

ATXGFL

Fall 2026 Policies & Procedures

FINAL - ADOPTED AUGUST 14, 2026

Source baseline: ATXGFL Spring 2026 Policies & Procedures

Status	Final adopted version. Adopted August 14, 2026; effective August 14, 2026.
Included	Complete Fall 2026 operating P&P; Hall of Fame reform; Ethics reform; Ethics and Voting & Elections Committee governance; revised Code of Conduct; Member Concern and Complaint Intake framework; Conflict of Interest Policy; cross-reference and technical cleanup.
Deferred	Board restructuring, revised Director lanes, election-cycle changes, At-Large reform, and related bylaw amendments.
Source integrity	All 1,103 original body paragraphs were preserved, revised, or replaced through the source-preserving drafting process. The original front matter and Table of Contents are also represented.
How to read	This clean copy is the complete adopted Fall 2026 operating Policies & Procedures.

Adopted by the ATXGFL Board of Directors on August 14, 2026, following formal member review August 5-12, 2026. Effective August 14, 2026.

Front Matter

ATXGFL Fall 2026 Policies & Procedures

Prior Version: ATXGFL Spring 2026 Policies & Procedures, updated January 7, 2026. Formal member review: August 5-12, 2026. Adopted by the ATXGFL Board of Directors: August 14, 2026. Effective: August 14, 2026.

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Introduction: Purpose and Intention

A. The goals of this Policies and Procedures (“P&P”) document are:

- a. Consistency - A source of truth for league operations which will endure beyond a particular season’s management / directors, and serve as a starting point for a new season’s operations as leadership changes
- b. Operational Rigor - By articulating in writing the “oral rules” of the league, we are formally codifying how decisions are made, therefore refining our practices and increasing the precision of how we operate
- c. Transparency - A public-facing document which can be referenced by league members (and others) to serve as a reference and roadmap for decision making
- d. Accountability - With explicitly defined expectations, league members will have better mechanisms to hold league leadership accountable
- e. Preserve League History - Memorialize league activity and point-in-time history

B. Nature

- a. Unlike the league Bylaws, which define the core tenets of league organization and membership, and therefore are generally considered to be a static document, the P&P are intended to evolve nimbly over time to better reflect the changing needs, desires, and goals of the ATXGFL
- b. Conceptually, bylaws represent the league “operating system”, while the P&P are more akin to “applications” which “plug in” to the bylaws, i.e. the P&P are more plug-and-play, can be updated through time, and evolve with greater frequency than the bylaws

1. Season Design / Parameters

1.1. Conference Setting

1.1.1. The number of teams each season will be determined by the number of available captains and quarterbacks who nominate themselves and are chosen/drafted for any given season.

1.1.1.1. The Captains Director will recommend a list of selected captains each season to the board for final approval.

1.1.2. The current team cap without extending the game day schedule is 16 teams but the league has the ability to expand beyond that if three fields are utilized or additional game day time slots are added for two fields (provided there are sufficient qualified quarterbacks for such an increase).

1.1.3. Each season, all teams will be split into two equal conferences (e.g., Longhorn & Lonestar) and will compete in a round robin format within each conference. If there is an odd number of teams within a conference (ex. 7), each team will need to play at least one cross conference game as well during the regular season.

1.1.4. Captains will randomly draw for conference assignment at Draft with final confirmation being made by the Captains Director and Rules and Officiating Director

1.2. Team Setting

1.2.1. Team roster sizes should not exceed 16 Playing Members but the Captains Director has the discretion to set the roster size each season.

1.2.1.1. Spring 2024 season was set at 15 Playing Members per team, and Fall 2024 season was 16 Playing Members per team (larger team size was, in part, to accommodate the 12-team season)

1.2.1.2. The Fall 2025 season was set at 15 Playing Members per team.

1.3. Game Schedule

1.3.1. Games are to be played on Saturdays with a schedule of 9:00am, 10:30am, 12:00pm, and 1:30pm, except when field availability requires other scheduling (such as a late start or evening games). When forming the season schedule, major holidays, local Austin events, and other programming (such as travel tournaments) which may impact players’ ability to participate in the league may be taken into consideration. The schedule may allow for built-in bye weeks for any such events, as determined by the Board of Directors

1.3.1.1. The Fields & Equipment Director is expected to have the playing venue accessible to all members and spectators at least an hour before the start of the first game. Another director may be assigned this responsibility as needed

1.3.1.2. Notwithstanding the above, field availability is critical when scheduling games, and may impact our ability to follow our typical schedule

- 1.3.2. Season calendar (dates of games and playoffs) is to be set and communicated prior to registration; additionally, any foreseen deviations from the schedule outlined in 1.3.1. should be declared prior to registration, as it may impact players' ability to commit to certain games.
- 1.3.3. Team match-ups for the entire season are to be provided to league membership prior to the first game of the season
- 1.3.4. Any changes to the schedule (be it field availability, rain-out, etc.) shall be distributed via team captains as soon as possible

1.4. Playoff Schedule

- 1.4.1. Playoffs will be scheduled on the final weekend of each season with games spanning over Saturday and Sunday
 - 1.4.1.1. Playoff seeding will be determined by regular season results in the deciding order of: win/loss record, head to head record, and then points scored against each team
 - 1.4.1.2. The Fields & Equipment Director will create the playoff bracket for each conference based on seeding and has the ability to give top-seeded teams byes based on the most desirable bracket format
 - 1.4.1.3. Playoffs will follow standard single-elimination seeding progression, where match-ups will depend on a preset sequence of match-ups based on regular season rankings.
 - 1.4.1.4. To be eligible for playoffs,
 - 1.4.1.4.1. a Playing Member must have attended at least 50% of their team's regular season games starting from the date the player was added to the roster, and
 - 1.4.1.4.2. Attendance must be recorded and/or certified by the mechanism the Captains Director chooses for that season.
 - 1.4.1.4.3. Playing Members who, at the time of registration, declare themselves ineligible for playoffs (including expected absences of scheduled playoff dates and/or over 50% of regular season games) will remain ineligible for playoffs, excluding communicated adjustments of availability subject to the following conditions:
 - 1.4.1.4.3.1. Prior to the league draft: members will regain eligibility subject to meeting the requirements set in Section 1.4.1.4.
 - 1.4.1.4.3.2. After the draft but no later than the conclusion of Week 3: the entities in place set in rule 2.3.2.2.1, shall review the request and determine eligibility on a case-by-case basis. Unless extenuating circumstances or justification can be demonstrated, the default determination shall be that the player remains ineligible for playoffs.
 - 1.4.1.4.3.3. After Week 3: the player shall remain ineligible for playoffs for that season.

1.5. End of Season Recognition

- 1.5.1. League Members are eligible to receive awards for their skill or contribution to the league
- 1.5.2. Award Process:
 - 1.5.2.1. Following the final week of season games, captains will receive a nomination form to nominate members of their teams for conference-specific awards and league awards
 - 1.5.2.1.1. Captains are expected to fairly award and distribute nominations
 - 1.5.2.2. Once nominations are completed, each conference will have its own voting form
 - 1.5.2.3. Captains will vote for a maximum of three members in their respective conferences for each of the awards listed from 1.5.3.1 - 1.5.4.8, excluding 1.5.4.6 - Team Sportsmanship Award.
 - 1.5.2.3.1. Captains may vote for fewer than 3 nominees but may not vote for more than 3 nominees
 - 1.5.2.3.2. Captains cannot vote for themselves, their team, or their own team members
 - 1.5.2.4. Once all votes are in, each conference's captains will vote on any ties between nominees in a runoff-style election. Captains will only be able to vote for one nominee
 - 1.5.2.4.1. Captains cannot vote for themselves, their team, or their own team members
 - 1.5.2.5. If a third round of voting is needed to break a tie, the Board of Directors will vote on the remaining nominees.
 - 1.5.2.6. Once final votes are in, the Board of Directors will finalize the winners of each category.

1.5.2.6.1. The Board of Directors will confirm nominees with associated Director (in Section 1.5.4), account for active disciplinary cases, and vote on Jessica Sears Spirit Award nominees

1.5.2.7. If a team has Co-Captains, the Co-Captains only get a single vote for awards (on behalf of the team)

1.5.3. Conference-Specific Awards:

1.5.3.1. Outstanding Offensive Player - Awarded to the Playing Member who displayed exceptional talent on Offense.

1.5.3.1.1. After each game, captains will select one outstanding offensive player from the opposing team and submit that player on the official scoresheet or in writing to the Captains Director. Nominees for Outstanding Offensive Player will come from this pool of players.

1.5.3.2. Outstanding Defensive Player - Awarded to the Playing Member who displayed exceptional talent on Defense.

1.5.3.2.1. After each game, captains will select one outstanding defensive player from the opposing team and submit that player on the official scoresheet or in writing to the Captains Director. Nominees for Outstanding Defensive Player will come from this pool of players.

1.5.3.3. Outstanding Rookie - Awarded to a Playing Member, who has never played within a NGFFL league, who displayed exceptional talent on the football field

1.5.3.4. Outstanding Rusher - Awarded to a Playing Member who showed exceptional skill at rushing

1.5.3.5. Outstanding Blocker - Awarded to a Playing Member who showed exceptional skill at blocking

1.5.3.6. Most Vers Player - Awarded to a Playing Member who showed exceptional talent at multiple positions on the field

1.5.3.7. Most Improved Player - Awarded to a Playing Member who showed exceptional improvement throughout the season

1.5.3.8. Best Asset - Awarded to a League Member who was an incredible asset to the team on and off the field (e.g. dedication, skill level, organization, knowledge, etc)

1.5.4. League-Wide Awards:

1.5.4.1. Sportsmanship Award - Awarded to a League Member who best embodies virtues such as fairness, self-control, courage and persistence

1.5.4.1.1. Approved by Rules & Officiating Director (on-field action), and

1.5.4.1.2. Approved by Commissioner (ethics/off-field actions)

1.5.4.2. Golden Whistle - Awarded to a Referee who demonstrated exceptional flag football knowledge, consistency in making fair and reasonable calls, ability to manage on-field dynamics, and serves as a role model for other referees

1.5.4.2.1. Can be awarded to Non-League Member

1.5.4.2.2. Approved by Rules & Officiating Director

1.5.4.3. #1 Fan - Awarded to the Non-Playing Member whose impact was most profound on and off the field

1.5.4.4. Captain of the Season - Awarded to the Captain whose contributions both on and off the field drove outstanding Playing and Non-Playing Member experience, and also served as an exemplary leader in league

1.5.4.4.1. Approved by Captains Director

1.5.4.5. Jessica Sears Spirit Award - Awarded to the League Member who demonstrates that immeasurable quality that some humans just bring into a room, or onto a football field - their spirit. This spirit can be embodied by celebrating differences, demonstrating exceptional compassion, elevating queer joy, and/or by their dedication to making a difference in the lives of others. Recipients are those who selflessly give their time, resources, and energy to support, uplift, and improve the well-being of the LGBTQ+ community or society at large.

1.5.4.5.1. Voted on by the Board of Directors

1.5.4.5.2. Active Directors are not eligible to win this Award

1.5.4.6. Team Sportsmanship Award - Awarded to the team who best embodies virtues such as fairness, self-control, courage and persistence

1.5.4.6.1. Voted on by the referees for the given season.

1.5.4.6.2. Approved by Rules & Officiating Director (on-field action), and

1.5.4.6.3. Approved by Commissioner (ethics/off-field actions)

1.5.4.7. Team Spirit Award - Awarded to the team who best encompassed the spirit of the league on and off the sidelines

1.5.4.8. Championship Match MVP - Voted on by Championship Match Referees

1.5.4.9. League Champions - Determined by winners of bracket play

1.5.5. Hall of Fame.

1.5.5.1. Purpose. The ATXGFL Hall of Fame recognizes Individuals and Legacy Entities whose sustained excellence, service, leadership, cultural impact, or lasting contribution materially shaped ATXGFL, strengthened its community, or advanced its mission. Longevity, popularity, title, or participation alone is not sufficient for induction.

1.5.5.2. Cycle and Class Size.

1.5.5.2.1. ATXGFL shall conduct a Hall of Fame nomination and selection process during the Fall season or another cycle approved by the Board.

1.5.5.2.2. The League may induct zero (0) to three (3) total nominees in a Hall of Fame cycle.

1.5.5.2.3. No more than one (1) Legacy Entity may be inducted in a cycle. A Legacy Entity counts toward the maximum class size of three.

1.5.5.2.4. No nominee is entitled to induction merely because fewer than three nominees qualify or because the League conducts a Hall of Fame cycle.

1.5.5.3. Nominee Types.

1.5.5.3.1. An Individual nominee may be a current or former Playing Member, Non-Playing Member, captain, coach, referee, Director, committee member, volunteer, builder, or other person whose ATXGFL involvement can be documented.

1.5.5.3.2. A Legacy Entity may be a predecessor league identity, organization, program, event, tournament, initiative, or other non-person entity whose foundational, transformational, institutional, cultural, or enduring impact materially shaped ATXGFL or its community.

1.5.5.4. Individual Eligibility.

1.5.5.4.1. An Individual nominee must have completed at least seven (7) seasons of substantive ATXGFL participation. Participation may be established through any documented combination of playing, non-playing membership, captaincy, coaching, officiating, Board or committee service, or consistent League volunteer contribution.

1.5.5.4.2. An Individual nominee must be in good standing and may not be subject to a current adjudicated suspension, expulsion, or other disciplinary restriction that is incompatible with induction.

