 Points

#### 3) Green range

License issued without conditions.

#### 4) Yellow range

License issued with a sanction, with specific items to be fulfilled before the beginning of

the second half of the season. In the event of failure at this stage, sanctions will be applied as provided for under the obligatory requirements

**5) Purple range Club**

required to address specific criteria within timelines set by the licensor prior to the First Instance Body considering the application. If not achieved, the license application will be rejected.

**6) Red range**

License not granted, and the club may only apply for the next lower division for the subsequent season.