1.5.5.4.3. The seated Commissioner is not eligible for nomination or induction. The person becomes eligible after leaving office, subject to all other requirements.

1.5.5.4.4. Another current Director may be nominated but shall fully recuse from all review, discussion, and voting concerning that nomination.

1.5.5.4.5. A former or deceased member need not be currently registered to be considered in good standing. Eligibility shall be evaluated based on the person's status and any adjudicated restrictions at the conclusion of League involvement.

1.5.5.5. Legacy Entity Eligibility.

1.5.5.5.1. A Legacy Entity is not subject to the Individual seven-season requirement but must have a documented historical relationship to ATXGFL and a lasting influence that rises meaningfully above ordinary participation, sponsorship, or competitive success.

1.5.5.5.2. Ordinary competitive success, championships, longevity, sponsorship, popularity, current-team identity, or one successful era do not, alone, establish Hall of Fame merit. A team may be considered only in exceptional circumstances when its documented influence extended materially beyond competition and became foundational, transformational, institutional, cultural, or enduring for ATXGFL or its community.

1.5.5.6. Nominations and Ballot Information.

1.5.5.6.1. Nominations shall be submitted through the approved Hall of Fame nomination form. Self-nominations are permitted.

1.5.5.6.2. The nomination form shall request information corresponding to the considerations in the applicable Hall of Fame decision guide.

1.5.5.6.3. The Commissioner may return an incomplete nomination once for clarification or missing information before the published deadline.

1.5.5.6.4. Before Stage 1 voting, the Commissioner shall reproduce each eligible nominee's substantive nomination responses in the nominee's ballot section using consistent field labels and order. The responses shall not be summarized, strengthened, weakened, or materially rewritten. Clerical formatting and correction of obvious typographical errors are permitted.

1.5.5.6.5. An Individual nominee shall be contacted to confirm willingness to be considered unless the nomination is posthumous or contact is not reasonably possible.

1.5.5.6.6. A complete nomination may remain active for up to three (3) consecutive Hall of Fame cycles. Updated information may be submitted during that period. A nomination must be resubmitted after the third cycle.

1.5.5.7. Voting Panel.

1.5.5.7.1. The Hall of Fame voting panel consists of all eligible, unconflicted voting Directors other than the Commissioner and all eligible, unconflicted ATXGFL Hall of Fame inductees.

1.5.5.7.2. Each person receives one ballot. A person who qualifies in both groups shall be assigned to the Hall of Fame group for the cycle.

1.5.5.7.3. The Commissioner shall administer the nomination and voting process but shall not vote, influence interim results, or break a tie.

1.5.5.7.4. Voting & Elections shall verify the eligible voter list, voter-group assignments, conflicts and recusals, participation, calculations, and final results.

1.5.5.8. Conflicts and Recusal.

1.5.5.8.1. A voter shall recuse when the voter is the nominee, shares a household or immediate family relationship with the nominee, has a close financial or business relationship with the nominee, or cannot evaluate the nomination impartially.

1.5.5.8.2. Recusal is nominee-specific during Stage 1. A recused voter is removed from that nominee's eligible denominator and the recusal is not treated as a No vote.

1.5.5.8.3. A voter recused from any nominee appearing in a Stage 2 ranking category shall not participate in that category.

1.5.5.8.4. Voters shall not coordinate ballots, campaign privately within the voting panel, disclose restricted nomination material, or share individual voting choices.

1.5.5.9. Stage 1: Hall of Fame Qualification Vote.

1.5.5.9.1. Each eligible nominee shall be evaluated independently through a confidential, decision-guide-supported vote of Yes, No, or Recused.

1.5.5.9.2. The decision guide supports consistent judgment but does not create a numerical score. A Yes vote means the voter concludes that the nominee independently meets the ATXGFL Hall of Fame standard.

1.5.5.9.3. A valid result for a nominee requires Yes or No participation from at least sixty percent (60%) of the nominee's eligible, unconflicted Board voters and at least sixty percent (60%) of the nominee's eligible, unconflicted Hall of Fame voters.

1.5.5.9.4. A nominee qualifies by receiving at least seventy-five percent (75%) Yes votes overall and at least two-thirds Yes support within both the participating Board and Hall of Fame voter groups.

1.5.5.9.5. Fractional vote requirements shall be rounded up to the next whole vote.

1.5.5.9.6. When a participation requirement is not met, the voting window may be extended. The standard shall not be lowered because of low participation.

1.5.5.10. Stage 2: Ranked Preference Selection.

1.5.5.10.1. Stage 2 is required only when more nominees qualify than the available positions in a category.

1.5.5.10.2. Individuals and Legacy Entities shall be ranked in separate categories. If one or more Legacy Entities qualify, one class position is available to the Legacy Entity category and the number of available Individual positions is reduced accordingly.

1.5.5.10.3. Each eligible Stage 2 voter shall rank all qualifying nominees in each category in which the voter is eligible to participate, from first preference through final preference.

1.5.5.10.4. With N nominees in a category, first preference receives N points, second preference receives N minus one point, and the sequence continues until final preference receives one point.

1.5.5.10.5. The qualifying nominees with the highest ranked-point totals shall fill the available positions for that cycle.

1.5.5.10.6. A tie affecting the final available position shall be resolved in the following order: (a) higher Stage 1 overall approval percentage; (b) higher Stage 1 Hall of Fame-group approval percentage; (c) greater number of first-preference rankings; and (d) a confidential restricted runoff between the remaining tied nominees.

1.5.5.10.7. In a restricted runoff, the nominee receiving a simple majority of valid nominee selections receives the position. Recused responses are excluded from the valid-vote denominator. If the valid runoff vote remains tied, the position stays vacant for that cycle.

1.5.5.11. Certification, Records, and Announcement.

1.5.5.11.1. Voting & Elections shall independently review and certify the voter list, response validity, participation, calculations, tie procedures, and final class.

1.5.5.11.2. The certified class becomes effective upon certification and does not require a separate Board ratification vote. The Commissioner shall provide the certified result to the Board for notice and coordinate the announcement and recognition.

1.5.5.11.3. Voting forms are confidential but not anonymous. Verified email may be collected and used solely to administer voter eligibility, duplicates, missing responses, corrections, recusals, and certification.

1.5.5.11.4. No voter comments shall be collected on final Hall of Fame ballots. Individual selections and raw response data remain restricted to the Commissioner and authorized Voting & Elections reviewers.

1.5.5.11.5. The permanent record shall include the approved blank forms and decision guides, nomination records, aggregate calculations and certification, and public induction materials.

1.5.5.11.6. Raw ballots, individual rankings, voter-group assignments, and identifiable voting data shall be destroyed ninety (90) days after certification unless an active review requires continued retention. The retention period resumes when the review concludes.

1.5.5.12. Administrative Tools.

1.5.5.12.1. The Board-approved rules govern the Hall of Fame process. Google Forms, calculation workbooks, and administrative playbooks are implementation tools used to carry out those rules.

1.5.5.12.2. Non-substantive technical, formatting, accessibility, or readability corrections may be made to the tools without changing the approved standard, voting body, class limits, thresholds, recusal rules, or tie procedures.

2. Member Registration (Playing & Non-Playing)

2.1. Registration will start five to six weeks prior to the first game of the season to allow for other processes completion (i.e., Quarterback selection, Player Combine, Positional Clinic, Draft, etc.)

2.2. Process Overview

2.2.1. Communication between the greater ATXGFL community and Board will commence at a minimum one week prior to Priority Registration of each season

2.2.2. Registration will be divided into three stages (further defined in Section 2.5 below):

2.2.2.1. Pre-Registration

2.2.2.2. Priority Registration

2.2.2.3. Open Registration

2.2.3. Registration information will be included in communication regarding timing of registration, including urgency for a timely registration, and likelihood of sellout. (e.g., prior seasons have sold out within three minutes of opening registration)

2.2.4. Registration process will be clearly displayed on league's website

2.3. Registration Software Technology

2.3.1. The league uses LeagueApps for its registration, waitlist, and roster management

2.3.2. Spots are only reserved once payment is made at the completion of registration, so time is of the essence when registering. That said, accuracy and integrity are of the utmost importance when registering, as information collected during the registration process can have impacts on playing time and/experience, including:

2.3.2.1. The sexual orientation and/or gender identity used at the time of registration will be what is used for calculating the "ally rule" (see Section 5.1.2.6)

2.3.2.2. A player's expected participation can impact their desirability to captains during the draft.

2.3.2.2.1. To the extent that there is a difference between a person's declared participation/availability at the time of registration, and their actual intention of participating in the season (including, but not limited to, ability to participate in playoffs), the Captains Director, in consultation with the Commissioner, may choose to implement gameplay restrictions on that player which would limit them to their declared availability at the time of registration, including playoff eligibility as outlined in Section 1.4.1.4.

2.3.2.2.1.1. If the Playing Member whose eligibility is under consideration is rostered on a team alongside the Commissioner and/or Captains Director, the eligibility determination shall be referred to the full Board of Directors for a vote.

2.3.2.2.1.2. For playoff eligibility, in the event of a tie, the Playing Member remains ineligible to play in playoffs.

2.3.2.2.2. For example, if a person said they were not going to be able to make it to playoffs, but then are later available to play, the Captains Director may choose to not allow them to participate in playoffs.

2.3.3. In the event of technology-related processing errors (where no malintent is present), the Board shall retain authority to address those issues

2.3.3.1. In the event there is an "over-registration", a player whose registration is subsequently denied shall be offered a full refund

2.3.3.2. The board may choose to offer impacted players a 'priority' spot on the waitlist

2.4. The total number of Playing Member spots available in a season is a product of the number of teams (set in Section 1.1) and the number of Playing Members per team (set in Section 1.2), and are allocated according to the following formula:

2.4.1.1. 40% of total available registration spots are reserved for Open Registration

2.4.1.2. 60% of total available spots are allocated before Open Registration (covering both Pre-registration and Priority Registration)

2.4.1.2.1. That 60% is first made available to players eligible for Pre-Registration (this could be ~50 spots in a particular season, subject to who is considered eligible for Pre-Registration)

2.4.1.2.2. Remaining spots are allocated to Priority Registration; once those are allocated, registration is closed and any other individuals must register as part of Open Registration (i.e., no priority waitlist)

2.5. Details on Registration Stages

2.5.1. Pre-Registration

2.5.1.1. Pre-Registration is available three days prior to Priority Registration

2.5.1.2. The following cohorts of the forthcoming Current Season are eligible for Pre-Registration:

2.5.1.2.1. Team Captains

2.5.1.2.2. Primary Quarterbacks (or the QB Captains' Alternative Selection)

2.5.1.2.3. Board of Directors

2.5.1.2.4. Paid Sponsors

2.5.1.2.4.1. Total number of spots available for Sponsors is up to the discretion of the Sponsorships Director and Commissioner each season

2.5.1.2.4.2. No more than 1 Pre-Registration spot is available per Sponsor

2.5.1.2.4.3. Once approved by the Sponsorships Director, the Sponsor must:

2.5.1.2.4.3.1. Pay their sponsorship in full by the Pre-Registration date

2.5.1.2.4.3.2. Register on the Pre-Registration date

2.5.1.2.4.3.3. Personally use the spot (i.e., not transferable) except to an employee of Sponsor

2.5.1.3. There will be no makeup day for Pre-Registration

2.5.2. Priority Registration

2.5.2.1. The following cohorts of the forthcoming Current Season are eligible for Priority Registration:

2.5.2.1.1. Registered ATXGFL Members (either Playing or Non-Playing) in either of the two seasons immediately preceding the season for which they are registering

2.5.2.1.2. Players who were eligible for Pre-Registration, but failed to register

2.5.2.2. Priority Registration opens at 8:00 am Central Time on the day communicated

2.5.2.3. The league website will show a button once registration is open, at which point registration will be available (i.e., players don't need to worry about if it is after 8am once the button appears)

2.5.2.4. Individuals may create a LeagueApps account prior to registration to expedite registration process

2.5.2.5. Priority Registration has limited spots and will close once all spots have been taken

2.5.2.6. There will be no waitlist for Priority Registration

2.5.3. Open Registration will start the day following Priority Registration and will consist of all remaining registrations

2.5.3.1. Open Registration will be publicly accessible (no password or other access required) from the league's website, and will open immediately at 8:00 am Central on the specified day

2.5.3.2. Open Registration will close once the total number Playing Member spots have been filled, at which point people will have two options:

2.5.3.2.1. Join the Playing Member Waitlist (see mechanics described in Section 3.7)

2.5.3.2.2. Register as a Non-Playing Member (this can be done on a standalone basis, or in addition to being on the waitlist)

2.6. Other Registration Stages

2.6.1. Waitlist

2.6.1.1. Once Open Registration for Playing Members reaches capacity, players will be invited to (optionally) join the Waitlist

2.6.1.2. Waitlist will close at midnight three (3) days before the first regular season game is scheduled

2.6.1.3. Players on the waitlist will not have to pay any registration fees unless they are pulled from the waitlist to play, or decide to be a Non-Playing Member

2.6.1.4. First time Playing Members are required to attend at least one of (1) the positional clinic or (2) new player combine, or else will be ineligible to be pulled off the waitlist

2.6.1.5. Individuals being pulled off the Waitlist will have 24 hours to confirm interest in joining the league; failure to confirm promptly may result in them forfeiting their spot

2.6.2. Non-Playing Member Registration

2.6.2.1. Non-Playing Member registration will remain open until the day before the first (1st) regular season game is scheduled, but only Non-Playing Members who register the day before the draft should expect a jersey

2.6.2.2. As part of the registration process, Non-Playing Members will be given the opportunity to preference a player or a Captain; while the Board and Captains will do their best to respect those preferences, situations may arise which make honoring those requests impossible (e.g., disciplinary cases)

2.6.2.3. Once assigned to a team, Non-Playing Members are part of that team for the remainder of a season, unless they are placed on a team as a Playing Member (i.e., pulled from the waitlist), at which point they will surrender their placement associated with their Non-Playing Member registration.

2.7. Registration Fees

2.7.1. Philosophy and Fee Setting

2.7.1.1. As a Membership organization, the ATXGFL charges its members a fee to participate in the league each season. In exchange for that registration fee, the players should expect access to a valuable community, meaningful connections, and a well-run flag football season.

2.7.1.2. Fees are a reflection of the costs incurred by the league, including national organization (NGFFL) dues, direct game-play related costs (e.g., field rentals, equipment purchases, team jerseys for Members, referee compensation), indirect league member related initiatives (e.g., socials, swag), and administration (insurance, software fees)

2.7.1.3. The Fall 2025 season fees were as follows:

2.7.1.3.1. Playing Member: \$95

2.7.1.3.2. Non-Playing Member: \$50

2.7.2. Prorated Fees

2.7.2.1. Playing Member Registration Fees will be prorated for individuals joining the league off the waitlist based on membership date.

2.7.2.2. Playing Member Registration Fees will decrease weekly (by game weeks) in increments of \$10, with the minimum capping at the Non-Playing Member Registration Fee

2.7.3. Fee Refunds

2.7.3.1. League Members are eligible for refunds, by request, up until Week 5 (player replacement deadline)

2.7.3.2. The amount refunded will coincide with the prorated weekly rate.

2.7.3.3. Individuals who opt for a refund are no longer considered a part of ATXGFL for that season and forfeit league benefits and eligibility

2.7.3.4. Playing Members may opt to become Non-Playing Members and Registration Fees will be adjusted by prorated weekly amount

2.7.4. Fee Reimbursements

2.7.4.1. To improve season-to-season transfer of both soft assets (knowledge, technology access, etc.) as well as hard goods (e.g., captain's play boxes), the league offers end-of-season reimbursement for registration fees to select groups

2.7.4.2. The following groups were eligible for reimbursement in 2025, provided satisfactory completion of their end-of-season and/or transition responsibilities:

2.7.4.2.1. Team Captains

2.7.4.2.2. Board Members

2.7.5. Fee Waivers

2.7.5.1. The board may choose, in its sole discretion, to offer several registration fee waivers for league members in a position of financial hardship.

2.7.5.1.1. The amount of waivers shall be budgeted at the beginning of the season

2.7.5.1.2. Members shall be made aware of the financial-hardship fee-waiver opportunity as part of the registration announcement and asked to submit a brief explanation of their circumstances.

2.7.5.1.3. The Commissioner, Assistant Commissioner, and Treasurer shall review the submissions in the order they are received, and may approve up to the budgeted number of waivers. Any additional waivers shall be granted only following a Board vote to approve extra budget allocation.

2.7.5.2. If the Board decides financial hardship fee waivers are to be available in a given season, an offer to apply for the waiver must be made publicly available to all league Members

2.8. League Communications - As a way to build community beyond any particular season, league communication channels such as the league email newsletter and the official ATXGFL Slack workspace will be available to the following groups:

2.8.1. League newsletter: Sent automatically to Playing Members, waitlisted registrants, Non-Playing Members, referees, and sponsors from the current season

2.8.1.1. Playing Members, Non-Playing Members, and referees from the prior ~four seasons will be included in the email newsletter.

2.8.1.2. The Sponsorships Director will have discretion over whether or not to add prior seasons' sponsors to the newsletter mailing list,

2.8.2. League Slack: Playing Members, Non-Playing Members, and referees from the current season will be invited to join the League's Slack workspace

3. Team Composition & Pre-Season Play Related Activities

3.1. Captain Selection

3.1.1. Each season's Captains are chosen by the Captains Director and presented to the Board of Directors for approval

3.1.1.1. The following Board Directors are not eligible to Captain during their term:

3.1.1.1.1. Commissioner

3.1.1.1.2. Captains Director

3.1.2. The most important factor in captain selection is a person who can demonstrate leadership within our community, and empower their team both on and off the field. Additional individual considerations in Captain selections are:

3.1.2.1. Football knowledge and skills

3.1.2.2. Seasons spent with ATXGFL (typically require a minimum of 2 seasons of ATXGFL play)

3.1.2.3. Ability to bond veterans of the league with new players

3.1.2.4. Ability to work with other Captains and Board of Directors

3.1.2.5. Feedback / reviews if they have captained previously

3.1.2.6. The Board will consider “portfolio” considerations in captain selection, to ensure the group selected – as best as possible – represents a mix of:

3.1.2.6.1. returning and first-time Captains

3.1.2.6.2. racial representation

3.1.2.6.3. gender / gender identity representation

3.1.2.6.4. LGBTQIA+ representation

3.1.3. If the Captains Director chooses to allow Co-Captains for a season, the selection of the Co-Captains is chosen by the Captains Director and presented to the Board of Directors for approval

3.1.3.1. Co-Captains require both individuals to have a minimum of 2 seasons in the ATXGFL (either as a Playing Member or Non-Playing Member)

3.1.3.2. “Co-Captains must maintain an equitable average draft ranking by adhering to the following pairings (mirroring the Quarterback and Alternative Selection tiers defined in Section 3.4.2.3):”

3.1.3.2.1. A potential first (1st)-round Captain may co-captain with a potential Captain whose average draft ranking is four (4) or later.

3.1.3.2.2. A potential second (2nd)-round Captain may co-captain with a potential Captain whose average draft ranking is three (3) or later.

3.1.3.2.3. A potential third (3rd)-round Captain may co-captain with a potential Captain whose average draft ranking is two (2) or later.

3.1.3.2.4. A potential fourth (4th)-round or below Captain may co-captain with a potential Captain of any average draft ranking.

3.1.3.3. If both Co-Captains have the same draft ranking, they will pick themselves consecutively in that round and the subsequent round in the draft

3.1.3.4. If Co-Captains are a Playing Member and Non-Playing Member, only the Playing Member’s draft will be considered.

3.2. Quarterback Selection

3.2.1. Any individual who has interest in becoming a Quarterback within ATXGFL becomes a draft-eligible option for Captains to choose.

3.3. Captains, QB, and Alternate Selection draft round determinations

3.3.1. All playing members who are not part of the open draft will be assigned an equivalent draft round, for purposes of “taking a spot” during the player draft

3.3.2. The Captain’s director will make a recommendation to the Board, influenced by both the most recent draft round in which they were selected, as well experience with travel and/or material observed improvement since the prior draft

3.3.3. The Board will review all proposed Alternative Selection requests and their associated draft rounds before the recommendations are considered finalized

3.4. Pre-Draft Processes

3.4.1. Order

3.4.1.1. All Captains will be grouped into different buckets by the Captains Director:

3.4.1.1.1. Bucket 1 - Teams with firsts: Teams who have a Captain with a draft round average of 1, regardless of if that Captain is a quarterback or not.

3.4.1.1.2. Bucket 2 - Less experienced: Can be either first time or returning captains, but generally with less experience and/or a later draft pick historically;

3.4.1.1.3. Bucket 3 - More experienced: Can be either first time or returning Captains, with relatively more experience and/or an earlier draft pick historically;

3.4.1.1.4. Bucket 4 - Most experienced: Can be either first time or returning captains, with significantly more experience than Bucket 3 and/or include a captain with a typical draft round average of 2.

3.4.1.2. At Captain's orientation, the names of the Captains within each category will be placed in a container by the Captains Director and randomly selected to determine the draft order.

3.4.1.2.1. At the Captains Directors discretion with majority concurrence of approved captains, the draft order may be set prior to Captain's orientation using an agreed upon randomization method for each bucket (example: a website dedicated to randomizing lists). If this method is selected, it must be streamed and recorded.

3.4.1.3. All Captains from Bucket 1 will go first, followed by Bucket 2, Bucket 3, and finally Bucket 4.

3.4.1.4. Captain's who sign up as a Quarterback Captain and decide they may want to draft a Quarterback instead of playing Quarterback; or Captains that sign up as a non-quarterback Captain and decide they may want to quarterback have until the day prior to the scheduled Captain's Orientation or draft order being set (whichever comes first as outlined in 3.4.1.2.1.) to notify the Captains Director of the change.

3.4.1.4.1. If changing playing type leads to a Captain pair being ineligible under the equity rules set in 3.1.3.2., the change will not be allowed.

3.4.1.4.2. Example: a Captain who is typically a 5th round QB but 2nd round otherwise is partnered with a 2nd round Co-Captain. The QB Captain cannot change to non-QB without violating the rules of 3.1.3.2.

3.4.2. Quarterback Draft

3.4.2.1. Based on the Draft Order, captains who are not a Quarterback or do not have a Quarterback co-captain will have an opportunity to draft a quarterback.

3.4.2.2. Beginning with Bucket 2, Captains will draft a Quarterback in following the draft order as set by

3.4.1. After all Bucket 2 Captains have selected a Quarterback, captains from Bucket 3 will select a Quarterback, followed by Bucket 4, and ending with Bucket 1.

3.4.2.3. Captains who will be their own Quarterback that do not also have a Co-Captain as a Quarterback (i.e. acting as a solo captain) will have the opportunity to draft a player before the league draft to be their Alternative Selection; these players must have played in the ATXGFL in one of the two seasons immediately preceding the current season.

3.4.2.4. Captains eligible for an Alternative Selection by rule 3.4.2.3. will choose based on tiers:

3.4.2.4.1. First round Quarterbacks may choose an alternative selection whose predetermined draft round ranking is fourth (4th) or below.

3.4.2.4.2. Second round Quarterbacks may choose an alternative selection whose predetermined draft round ranking is third (3rd) or below.

3.4.2.4.3. Third round Quarterbacks may choose an alternative selection whose predetermined draft round ranking is second (2nd) or below.

3.4.2.4.4. Fourth round or below Quarterbacks may choose an alternative selection of any predetermined draft round ranking.

3.4.3. Color & Team Name Selection

3.4.3.1. Color Selection

3.4.3.1.1. Prior to the color draft, the Fields and Equipment Director shall secure a list of eligible colors from the jersey vendor (the list of which will be re-confirmed each season) based on the numbers of teams in a given season.

3.4.3.1.2. Based on the Draft Order, the Captain who is grouped in the last category and has their name drawn last, will get the first selection for the jersey Color Draft. This draft will go in reverse order of the Quarterback Draft.

3.4.3.2. Team Name Selection & Logo Inspiration

3.4.3.2.1. Captains are responsible for selecting their team name and logo (after the color draft)

3.4.3.2.2. While humor and "theming" are encouraged, team names and logos shall be suitable for public display and community representation. All team names will be approved by the Board prior to official adoption.

3.4.3.2.2.1. Team names and logos may not include hate or discriminatory language, or content that is reasonably threatening or harassing.

3.4.3.2.2.2. Team names and logos should not include explicit sexual acts or explicit references to illicit drugs.

3.4.3.2.2.3. The Board may require modification or replacement of a team name or logo where necessary to support league operations, sponsorships, partnerships, venue requirements, or event safety.

3.5. Combine and Positional Clinic

3.5.1. Timing / Logistics

3.5.1.1. The Combine will generally occur one week before the league draft while the Positional Clinic will occur one day before the league draft, but based on calendar considerations may be adjusted. In any case, both events will occur following registration, but prior to the draft.

3.5.2. Content

3.5.2.1. These events will include different stations of flag football from route running, flag pulling, blocking & rushing, defensive coverage, etc. Each station will be run by station leaders from the league who can walk through the basics with new players and work on progressive tasks.

3.5.3. Attendance Expectation

3.5.3.1. Quantitatively, you should expect around 75 people at the fields from Captains, Board Members, Stations Leaders, New Players, Waitlist Players and Veterans in the league who are looking to jump back into the sport.

3.5.4. All participating players should wear shorts/pants with no pockets, non-metal football/soccer cleats, and avoid garments or gear associated with travel tournament play.

3.6. Draft Mechanics

3.6.1. The draft is set up in a snake order;

3.6.1.1. In the event a team has Co-Captains, only one designated Captain will be eligible to participate in the draft

3.6.1.2. Each odd numbered round will proceed as follows

3.6.1.2.1. The captain with first round draft pick will have 60 seconds to make their pick

3.6.1.2.1.1. In the event any captain does not select an eligible playing member before their time expires, they will “reserve” that selection until their next eligible draft round

3.6.1.2.1.2. The captain is responsible for ensuring that their named pick is recorded correctly by the board member(s) administering the draft

3.6.1.2.1.3. If a captain, their quarterback, or an Alternative Selection has been assigned the current round, they will forfeit an open pick that round.

3.6.1.2.2. Immediately following either the successful selection or of the expiration of 60 seconds, the next captain will choose from the remaining eligible players

3.6.1.2.3. Selections will continue until all captains have had an opportunity to make one selection in the round (excluding as applicable 3.6.1.2.1.3)..

3.6.1.3. Then will go backwards beginning with the captain who drafted last in the odd round and continuing in reverse order ending with the Captain who had the first pick in Round 1. This process will continue in such a process until the end of the draft.

3.6.1.4. If a Captain is determined in the same draft round as their Quarterback/Alternative Selection, they will then be bumped down into the next round.

3.6.1.5. Captains will be allowed to draft a maximum of five (5) allies (as identified during the registration process) on their team as Playing Members.

3.6.2. Blind Draft

3.6.2.1. All new players within ATXGFL are highly encouraged to attend either the Combine or Positional Clinic. If a new player does not attend either event, they will only be eligible for the Blind Draft (not the standard normal draft)

3.6.2.2. At any point of the draft process, Captains may select a player from the draft-eligible names, or randomly select a name from a hat of the Blind Draft names.

3.6.2.3. If a Captain chooses a Blind Draft selection, they cannot select another player from the Blind Draft until every other captain has the same number of total Blind Draft selections

3.7. Waitlist Mechanics

3.7.1. Pre-Draft

3.7.1.1. In the event any paid registered Playing Member decides to withdraw their name as a Playing Member or would like to be switched to a Non-Playing Member, the next person in the Waitlist (ordered by time at which they joined the waitlist) will be offered a Playing Member spot.

3.7.2. Post-Draft

3.7.2.1. In the event any paid registered Playing Member cannot play in the season any longer, whatever the case may be, the Captains Director will look at the Waitlist to see who would be comparable options to replace said Playing Member. The Captains Director will look at the Playing Members' experience, position and skills, and find two comparable options for the Captain losing a player to pick from, which then will be voted for approval by the remaining Captains.

3.7.2.1.1. The waitlist selection who receives a simple majority vote by all captains—excluding the captain looking to add a player—will be approved.

3.7.2.1.2. If there is a tie in voting or the Captains do not approve of the waitlist selection chosen for voting, then a new selection will be presented to the group until approved.

3.7.2.1.3. If Player Replacement involves the team the Captains Director is on, the Commissioner will facilitate the replacement process

3.7.2.1.4. All Waitlist player replacements will be stopped after Week 5.

3.7.2.1.5. Petition for player replacements after Week 5 must be presented to Board of Directors for approval

3.7.2.1.6. Approved Petitions will be made aware to Captains once finalized

3.8. Jerseys

3.8.1. Once the league draft is completed and all registered Playing Members and Non-Playing Members have been assigned teams, the Fields & Equipment Director will place an order for each team based on the t-shirt size each person selected when registering.

3.8.1.1. Five additional jerseys should be ordered per team in order to account for any waitlist players joining teams later in the season. The sizes for these additional jerseys should be: 2 Medium,

2 Large, 1 Extra Large.

3.8.1.2. Non-Playing Members who join after the Draft date are not guaranteed Jerseys

3.9. Other Member “Swag”

3.9.1. The Board of Directors may choose to provide items for league Members in a particular season (e.g., t-shirts). If the budget allows, other groups such as sponsors and referees should also be considered in the tshirt order.

3.9.1.1. League t-shirts were provided in the Spring 2024 season

4. On-Field Rules

4.1. Game Play Rules

4.1.1. NGFFL

4.1.1.1. The NGFFL Rulebook shall govern all rules of play, except as specified in the following section

4.1.2. Where a conflict exists between the NGFFL Rulebook and these Policies & Procedures, the ATXGFL Policies & Procedures shall take precedence.

4.1.1.2. The Rules & Officiating Director shall provide or make available the most recent NGFFL Rulebook to all captains and officials prior to Week 1. The league shall use that rulebook for the season.

4.1.1.2.1. In the event NGFFL updates the rulebook after week 1, the league may adopt a newer version with majority concurrence of captains (only one vote per team) and the Rules & Officiating Director.

4.1.2. Supplemental Non-NGFFL Rules

4.1.2.1. Overtime

4.1.2.1.1. Overtime will be alternating “Point After Touchdown” attempts between the two teams.

4.1.2.1.1.1. Conclusion of the game

4.1.2.1.1.1.1. If one team fails to “match” the other team at the conclusion of overtime, the game is over.

4.1.2.1.1.2. Starting yard line

4.1.2.1.1.2.1. For overtimes #1 & #2, each team will go for a 2-point conversion from the 10-yard line.

4.1.2.1.1.2.2. For overtimes #3 and beyond, the team can choose to go for 1-point conversion or 2-point conversion.

- 4.1.2.1.2. Order of Play will alternate each round:
 - 4.1.2.1.2.1. Overtime #1: Team A on Offense first, Team B on Defense First
 - 4.1.2.1.2.2. Overtime #2: Team B on Offense first, Team A on Defense First
 - 4.1.2.1.2.3. Overtime #3: Team B on Offense first, etc...
- 4.1.2.1.3. General Rules for Overtime
 - 4.1.2.1.3.1. Run Plays - The run is alive on all plays in overtime.
 - 4.1.2.1.3.2. Timeouts - Each team gets 1 timeout for all overtime.
 - 4.1.2.1.3.3. Defensive interceptions - An interception can be returned for two points, and ends the game.
 - 4.1.2.1.3.4. Scoring - Ultimate winner gets 1 point to the final score
 - 4.1.2.1.3.5. Penalties - Ten yard defensive penalties when the offense is successful generally carry over to the next drive. This rule is omitted for overtime, except for unsportsmanlike penalties. These can be tack on the next play, if there is a next play.
- 4.1.2.2. Quarterback Play
 - 4.1.2.2.1. Starting Primary Quarterback
 - 4.1.2.2.1.1. The 'primary' quarterback is identified at the beginning of the season, in the captain/ quarterback draft.
 - 4.1.2.2.1.2. If a 'primary' quarterback is unable to continue playing during the season, a backup quarterback may be used.
 - 4.1.2.2.1.3. The 'primary' quarterback must play at least 51% of each game (one half plus one play) during the regular season.
 - 4.1.2.2.2. Postseason Quarterback
 - 4.1.2.2.2.1. The 'primary' quarterback is the ONLY person allowed to take snaps during post-season games unless unavailable.
 - 4.1.2.2.3. Substitute Quarterback
 - 4.1.2.2.3.1. If, 'primary' quarterback is out due to: injury, absence or suspension, a Captain may choose to select a substitution from:
 - 4.1.2.2.3.1.1. Another player within their own team roster
 - 4.1.2.2.3.1.2. An individual from another team in a different conference
 - 4.1.2.2.3.1.3. A Non-Playing Member in the same conference
 - 4.1.2.2.3.2. With approval of the opposing team Captain and Captains Director
- 4.1.2.3. Quasi Rule: a play that requires multiple passes and/or handoffs in a single play; relation to whom the pass and/or handoff is to, will not matter based on gender.
 - 4.1.2.3.1. These types of plays may happen at a max of four positive times per game
 - 4.1.2.3.1.1. Positive Attempts result in the ball successfully crossing the line of scrimmage
 - 4.1.2.3.2. During a Quasi Play a male-identifying player can use a junior/youth size ball as long as the player does not receive the direct snap from the center
- 4.1.2.4. Player Substitutions
 - 4.1.2.4.1. Teams that are missing Playing Members can pull substitutions to build to a 10 Player roster
 - 4.1.2.4.1.1. Substitution Requirements
 - 4.1.2.4.1.1.1. Eligible Playing Member
 - 4.1.2.4.1.1.2. Substitution is from opposing conference
 - 4.1.2.4.1.1.3. With approval of the opposing team Captain and Captains Director
- 4.1.2.5. Onside Play
 - 4.1.2.5.1. Before an extra point is attempted, a captain may declare for an onside play.
 - 4.1.2.5.1.1. Can only be declared after the official 2 minute warning of the second half of a game.

- 4.1.2.5.1.2. Can only be declared by the team with fewer game points.
- 4.1.2.5.1.3. The extra point can be attempted from the 1 or 2 point try distances, and is considered complete whether the attempt is successful or not.
- 4.1.2.5.1.4. Can only be used if the declaring team has at least 1 timeout remaining at the time of declaration
 - 4.1.2.5.1.4.1. The declaring team will be charged a timeout in exchange for declaring the onside attempt.
- 4.1.2.5.2. After the extra point is completed.
 - 4.1.2.5.2.1. If the declaring team is tied or leads the defending team, the declaring team is no longer eligible for an onside play. The declaring team is not returned their timeout if they are no longer eligible for an onside due to a tie or lead change.
- 4.1.2.5.3. The Onside Play.
 - 4.1.2.5.3.1. A team must convert a 4th and 15 from their own five yard line.
 - 4.1.2.5.3.2. If a defensive team intercepts or creates a safety scoring play, those points will count towards the defensive team's final score.
 - 4.1.2.5.3.3. The quarterback run is dead for the onside play.
 - 4.1.2.5.3.4. Two minute timing rules and procedures still apply.
 - 4.1.2.5.3.4.1. Penalties:
 - 4.1.2.5.3.4.1.1. A penalty that would result in a loss of down will end the onside play as unsuccessful.
 - 4.1.2.5.3.4.1.2. A penalty that would result in an automatic first down will end the onside play as successful.
 - 4.1.2.5.3.4.1.3. A penalty that would be a replay of down (including offsetting penalties), repeat the Onside Play after assessment of the penalty following normal two minute timing rules.
- 4.1.2.5.4. After the Onside Play
 - 4.1.2.5.4.1. If the onside play is unsuccessful (including a turnover that does not result in a score), the defending team takes over from the 40 yard line.
 - 4.1.2.5.4.2. If the onside play is successful, the declaring team is returned their quarterback run, and play continues from the resulting spot under normal two minute timing rules.
- 4.1.2.6. Mercy Scores
 - 4.1.2.6.1. The 5 minute (25 points) and 2 minute (17 points) mercy rule will still apply to all play.
- 4.1.2.7. Ally Rule
 - 4.1.2.7.1. Only 3 "ally" players can play on the field at any given time (<50% of on-field players)
 - 4.1.2.7.1.1. For purposes of this calculation, a person's status as an ally will be determined based on their identification at registration
 - 4.1.2.7.2. If a team is found in violation of 4.1.2.7 the play in violation will result in a 10 yard penalty, and the captain may be disqualified from the game for repeated violations. The challenging team may choose to apply either a loss of down or replay down.
 - 4.1.2.7.2.1. It is the responsibility of Captains, not officials to monitor compliance of this rule. Captains can challenge the opposing team's on-field women's+ player count either immediately after a play, or before the snap but after the ready for play:
 - 4.1.2.7.2.1.1. A successful challenge will be penalized in accordance with 4.1.2.7.2.
 - 4.1.2.7.3. Captains who unsuccessfully challenge under this rule will be assessed a 10 yard penalty.
- 4.1.2.8. Women's+ Rule
 - 4.1.2.8.1. There should be at least one Women's+ player on the field at all times, excluding injuries or absences that make this impossible.
 - 4.1.2.8.1.1. If a team has only one Women's+ Playing Member available for a game, that team may satisfy 4.1.2.8.1. The Captain must designate the player will primarily play either offense or defense.
 - 4.1.2.8.1.1.1. A designation made under 4.1.2.8.1.1 does not preclude the Women's+ Playing Member from also playing another phase of the game. However, the Women's+ Playing Member must be represented on the designated phase as indicated, excluding injury, equipment issues, or temporary substitution consistent with normal gameplay.

4.1.2.8.1.1.2. A challenge under 4.1.2.8.1.1 that involves temporary substitution shall be a judgment call by the officiating crew. The intent of 4.1.2.8 is to encourage more Women's+ participation, not to punish teams for their sole available Women's+ player needing a brief rest.

4.1.2.8.2. If a team is found in violation of 4.1.2.8 the play in violation will result in a 10 yard penalty, and the captain may be disqualified from the game for repeated violations. The challenging team may choose to apply either a loss of down or replay down.

4.1.2.8.2.1. It is the responsibility of Captains, not officials to monitor compliance of this rule. Captains can challenge the opposing team's on-field women's+ player count either immediately after a play, or before the snap but after the ready for play:

4.1.2.8.2.1.1.1. A successful challenge will be penalized in accordance with 4.1.2.8.2.

4.1.2.8.2.1.1.2. Captains who unsuccessfully challenge under this rule will be assessed a 10 yard penalty.

4.2. Game Disruption

4.2.1. Authority to Delay, Suspend, or Cancel Games

4.2.1.1. The Commissioner and the Rules & Officiating Director, in consultation with the Fields & Equipment Director (or their designees), have exclusive authority to delay, suspend, or cancel games due to weather, field conditions, safety concerns, or any circumstance that compromises fair play.

4.2.1.2. The Head Official (Head Referee) assigned to the field may immediately suspend play if unsafe conditions arise. Final authority regarding resumption or cancellation rests with the Commissioner and the Rules & Officiating Director.

4.2.1.3. All decisions shall prioritize player and official safety, competitive integrity, and compliance with field provider requirements.

4.2.2. Lightning & Severe Weather (30/30 Rule with Commissioner Discretion)

4.2.2.1. Immediate Suspension

4.2.2.1.1. Play shall be suspended any time lightning is observed, thunder is heard, or the flash-to-bang count is 30 seconds or less.

4.2.2.2. Shelter Requirement

4.2.2.2.1. Players, officials, and spectators must evacuate to safe shelter such as vehicles or fully enclosed buildings. Tents, pavilions, trees, and bleachers are not safe.

4.2.2.3. 30-Minute Standard

4.2.2.3.1. Play may not resume until 30 consecutive minutes have passed without lightning or thunder. Any new occurrence resets the clock.

4.2.2.4. Commissioner Discretion

4.2.2.4.1. Based on radar, on-site verification, and overall conditions, the Commissioner, in consultation with the Rules & Officiating Director, may:

4.2.2.4.1.1. Extend or shorten the waiting period only when conditions clearly allow for safe play;

4.2.2.4.1.2. Cancel remaining games before the full 30-minute wait if conditions will not improve or delays materially impact field access or operations;

4.2.2.4.1.3. Adjust the schedule (shortened halves, reduced halftimes) to complete as many games as possible.

4.2.3. Field Conditions & Environmental Hazards

4.2.3.1. Games may be delayed or canceled for unsafe field conditions including saturation, standing water, extreme heat, poor air quality, or diminished visibility.

4.2.3.2. If the field provider closes fields, restricts field access, or prohibits certain equipment, the league must follow those requirements and adjust or cancel games accordingly.

4.2.4. Handling of Games Suspended In-Progress

4.2.4.1. Before Halftime

4.2.4.1.1. If suspended before halftime, games will resume from the point of interruption when feasible.

4.2.4.2. At or After Halftime

4.2.4.2.1. If suspended at or after halftime, the Commissioner and Rules & Officiating Director may declare the game official and allow the score to stand.

4.2.4.3. Widespread Disruption

4.2.4.3.1. If multiple games are suspended, the Commissioner and the Captains Director may determine provisional standings or temporary competitive solutions. Any permanent adjustment to standings or scheduling must be approved by a Board vote.

4.2.5. Rescheduling Procedure

4.2.5.1. When games are canceled or suspended, a Rescheduling Working Group shall convene to develop options. The Working Group includes:

4.2.5.1.1. Commissioner;

4.2.5.1.2. Captains Director;

4.2.5.1.3. Fields & Equipment Director;

4.2.5.1.4. Rules & Officiating Director

4.2.5.2. The Working Group shall evaluate:

4.2.5.2.1. Field availability;

4.2.5.2.2. Referee availability;

4.2.5.2.3. Competitive balance;

4.2.5.2.4. Playoff implications;

4.2.5.2.5. Logistical and financial feasibility

4.2.5.3. The Working Group will present a recommended plan (or a determination that rescheduling is not feasible) to the Board of Directors.

4.2.5.4. Any rescheduling plan must be approved by a majority Board vote.

4.2.5.5. Rescheduling priority shall be given to:

4.2.5.5.1. Games affecting playoff eligibility or seeding;

4.2.5.5.2. Teams with materially fewer games played;

4.2.5.5.3. Games able to be reasonably completed with available resources.

4.2.5.6. The league is not required to reschedule games when doing so creates unreasonable burdens or reduces competitive fairness.

4.2.5.7. Communication

4.2.5.7.1. The Communications Director (or designee) will communicate delays, suspensions, cancellations, or rescheduling decisions via official league communication channels promptly.

4.2.5.7.2. Captains are responsible for relaying updates to their teams 4.2.5.8.

4.2.6. Noise-making Devices

4.2.6.1. While games are underway on any field, the use of noise-making devices shall be prohibited

4.2.6.2. This includes, but is not limited to, electronic amplification devices (such as bullhorns); other devices, tools, or equipment which the referees determine to be disruptive to play may also be prohibited

4.2.7. Pets

4.2.7.1. For the safety of both players and animals, all pets are required to remain on leash with a human while gameplay is underway on any fields. Staking of pets unattended is permitted, provided they are not disruptive.

4.2.7.2. All pet owners are required to clean up after their pets, disposing of all waste appropriately.

4.3. Extraordinary Rule Adjustments - From time to time, circumstances or scenarios may arise that are not reasonably addressed by the League's existing on-field or player eligibility rules. In such extraordinary situations, the Board of Directors may, by majority vote, temporarily modify or suspend the application of those rules if it determines that doing so is necessary to protect the integrity of competition, promote player safety, or serve the best interests of the League and its broader community. These measures are intended to be rare, used only when no reasonable alternative exists, and shall be clearly communicated to all affected parties as promptly as practicable.

4.4. Unsportsmanlike Conduct & On-Field Discipline

4.4.1. Officiating Crew Authority

4.4.1.1. The officiating crew functions as a collaborative team responsible for maintaining safety, sportsmanship, and orderly gameplay. All officials may observe conduct, provide informal warnings, document concerns, and confer regarding enforcement actions.

4.4.1.2. For purposes of formal on-field enforcement, the Head Official (Head Referee) serves as the final on-field authority.

4.4.2. Available On-Field Disciplinary Actions

4.4.2.1. The Head Official may impose the following disciplinary actions, informed by input from the officiating crew when appropriate:

4.4.2.1.1. Unsportsmanlike Conduct (No Ejection)

4.4.2.1.1.1. Assessment of an unsportsmanlike conduct penalty without removal from the game.

4.4.2.1.2. Four-Play Sit-Out

4.4.2.1.2.1. Removal from participation for four (4) consecutive offensive or defensive plays. The individual may return to play following completion of the sit-out period if conduct does not continue.

4.4.2.1.3. Ejection from the Game

4.4.2.1.3.1. Removal from participation for the remainder of the game. The individual may remain at the fields unless otherwise directed.

4.4.2.1.4. Ejection from the Field

4.4.2.1.4.1. Removal from all game day participation and required departure from the playing fields or venue in accordance with 4.4.3.2.

4.4.3. Post-Game Review of Ejections

4.4.3.1. From the game

4.4.3.1.1. An ejection from the game (without removal from the field) may be reviewed by the Rules & Officiating Director and/or Commissioner and does not automatically trigger Ethics Committee review.

4.4.3.2. From the field or venue

4.4.3.2.1. An ejection from the field or venue shall be reviewed by the Rules & Officiating Director and/or Commissioner. If a determination cannot be reached, the Captains Director shall serve as the tiebreaking authority.

4.4.4. Mandatory Ethics Committee Referral.

4.4.4.1. Any ejection from the field or venue shall automatically be referred to the Ethics Committee in accordance with Section 6: Ethics, Member Concerns, and Disciplinary Matters.

4.4.5. Finality of On-Field Decisions

4.4.5.1. All disciplinary actions imposed by the Head Official remain final and enforceable for the duration of the game or event. Post-game review does not alter on-field enforcement.

5. Officiating

5.1. Rules and Expectations

5.1.1. Game officials will follow the mechanics manual as published by the NGFFL unless otherwise noted in writing by the Rules & Officiating Director prior to the beginning of the season

5.1.2. Game officials shall:

5.1.2.1. Participate in a rules meeting before the start of each season

5.1.2.2. Demonstrate knowledge of all ATXGFL football rules through satisfactory completion of a rules test, or other appropriate vetting mechanism

5.1.2.3. Wear an officials uniform; at a minimum, the uniform shall include a striped referee's shirt (2" stripes)

5.1.2.4. Maintain professionalism in all circumstances. Officials shall calmly arbitrate the game and shall not escalate conflicts

5.1.2.5. Arrive at least 10 minutes prior to the start of all assigned games

5.1.2.6. Not to consume alcohol (or other substances which might impair their ability to perform) at the fields until they have completed their officiating duties for the day

5.2. Scheduling of Officials

5.2.1. Officials are independent contractors assigned by the Rules & Officiating Director who is accountable to the Board of Directors for their decisions

5.2.2. Where possible, no official shall be assigned to a game where a clear conflict of interest exists

5.3. Evaluation of Officials

5.3.1. The Rules & Officiating Director shall observe all head officials at least once each season and offer feedback to help improve overall performance. The head officials will offer similar feedback to the officials assigned to their crew

5.3.2. The Rules & Officiating Director shall give Captains the opportunity to assess the officials after each game.

5.3.2.1. The Rules & Officiating Director shall review this feedback and make adjustments as warranted.

5.3.3. Officials should be allowed every opportunity to improve. In those cases where officials are unable or unwilling to do so, the Rules & Officiating Director shall inform them in writing of any concerns and allow at least five (5) days for a response. The Commissioner should be copied on these communications

5.4. Complaints about Officials

5.4.1. Complaints about an official are to be made in writing to the Rules & Officiating Director within 2 days of the game(s) in question. In the event that the complaint concerns the Rules & Officiating Director, the written complaint must be made to the Commissioner. Complaints must include the specific official's name and a full description of the reason behind the complaint.

5.4.2. The Rules & Officiating Director shall make the Commissioner aware of any complaints about officials, and the resolution of those complaints.

5.5. Compensation for Officials

5.5.1. Officials are compensated per game, based on the role they perform:

5.5.1.1. Head Referee: \$40 / game

5.5.1.2. Line Referee: \$35 / game

5.5.1.3. Back Referee: \$30 / game

5.5.2. Payments are made every two or three weeks, based on calendar considerations and season schedule, as determined appropriate by the Rules and Officiating Director and Treasurer

5.6. Travel Officials

5.6.1. Travel Officials may be brought in to officiate Playoffs and compensated for their time, as determined appropriate by the Rules & Officiating Director and Treasurer

5.6.1.1. Travel Referee: \$500 / tournament, and other fees as approved by the Treasurer and/or Commissioner

5.6.2. Sidelines Scorekeepers

5.6.3. This role is intended to enhance the player and fan experience by providing immediate access to the score throughout the game, but is not intended to be a substitute for the Head Referee's role as primary scorekeeper

5.6.4. If ever a situation arises where the Head Referee and Sidelines Scorekeeper's score conflicts, the Head Referee shall be considered to have the official score.

5.6.5. The responsibilities of this role are as follows:

5.6.5.1. Record the current score for both teams. The scorekeeper must confirm the official score with the Head Referee at halftime and at the end of the game. Interim checks (e.g. after each touchdown, extra point, or safety) are directed at the Head Referee's discretion.

5.6.5.1.1. Touchdown Statistics - After each touchdown, write down the player who scored the touchdown

5.6.5.1.2. Extra Point Statistics - After a touchdown, the team may attempt an extra point. Record who attempts and successfully completes the extra point (if applicable).

5.6.5.2. Track Key Plays

5.6.5.2.1. Sack Statistics - A sack occurs when the quarterback is tackled behind the line of scrimmage. Record the player who makes the sack.

5.6.5.2.2. Interception Statistics - When a player catches a pass thrown by the opposing team, it's considered an interception. Record the player who made the interception

5.6.5.2.3. Any categories on the score sheet as approved by the Officiating Director for the season, shall also be tracked by the scorekeeper.

5.6.6. Sidelines Scorekeepers will be compensated \$20 per game

5.6.7. Sidelines Scorekeepers may not be affiliated with either team (e.g., a Playing or Non-Playing Member) for whom they are keeping score

6. Ethics, Member Concerns, and Disciplinary Matters

6.1. Related League Policies

6.1.1. See Appendix A: ATXGFL Code of Conduct.

6.1.2. See Appendix B: Member Concern and Complaint Intake Form.

6.1.3. See Appendix C: [ATXGFL Conflict of Interest Policy](#).

6.2. Purpose and Guiding Principles

6.2.1. ATXGFL shall provide a fair, respectful, reasonably private, and manageable process for receiving concerns, supporting appropriate resolution, reviewing alleged misconduct, and protecting the integrity of League activities.

6.2.2. Submitting an intake form creates a League record but does not, by itself, establish that misconduct occurred or automatically begin formal Ethics Committee review.

6.2.3. Members are responsible for reporting concerns accurately. Members are not authorized to investigate other members on behalf of ATXGFL unless specifically appointed to do so.

6.2.4. The process shall preserve a meaningful opportunity for a person whose conduct is formally reviewed to understand and respond to the concern.

6.2.5. The League shall limit access and disclosure to those who reasonably need information to administer, review, respond to, or decide the matter.

6.2.6. The Ethics Committee makes recommendations regarding formal complaints and disciplinary matters. The Board retains final authority for complaint resolutions and consequences as provided by the bylaws.

6.3. Definitions

6.3.1. Intake Submission: A submission through the Member Concern and Complaint Intake Form or an approved alternate method.

6.3.2. Filer: The person submitting a concern, request, or formal complaint.

6.3.3. Recipient: The person whose conduct is identified in a concern or formal complaint.

6.3.4. Guidance Request: A request for help understanding available options before deciding whether to seek documentation, restoration, or formal review.

6.3.5. Documentation-Only Submission: An unadjudicated record retained without a request for investigation, a finding, recipient notification, or discipline at that time.

6.3.6. Restorative Response: A voluntary, safety-screened process focused on impact, communication, boundaries, accountability, repair, or future conduct.

6.3.7. Formal Complaint: An allegation accepted for formal Ethics Committee review, whether requested by the Filer or initiated by the League when formal review is reasonably necessary.

6.3.8. Good-Faith Participation: Providing information or participating with an honest belief that the information is accurate, even if the concern is not ultimately substantiated.

6.3.9. Retaliation: Conduct reasonably connected to punishing, threatening, coercing, harassing, or materially disadvantaging a person because of good-faith participation in an authorized League process.

6.3.10. Interference: Conduct intended to obstruct or improperly influence an authorized League process, including pressure to withdraw or alter information, witness coaching, coordinated accounts, unauthorized investigation, or improper disclosure of case information.

6.3.11. Temporary Measure: A short, narrowly tailored, non-disciplinary action used to address an immediate safety concern, retaliation risk, interference risk, or threat to the integrity of an ongoing review.

6.4. Scope and Reporting

6.4.1. Members may raise concerns involving current or prior League Members and League-associated individuals, including officials, coaches, volunteers, captains, Directors, committee members, and persons acting on behalf of ATXGFL or ATX Heat.

6.4.2. Concerns may involve League games, practices, scrimmages, combines, clinics, socials, team activities, travel tournaments, sponsor venues or events, electronic communications, social media, or other interactions substantially connected to the League.

6.4.3. The Member Concern and Complaint Intake Form is the preferred method for requesting League action or creating an official record. A person who cannot reasonably access the form may submit the same information to the Commissioner or Ethics Committee Chair through an approved alternate method.

6.4.4. Members should provide direct knowledge and information already in their possession. Members shall not question others on the League's behalf, solicit or coordinate statements, pressure participants, circulate allegations, or attempt to build a case unless specifically authorized by the Ethics Committee.

6.4.5. The form may be used to request guidance, documentation without formal action, an informal or restorative response, or formal Ethics Committee review.

6.4.6. The requested pathway guides the League's initial response but does not bind the League when safety, repeated or serious conduct, retaliation, interference, jurisdictional duties, or another League responsibility reasonably requires a different response.

6.4.7. A formal complaint should ordinarily be submitted within sixty (60) days of the incident or most recent incident. The Ethics Committee Chair, in consultation with the Commissioner, may accept a later formal complaint when a continuing pattern, retaliation concern, delayed discovery, fear of reporting, incapacity, or other extenuating circumstance reasonably explains the delay.

6.4.8. This process does not replace emergency services, law enforcement, legal remedies, medical care, counseling, or other non-League resources. A person facing immediate danger should contact the appropriate emergency or safety resource.

6.5. Intake Administration and Initial Review

6.5.1. The Commissioner shall monitor the intake form, acknowledge submissions, organize records, track deadlines, communicate with the parties, and move matters through the appropriate process. The Ethics Committee Chair shall serve as the Commissioner's primary case-management partner and backup.

6.5.2. The Commissioner shall acknowledge receipt within forty-eight (48) hours when reasonably practicable. Acknowledgement does not constitute a finding, acceptance for formal review, or promise of a particular outcome.

6.5.3. The Commissioner and Ethics Committee Chair shall conduct an initial review, ordinarily within seventy-two (72) hours when reasonably practicable, to determine jurisdiction, the requested pathway, immediate safety or retaliation concerns, conflicts or recusals, and whether clarification is needed.

6.5.4. The Commissioner may share a submission directly with the Ethics Committee Chair through a restricted League system. Intake submissions shall not be routinely distributed to the full Board or placed in a Board-wide communication channel.

6.5.5. If the Commissioner or Chair is conflicted, the succession process in Section 6.10 shall apply.

6.5.6. The Commissioner or Chair may contact the Filer for clarification. This may include confirming information, discussing available pathways, requesting an existing record identified by the Filer, or scheduling a conversation. The Filer shall not be required to investigate, contact witnesses, or gather new information.

6.5.7. The League may decline to proceed when the matter falls outside League authority, lacks sufficient information after reasonable clarification, is better addressed through another process, or would require action beyond the League's reasonable capacity. The League should explain the decision and identify another resource when appropriate.

6.6. Available Intake and Resolution Pathways

6.6.1. Guidance and Options

6.6.1.1. A Guidance Request is an initial consultation handled by the Commissioner or Ethics Committee Chair.

6.6.1.2. The purpose is to explain League options, answer reasonable procedural questions, and identify safety, retaliation, or jurisdiction concerns. It is not counseling, mediation, investigation, or a finding.

6.6.1.3. The Recipient shall not be contacted automatically. The matter may close as guidance, convert to another pathway at the Filer's request, or move to formal review when the League reasonably determines that formal action is necessary.

6.6.1.4. The permanent record shall ordinarily consist of the intake submission, the assigned handler, and a brief closure status.

6.6.2. Documentation Without Formal Action

6.6.2.1. A Documentation-Only Submission shall be reviewed by the Commissioner and Ethics Committee Chair for jurisdiction, immediate safety, retaliation, and circumstances that cannot reasonably remain at the documentation-only level.

6.6.2.2. The Recipient shall not be notified, the full Ethics Committee shall not be convened, and no investigation or finding shall occur solely because the submission was received.

6.6.2.3. The record shall be labeled "Documentation Only - Unadjudicated." It shall not be treated as proof, disciplinary precedent, or independent grounds for discipline or another adverse League decision.

6.6.2.4. The League may contact the Filer later if related information suggests a possible pattern, safety concern, retaliation, or need for formal review.

6.6.2.5. Before the underlying allegation may be used in a formal or adverse decision, the matter must proceed through a process providing the Recipient notice and a meaningful opportunity to respond.

6.6.3. Informal or Restorative Response

6.6.3.1. A restorative response may be considered when the Commissioner or Ethics Committee Chair determines that the matter is appropriate for voluntary, leadership-supported resolution.

6.6.3.2. Possible formats include separate conversations, communication through a neutral person, a facilitated written exchange, a joint facilitated conversation, or an agreement concerning boundaries, future conduct, accountability, acknowledgment, or repair.

6.6.3.3. Participation is voluntary. No person shall be required to meet directly with another person, apologize, accept an apology, admit wrongdoing, or agree to a particular outcome. Declining restoration is not, by itself, evidence of misconduct.

6.6.3.4. The League may determine that restoration is not appropriate because of safety concerns, serious or repeated conduct, a significant power imbalance, lack of voluntary participation, insufficient neutral support, or the need for formal review.

6.6.3.5. The neutral person should be selected from the Commissioner, Ethics Committee Chair, Ethics Committee Vice Chair, another unconflicted Ethics Committee member, an unconflicted Director, or another mutually acceptable League leader approved for the matter.

6.6.3.6. A restorative request does not prevent the League from initiating or continuing formal review when reasonably necessary to protect safety, address repeated conduct, enforce the Code of Conduct, or preserve League integrity.

6.6.3.7. The permanent record shall be limited to the intake submission, consent to participate, the process used, any final agreement or monitored conditions, and the closure status. Routine facilitator notes, drafts, and communications shall not be retained unless relied upon in a League decision or necessary to administer an agreement.

6.6.4. Formal Ethics Committee Review

6.6.4.1. Formal review begins when the Filer requests it and the matter is accepted for review, or when the Commissioner and Ethics Committee Chair determine that formal review is reasonably necessary despite the Filer's initial pathway selection.

6.6.4.2. The Commissioner shall notify the Ethics Committee, confirm recusals, organize the case file, and schedule review as soon as reasonably practicable.

6.6.4.3. The Recipient shall receive a neutral written description of the allegation and enough specific information to understand and respond to the concern. Raw intake materials, attachments, and unrelated personal information shall not be automatically distributed when a fair response can be provided through a narrower notice.

6.6.4.4. The Recipient shall ordinarily have seventy-two (72) hours after delivery to submit a written response or request a scheduled conversation. The Chair may grant a reasonable extension based on scheduling, accessibility, complexity, or other good cause.

6.6.4.5. The Filer may receive the Recipient's substantive response or relevant portions of it when necessary for fairness and may submit clarification or request a scheduled conversation. Irrelevant, protected, or unnecessarily personal information may be withheld.

6.6.4.6. Neither party is required to participate in a joint meeting. The Ethics Committee may request separate meetings, written clarification, or relevant existing information from the parties or direct witnesses.

6.6.4.7. The Commissioner shall collect and organize relevant information but shall not determine the Ethics Committee's recommendation.

6.6.4.8. Upon receipt of reasonably available information, the Ethics Committee shall review the allegation, response, relevant records, applicable policies, conflicts, and disciplinary precedent.

6.6.4.9. The Ethics Committee shall make a written recommendation to the Board. The recommendation should summarize the allegations, process, relevant findings, vote or level of Committee agreement, and proposed resolution.

6.6.4.10. The Board may accept the recommendation; return the matter to Ethics for reconsideration or additional information; or override the recommendation by an absolute majority vote of all voting Directors. An override shall include clear written reasoning to the parties.

6.6.4.11. Every reasonable effort should be made to resolve a formal complaint within fourteen (14) days after filing. This is a target rather than a guarantee and may be extended by scheduling, recusal, complexity, safety, appeal, or information needs.

6.7. Temporary Measures and Expedited Review

6.7.1. When information reasonably indicates an immediate League-related safety concern, a credible risk of retaliation or interference, or a need to preserve the integrity of an ongoing review, the Commissioner and Ethics Committee Chair may jointly impose a narrowly tailored Temporary Measure.

6.7.2. A Temporary Measure may include directing communication through a designated League contact; establishing temporary no-contact or interaction boundaries at a specific League activity; separating individuals during a game, practice, meeting, team activity, or event; temporarily pausing a leadership or administrative function connected to the concern; preserving records; restricting access to case information; or another limited action necessary to prevent immediate harm or interference.

6.7.3. A Temporary Measure is not a finding of wrongdoing and shall not be used as punishment. It must be limited in scope and duration, documented in writing, and communicated to affected parties as soon as reasonably practicable.

6.7.4. The full Ethics Committee shall review the measure within seventy-two (72) hours when reasonably practicable and may end it, modify it, or recommend that it continue.

6.7.5. The Ethics Committee may extend the measure for no more than forty-eight (48) additional hours solely to permit Board review.

6.7.6. The Board shall ratify, modify, replace, or end the measure no later than five (5) calendar days after it was first imposed. Without Board action, the measure expires at the end of the fifth calendar day.

6.7.7. Long-term suspension, expulsion, season-long restriction, or removal from League membership or leadership requires Board action or other authority expressly provided elsewhere in the governing documents.

6.7.8. Nothing in this section limits the immediate on-field, event, venue, or safety authority granted elsewhere to officials, Directors, event leaders, or venue providers.

6.7.9. When time is of the essence, the Ethics Committee and Board may use an expedited schedule while preserving notice and a meaningful opportunity to respond to the extent reasonably possible.

6.8. Retaliation and Interference

6.8.1. No League Member, leader, participant, or League-associated individual shall retaliate against, intimidate, threaten, harass, pressure, coerce, or improperly interfere with a person because that person, in good faith, submitted or considered submitting a concern; responded to a concern; served or may serve as a witness; provided requested information; requested or participated in restoration; served on or assisted the Ethics Committee; or participated in another authorized League review.

6.8.2. Retaliation or interference may include pressure to withdraw or alter information; attempting to influence or coordinate witness accounts; threatening League, team, travel, social, or leadership consequences; using League-controlled participation or access for punishment; unauthorized investigation; disclosing restricted case information to cause pressure or reputational harm; or encouraging another person to engage in such conduct.

6.8.3. Retaliation does not include a good-faith disagreement, a reasonable action independently supported by legitimate League or team considerations, or a private decision concerning a personal relationship, unless the action is used to threaten, coerce, harass, punish, or materially interfere with League participation or the ethics process.

6.8.4. Alleged retaliation or interference may be addressed through Temporary Measures and may be reviewed as a separate formal complaint or together with the underlying matter.

6.8.5. Knowingly false statements, fabrication, bad-faith complaints, or deliberate misuse of the ethics process may themselves be reviewed. A complaint that is unsubstantiated or not proven does not, by itself, establish bad faith.

6.9. Ethics Committee Review Standards and Outcomes

6.9.1. The Ethics Committee may recommend any fair and reasonable outcome supported by the facts, governing documents, relevant precedent, safety needs, severity, frequency, impact, accountability, and the best interests of the League.

6.9.2. Possible outcomes may be combined and include no action; guidance; documentation; restorative agreement; written warning; probation; communication or participation boundaries; education or coaching; written acknowledgment or apology when appropriate; game, event, travel, membership, or leadership restrictions; suspension for a fixed period; removal from a leadership role; referral to another process; or another consequence reasonably related to the conduct.

6.9.3. A person shall not be disciplined solely because they declined restoration, requested written communication, sought a support person, or exercised a right provided by this process.

6.9.4. Teams may establish reasonable team expectations consistent with League governing documents. Team expectations may not replace League rules, impose League-wide sanctions, retaliate against a participant, or interfere with an Ethics Committee review.

6.10. Conflicts, Recusal, and Succession

6.10.1. Any Director or Ethics Committee member who cannot remain impartial, or whose involvement would create a reasonable appearance of bias, shall recuse from the matter.

6.10.2. If the Commissioner is conflicted or unavailable, the Assistant Commissioner shall serve as the administrative liaison for the matter.

6.10.3. If the Ethics Committee Chair is conflicted or unavailable, the Vice Chair shall perform the Chair's responsibilities.

6.10.4. If both the Commissioner and Chair are conflicted or unavailable, the Assistant Commissioner and Vice Chair shall administer the process.

6.10.5. If the Commissioner, Assistant Commissioner, Chair, and Vice Chair are all conflicted, named, or unavailable, the unconflicted Board members shall appoint a temporary administrative liaison and, if needed, temporary Ethics Committee members.

6.10.6. If recusal or unavailability prevents Committee quorum, the Board may approve temporary eligible members for that matter. Temporary members shall satisfy committee eligibility requirements and serve only for the assigned matter.

6.10.7. When the League cannot create a fair internal process because of widespread conflicts, the Board may appoint an independent neutral person or refer the matter to an appropriate external or non-League process.

6.11. Appeals

6.11.1. The Filer or Recipient of a formal complaint may request an appeal. No third party may initiate an appeal.

6.11.2. An appeal should be submitted within fourteen (14) days after written communication of the decision, unless extenuating circumstances prevented timely filing.

6.11.3. An appeal may be based on a material procedural error; material factual disagreement; new information not reasonably available earlier; disagreement with the outcome or severity; or a material conflict-of-interest or bias concern.

6.11.4. The appeal shall identify the requested alternative outcome and explain how the stated ground could reasonably affect the decision.

6.11.5. Appeals shall follow a substantially similar review and recommendation process, adjusted as necessary to avoid the same conflicts and to focus on the grounds raised.

6.11.6. The existing decision remains in effect during appeal unless the Board or authorized temporary-measure decision maker determines otherwise.

6.12. Communication, Board Review, and Written Resolution

- 6.12.1. The Commissioner or assigned administrative liaison shall maintain the official communication record and provide required notices, acknowledgements, deadlines, and final written decisions.
- 6.12.2. For formal matters, the Ethics Committee shall provide the Board its written recommendation, a neutral case summary, and information reasonably necessary for the Board to exercise its authority. The Board may request additional relevant materials.
- 6.12.3. Raw intake materials, attachments, working notes, and unrelated personal information shall not be routinely distributed to all Directors.
- 6.12.4. The final written resolution shall summarize the allegation, process followed, participating and recused decision makers as appropriate, relevant findings, resolution, conditions, and appeal rights.
- 6.12.5. The final resolution shall be communicated in writing to the Filer and Recipient as soon as reasonably practicable after the Board's decision.
- 6.12.6. A documentation-only or guidance record shall not receive a formal resolution or create a finding unless it converts to formal review.

6.13. Records, Access, and Retention

- 6.13.1. The League shall maintain a confidential, searchable master index and organized electronic records for guidance, documentation-only submissions, restorative matters, formal complaints, appeals, resolutions, and conditions.
- 6.13.2. Records shall be retained indefinitely unless and until the Board adopts a formal record-retention and disposition schedule.
- 6.13.3. Indefinite retention does not alter the status of a record. Guidance requests, documentation-only submissions, unresolved allegations, restorative matters, formal findings, and appeals shall remain clearly distinguished.
- 6.13.4. Access shall be limited to the Commissioner, Ethics Committee Chair, assigned and unconflicted Ethics Committee reviewers, the administrative successor when applicable, and any specifically authorized person whose access is necessary to administer the process or maintain records.
- 6.13.5. A person granted technical or administrative access shall not review, copy, disclose, or use case information except as necessary for the assigned purpose.
- 6.13.6. Documentation-only records shall not be treated as findings, disciplinary precedent, or proof of misconduct and shall not independently support discipline or another adverse decision.
- 6.13.7. Restorative records shall ordinarily be limited as described in Section 6.6.3.7.
- 6.13.8. Formal case files should contain the intake submission, allegation notice, Recipient response, relevant information considered, conflict and recusal record, Committee recommendation, Board decision, communications to parties, appeal materials, and documentation of completed conditions.
- 6.13.9. Records may be organized by season, provided a master index allows authorized leaders to identify and retrieve relevant prior matters across seasons.

6.14. Conditions, Follow-Up, and Referral

- 6.14.1. The Recipient is responsible for fulfilling any conditions required to return to or maintain good standing.
- 6.14.2. The Commissioner and Ethics Committee Chair shall review outstanding conditions before registration or another relevant participation deadline and communicate expectations to affected members.
- 6.14.3. Game, travel, event, or membership restrictions do not create an automatic right to a refund or reimbursement.
- 6.14.4. The Board or Ethics Committee may decline to hear a concern or appeal, or may recommend counseling, mediation, arbitration, law enforcement, legal action, emergency services, or another non-League process when appropriate.

7. Financial Matters

7.1. Budget

- 7.1.1. The league works towards a balanced budget each season, ensuring that expenses during a particular season are offset by income.
- 7.1.2. At the beginning of the season, the Board adopts a budget, with income coming principally from player registration fees and league sponsors. Due to timing considerations (and resulting ambiguity of both revenues and expenses), there is expected to be considerable variability between the pre-season budget and

actual net spending at the end of the season, though the Treasurer and Board work throughout the season to adjust (“reforecast”) the budget to ensure that expenses do not exceed income

7.1.3. At the end of the season, the Treasurer shall prepare a high-level summary of the season’s net finances, and share such summary with the League membership

7.2. Financial Management

7.2.1. The league uses Quickbooks for the tracking of all league finances, and the Treasurer must ensure reasonably up-to-date financial information is maintained throughout the season.

7.2.2. All transactions (including vendor payments, referee payments, and reimbursements) are to be processed through Quickbooks with appropriate detail and attached documentation to ensure that there is a clear audit trail and attribution for all league spending.

7.2.3. Costs should be allocated to the root expense so there is transparency about how money is spent. For example, a reimbursement for referee jerseys should be allocated to “jerseys – referees”, not to “reimbursements”.

7.2.4. The Treasurer is responsible for all financial matters of the league, including:

- 7.2.4.1. Prompt payment of all vendors
- 7.2.4.2. Reconciliation of financial statements on a season-by-season basis
- 7.2.4.3. Invoicing and collection of all sponsorship commitments
- 7.2.4.4. Processing of any reimbursements
- 7.2.4.5. Categorization and filing of all expenses incurred
- 7.2.4.6. Management of all subscription payments
- 7.2.4.7. Procurement of league insurance
- 7.2.4.8. Processing annual filing with the IRS prior to any deadlines
- 7.2.4.9. Processing annual filing with Texas Secretary of State prior to any deadlines
- 7.2.4.10. Monitor and maintain league’s PO Box

7.2.5. The league must always spend money wisely, and ensure value in all material financial transactions; as such, the Treasurer, along with relevant other Board members, will periodically review vendor relationships to ensure quality and value standards are met

7.3. Reserves

7.3.1. The league maintains financial reserves equal to approximately one season’s worth of core spending on hand, for emergency liquidity

7.3.2. The board may choose to spend up to 15% of cash on hand at the beginning of the calendar year on strategic initiatives; any contemplated spend greater than that should be accompanied by transparency to the entire league membership

7.4. Banking Relationships

7.4.1. The league uses Amplify Financial Credit Union for its primary bank. To the extent it deems necessary, the Board may choose to open additional accounts at other institutions, so long as those accounts are added to the Policies and Procedures document.

7.4.1.1. The board has authorized the use of an FDIC-insured bank as a secondary bank, for purposes of opening a high-yield savings account

7.4.1.2. When that account is opened, balances will be reported as part of the Treasurer’s report

7.4.2. The Commissioner and Treasurer shall be the only Board members with direct access to the league banking accounts and credit/debit cards; as such, they are responsible for the monitoring and reconciliation of all accounts

8. ATX Heat - Travel Tournaments

8.1. Player Eligibility Criteria

8.1.1. To be eligible to play in Pride Bowl and/or Gay Bowl within a calendar year, a person:

8.1.1.1. Must satisfy at least one of the following four conditions:

8.1.1.1.1. Have been a registered Playing Member and must have attended at least 50% of their team's regular season games starting from the date the player was added to the roster in one of the two most recently completed ATXGFL seasons; or,

8.1.1.1.1.1. Note: Individuals who are waitlisted during an ATXGFL season do not fulfill the league Playing Member requirements for travel eligibility. They must register as a Non-Playing Member and may choose to remain on the waitlist.

8.1.1.1.2. Have been a registered Non-Playing Member within the past two recently completed ATXGFL seasons, attended at least 50% of the games before playoffs, and have their primary residence be within a 100-mile radius of Austin, TX; or,

8.1.1.1.3. Successfully register for the current ATXGFL season, and attend over 50% of games leading up to the tournament as a Playing or Non-Playing Member after successfully making a travel team during the showcase process

8.1.1.1.3.1. Note: Any individual who does not fulfill this requirement for eligibility purposes will be removed from their ATX Heat roster

8.1.1.1.3.2. Non-Playing Members must have their primary residence be within a 100-mile radius of Austin, TX

8.1.1.1.3.3. Note: If the Fall season coinciding with Gay Bowl ever concludes before the start of Gay Bowl, then the same attendance requirements will apply for Playing and Non-Playing Members as referenced in sections 8.1.1.1.1 and 8.1.1.1.2.

8.1.1.1.4. Have been a referee in the League and reffed or shadowed at least 50% of game weekends during one of the two most recently completed seasons.

8.1.1.1.5. Additionally, players must not have any adjudicated league disciplinary actions that prevent their participation

8.2. Captain Selection

8.2.1. For tournaments other than Pride Bowl and Gay Bowl, captains must obtain approval from the Travel Committee in order to use ATXGFL resources or the ATX Heat name and jerseys.

8.2.2. For Gay Bowl and Pride Bowl, the following apply:

8.2.2.1. Submission Period

8.2.2.1.1. The selection of team captains shall occur during designated open dates before each tournament as established by the Travel Committee. These open dates shall be communicated to all potential applicants in advance.

8.2.2.2. Captain Submissions

8.2.2.2.1. Prospective captains interested in leading a team must submit an individual application using a form provided by the Assistant Commissioner.

8.2.2.2.2. Each application must include the designation of a co-captain or co-captains, with a maximum of three captains per team

8.2.2.3. Quarterback Requirement

8.2.2.3.1. Each captain applicant must designate a quarterback as part of their submitted application. The quarterback is integral to the team's leadership structure. The quarterback must be confirmed before submission but is not guaranteed to play that position in the tournament.

8.2.2.4. Selection Criteria

8.2.2.4.1. Each potential captain must have participated in at least two NGFFL-affiliated tournaments, meet travel member eligibility requirements, and not have any adjudicated league disciplinary actions that prevent their participation

8.2.2.4.1.1. If a team has three captains, then one captain does not need to meet the two NGFFL-affiliated tournament participation requirement

8.2.2.4.2. Captain candidates must be eligible playing members for the team they wish to captain at the time of captain interest form submission.

8.2.2.4.3. Each potential captain will have surveys from previous captained teams considered by the Travel Committee (if applicable) when determining selection as well as other criteria such as number of years playing travel and leadership qualities portrayed through ATXGFL or travel participation

8.2.2.4.4. Captains may or may not be approved based on team number allotment for the upcoming tournament or the number of players interested

8.2.2.4.5. Once Captains are approved, the Travel Committee will create a captains' group chat in Slack or another tech platform in order to disseminate information, connect teams, and keep the group updated on tournament details and logistics

8.2.2.5. Leadership Responsibilities

8.2.2.5.1. Captains, as a collective group, bear responsibility for managing team-related activities, including but not limited to organizing practices, coordinating social events, and fostering unity amongst all travel teams

8.2.2.6. Conduct Responsibility

8.2.2.6.1. Each captain is individually accountable for ensuring that they, their team members, and coaches uphold exemplary conduct on and off the field, following the ATXGFL Code of Conduct

8.2.2.7. Involvement in ATX Heat Events

8.2.2.7.1. Captains are responsible for encouraging active participation by their respective teams in travel events, such as fundraising opportunities and socials

8.2.2.8. Team Caps

8.2.2.8.1. In the event Pride Bowl or Gay Bowl restricts the number of teams ATX Heat can bring to a tournament, the Travel Committee will prioritize teams with captains who possess the most travel experience, leadership qualities, and proven success instead of prioritizing captains in different divisions.

8.2.2.8.2. The Travel Committee may suggest to captains to change divisions but will not force teams to do so.

8.2.3. Captain Review

8.2.3.1. The Travel Committee shall distribute a player survey following Pride Bowl and Gay Bowl to review captain performance (within two weeks of the last day of the tournament). The Travel Committee will review the surveys with each captain

8.2.4. Captain Removal

8.2.4.1. At any time, a captain may be removed by a 70% supermajority vote of the Travel Committee. Captain removal may be initiated by the team of the captain in question. A majority of the team may sign and submit a petition to the Travel Committee requesting that their captain be removed. The petition should include reasonings and/or justifications for the captain's removal. Mid-tournament removal should only be enacted for cases of gross misconduct, negligence, and/or incompetence.

8.2.4.2. If a captain is removed, the team can vote to elect a new captain from their existing team roster.

8.2.5. Any captain who resigns or is removed is still eligible to remain with the team as a player in that tournament, pending approval by a majority vote of the respective team.

8.2.6. Late Captain Submissions - The Travel Committee may choose by majority vote to accept late captain submissions outside of the designated submission period to review if an additional team can be formed based on the number of players on the reserve list after the draft process concludes.

8.2.7. Following Gay Bowl, Captains/teams may choose to remain intact for the purposes of attending tournaments not covered by the Travel Committee (e.g., Sin City Classic, Sunshine Cup); in this case Captains must notify the Travel Committee of their intention in writing promptly following Gay Bowl

8.2.7.1. In this scenario, Captains may choose to manage their rosters with or without the rest of these Policies and Procedures, either in whole or in part

8.3. Showcase Process

8.3.1. Showcase Schedule

8.3.1.1. The league shall organize and conduct two showcases each for both Pride Bowl and Gay Bowl, the dates of which will be communicated to all league members in advance.

8.3.1.2. These showcases aim to display player interest, skills, and commitment to representing the ATXGFL. They are also meant to promote league-wide unity and camaraderie.

8.3.1.3. All players are expected to participate in the showcase as requested by various team captains, regardless of team preference or team history. Participation with various teams during the showcase fosters community and mutual support and allows both captains and players to better understand various player abilities, chemistry, match ups, etc.

8.3.2. Showcase Registration Interest Form

8.3.2.1. Players interested in participating in Pride Bowl or Gay Bowl must complete and submit a designated form expressing their interest in traveling for either tournament.

8.3.2.2. Submission of the form indicating intent to travel to either tournament is mandatory for all players and must be submitted before the start of the final showcase date for each tournament.

8.3.3. Showcase Attendance Requirement

8.3.3.1. Each player interested in participating in Pride Bowl or Gay Bowl must attend at least one of the scheduled showcases for that tournament.

8.3.3.2. Failure to attend any showcase without prior written notice, as outlined in the section below, may result in ineligibility for tournament participation.

8.3.4. Absence and Written Submission

8.3.4.1. Players unable to attend either showcase for Pride Bowl or Gay Bowl must submit a written explanation detailing the reason(s) for their absence to the Travel Committee at atxheat@atxgfl.com

8.3.4.2. The Travel Committee must receive the written explanation before the final scheduled showcase for each tournament.

8.3.5. Absence Review

8.3.5.1. The Travel Committee will review and consider all written explanations for showcase absences submitted by players within 3 days of receiving an explanation.

8.3.5.2. The Travel Committee reserves the right to determine, at its discretion, the eligibility of players who were unable to attend any showcase based on the provided written explanation.

8.4. Player Team Preference and Draft Process

8.4.1. Team Size

8.4.1.1. Each team will be allowed 18 players max and no less than 15 players at the time of creation, with the goal for each team roster to be between 15-17 players.

8.4.2. Ally Rule

8.4.2.1. Each team will be allowed to draft up to five players who identify as an “ally” (e.g., both cisgender and heterosexual). A maximum of three allies may be in the game representing an ATX Heat team at any given time. (reference NGFFL bylaw section 4.18)

8.4.2.2. If it is discovered that more than three allies are on the field at once, then that team will only be allowed to dress three allies in jerseys from the moment the infraction occurs or is discovered, until the end of the tournament. The captains of the team will be suspended from serving as a captain again on any ATX Heat team for one year immediately following the conclusion of the tournament.

8.4.2.3. The Travel Committee shall review any extenuating circumstances where more than three allies were on the field at one time as a result of roster depletion at a tournament due to injuries or illness.

8.4.3. Player Team Preference Form

8.4.3.1. Each player is permitted to indicate a preferred first choice and second choice team and position for participation in an upcoming tournament. This preference form will be shared with all captains.

8.4.3.2. This form must be completed by 5:00pm CT after the final showcase for each tournament. Only one submission per player will be considered, with no changes allowed after their initial submission.

8.4.3.3. Captains may not request that players preference their respective teams prior to the first showcase. Players may initiate conversations with captains about returning to rosters of which they have previously been part. Players and captains are encouraged to have discussions about potential playing time expectations, positions, and selection after the first showcase.

8.4.4. Team Selection of Preferred Players

8.4.4.1. Captains have the authority and sole discretion to select or decline to select players who have designated them as their preferred first choice or second choice team, provided that their team has available spots.

8.4.4.2. Captains may offer spots to players who designated their team as their first or second choice preferred team, understanding that they can only offer spots to a maximum of 18 players.

8.4.4.2.1. The first choice preferred team will get to reach out to the player first to offer them a spot on their team.

8.4.4.3. Players can confirm or decline the invitation from their preferred first or second choice team based on information the captain provides about potential playing time, position, and role.

8.4.5. Draft Pool for Remaining Spots

8.4.5.1. Players who were not offered a spot by their first or second choice preferred team will enter a draft pool.

8.4.5.2. Players who decline an offer will also enter the draft pool.

8.4.6. Draft

8.4.6.1. Following the final showcase event, teams with open spots will be able to draft players from the draft pool to fill their remaining roster needs.

8.4.6.2. Players in the draft pool will be selected by teams in a fair and unbiased draft process, with the designated A division team selecting players first to fill their roster, then B, then C, etc. If two teams choose to compete in the same division, the draft will start with a random draw for the first pick and proceed back and forth until both teams are complete. If three or more teams are in the same division, then that divisional draft will start with a random draw for first pick and proceed as a "snake draft"; if teams decrease to two at the end of a draft round, then the draft will proceed as a back and forth until all teams are complete.

8.4.7. Players Switching Teams

8.4.7.1. Once a player has committed and accepted an offer to join a team during the draft process for a specified tournament, they are not allowed to change their decision at a later date and switch teams until the conclusion of the tournament for which captains are drafting.

8.4.8. Reserve List Procedure

8.4.8.1. Eligibility

8.4.8.1.1. Any player who was not selected for a team during the draft process will be offered a spot on the reserve list via email. They will be able to accept or decline this offer to be placed on the reserve list

8.4.8.2. Reserve List Purpose

8.4.8.2.1. The reserve list serves as a pool of players available to fill team needs arising from injuries, player departures, or other unforeseen circumstances.

8.4.8.2.2. Reserve list players must meet all eligibility requirements specified in 8.1

8.4.8.3. Practice and Community Involvement

8.4.8.3.1. Players on the reserve list are encouraged to attend practices when appropriate and actively engage with ATX Heat

8.4.8.3.1.1. Reserve list players are welcomed and encouraged to participate in ATX Heat events and non-team specific socials.

8.4.8.4. Filling Team Needs

8.4.8.4.1. Teams facing roster shortages due to injuries, player departures, or other reasons may request to pull players from the reserve list to fill these vacancies.

8.4.8.4.2. The team captain must make requests via email at atxheat@atxgfl.com. The request must include the player who left, the reasoning, and the player they wish to add to their team. Requests are made on a first come first served basis.

8.4.8.4.3. Once a request is made, that player will be notified and be allowed to accept or decline an invitation to that team. If the player declines, they will be allowed to remain on the reserve list.

8.4.9. Quarterback Exceptions

8.4.9.1. Team captains may request to select a quarterback after the draft process due to an injury to their current quarterback or to fulfill a quarterback need for a team formed after the draft process. These requests must be submitted for approval to the Travel Committee email atxheat@atxgfl.com

8.4.9.2. All quarterbacks must still fulfill the player eligibility criteria listed under section 8.1 and are subject to the Ally Rule in section 8.4.2

8.4.10. Roster Depletion Exceptions

8.4.10.1. If a team's roster falls below 15 players and no players on the reserve list fulfill positional needs within the team's chosen division, the captains may email the Travel Committee requesting special consideration to draft an ATXGFL player who is travel eligible but may not have fulfilled the pre-tournament requirements in order to be drafted for Pride Bowl or Gay Bowl.

8.4.10.2. The Travel Committee will vote by a simple majority on whether to allow this exception to pull from outside the reserve list.

8.4.10.2.1. If rejected, the captains must pull a player from the existing reserve list or continue with their current roster number.

8.4.10.2.2. If approved, the team captains must submit the player they wish to add and the Travel Committee will confirm whether this player is travel eligible based on the requirements listed under section 8.1

8.5. Practices

8.5.1. Practices are left up to the discretion of the captains of each team.

8.5.2. To the extent possible during the ATXGFL season, weekday travel practices should not conflict with the standing league practice days, to the extent such days are declared by the Board of Directors

8.6. Coaches

8.6.1. A team may elect to have paid or volunteer coaches. The general travel fund will not go toward supporting coaches, but the individual team may choose to allocate team-specific funds how they see fit.

8.6.2. Coaches are subject to the same Travel Player Eligibility found in P&P 8.1 but do not need to fulfill the required 50% game attendance policy as a Non Playing Member. They will be subject to the same ATXGFL Code of Conduct

8.6.3. Any breach of the ATXGFL Code of Conduct by travel coaches can result in an Ethics Committee review. If a coach is deemed to no longer be in good standing with the league, that team must sever ties with that coach for the recommended time provided by the Ethics Committee.

8.7. Other Tournaments

8.7.1. Any teams that wish to use the ATX Heat jersey and/or name for tournaments other than Gay Bowl and Pride Bowl, must first receive the approval of the Travel Committee prior to use.

8.8. Playing Time

8.8.1. Playing time is up to the discretion of the captains. Captains should communicate potential position assignments and playing time amount as soon as this is known. Playing time is not guaranteed for travel team players.

8.9. Jerseys and Flags

8.9.1. The Travel Committee Logistics Chair will handle jersey and flag orders. They will work with captains to gather sizes and funds if needed.

8.9.1.1. If the Travel Committee provides comped shirts for a tournament, a team may request shirts to cover players and one designated coach

8.9.2. One set of two jersey tops will be provided and paid for by the ATX Heat Funds through sponsorships or donations earmarked to travel for each travel player once. If a second set is required, that player must pay for an additional set.

8.9.3. Players must pay for their own set of flags and any other necessary equipment. Teams may use their own fundraising money for this purpose.

8.10. Equipment

8.10.1. Captains may request to use league-equipment for preparation before any travel tournament. The ATXGFL Fields & Equipment Director and the Travel Committee Logistics Chair will coordinate distribution

8.10.2. Any equipment that is not returned or damaged beyond repair will be charged to the respective team captains who requested the equipment and may jeopardize their travel eligibility until the equipment is returned or paid for.

8.11. Name & Logo Use

8.11.1. Captains must email the Travel Committee to request access and use of the ATX Heat name and approved logos on any items.

8.11.1.1. If approved for use on team gear/items, the team initiating the order must open up the order to all ATX Heat teams for that given tournament.

8.11.1.2. Any items using the ATX Heat name or logo and a team's identifier (ie ATX Heat-Green) is prohibited, unless approved by Board..

8.11.2. The ATX Heat name and logo should not be altered in any way and every effort should be made to maintain brand consistency with any graphics or social media posts curated by each team

8.11.3. When ATX Heat teams want to use either the logo or names of ATX Heat and/or ATXGFL for public facing events (including fundraisers), they must secure approval of the Travel Committee prior to any agreements being made or publication of the event.

8.12. Social Media Policy

8.12.1. Teams are allowed to create social media accounts and use ATX Heat branding in accordance with section 8.11

8.12.2. If posts fall into the category of bullying, harassment, or generally deemed inappropriate, the account will be put on probation for one year. Captains will be asked to provide their social media account password to the Commissioner and Assistant Commissioner for the sole purpose of removing inappropriate content.

8.12.3. Accounts not actively in use by a team or representing a team that is no longer competing should be archived or deleted.

8.13. Conduct Guidelines

8.13.1. All players and coaches and affiliates of ATXGFL must abide by the ATXGFL Code of Conduct. The following rules also apply.

8.13.1.1. Note: "Affiliate of ATXGFL" is defined as any Playing or Non-Playing Member of ATXGFL who chooses to travel with ATX Heat, but is not a playing member or coach of the team

8.13.2. Sportsmanship

8.13.2.1. Players and coaches representing the ATXGFL in tournaments must uphold the highest standards of sportsmanship, fairness, and integrity.

8.13.2.2. Respect for opponents, officials, spectators, and fellow teammates is mandatory.

8.13.2.3. All teams are highly encouraged to support other ATX Heat teams when traveling. This includes watching other teams when your team is off or supporting each other at award ceremonies.

8.13.3. Respect and Inclusivity

8.13.3.1. All players and coaches are expected to demonstrate respect towards individuals of diverse backgrounds, identities, and beliefs.

8.13.3.2. Discriminatory behavior, harassment, or offensive language and gestures will not be tolerated.

8.13.4. Team and Community Unity

8.13.4.1. Players must contribute positively to team and community unity and cooperation, fostering an environment of mutual support and camaraderie.

8.13.5. Adherence to Rules

8.13.5.1. Players must abide by tournament rules, regulations, and guidelines set forth by the organizing body of each tournament.

8.13.5.2. Players must cooperate and show respect towards tournament officials, adhering to their decisions and maintaining a cooperative attitude during matches.

8.13.6. Positive Representation

8.13.6.1. Players are ambassadors of the ATXGFL and the broader travel flag football community. They should represent both entities positively through their actions and behavior.

8.13.7. Disciplinary Actions

8.13.7.1. Violations of the tournament or ATXGFL Code of Conduct may result in disciplinary actions, including warnings, suspensions, or expulsion from the tournament, future tournaments, or the ATXGFL community league, as determined by the ATXGFL Ethics Committee. In some cases, the NGFFL may act as the disciplinary body.

8.13.7.2. Team captains are responsible for team culture. To that end, travel team captains may choose to adopt a set of expectations or rules for their team at a tournament and/or at travel-related activities (e.g. curfews, drinking policies) as well as repercussions for violating set team expectations or rules.

8.13.7.2.1. Team expectations are to be finalized and shared with prospective team members prior to showcases and preference forms

8.13.7.2.2. These documents will be in addition to, not replacing, the League rules, code of conduct, or other governing documents (potentially linking to those documents)

8.13.8. Reporting Procedure

8.13.8.1. Any incidents or violations of either a tournament code of conduct or the ATXGFL Code of Conduct should be reported through the Member Concern and Complaint Intake Form described in Section 6.

8.13.8.2. If necessary, individuals may also choose to report any incidents through the NGFFL via the incident form on their website

8.13.9. Player Removal Process

8.13.9.1. Captains may request a player be removed from their team if they feel it is in the best interest of the team to do so. The team captains must unanimously agree to this decision and email the Travel Committee justifying their request to remove a player.

8.13.9.2. The Travel Committee will review the request within 48 hours and may decide by a 70% majority vote to recommend the removal of the requested player to the board and can decide to immediately suspend that player from their team.

8.13.9.3. The ATXGFL board will determine if the reasoning for the player removal should be taken up by the Ethics Committee or may solely vote by a simple majority to accept or deny the Travel Committee's recommendation within 5 days of receiving the Travel Committee's recommendation.

8.13.9.4. The decision made under Section 8.13.9.3 may be appealed by either the affected player or the requesting captains. The appeal shall be referred to the Ethics Committee and follow the appeals process in Section 6.11.

8.13.9.4.1. In the event of an appeal, the board's decision shall remain in place until the appeals process is completed.

8.13.9.5. If a player is removed, the captains of that team may not request to pull a player from the reserve list to replace that player.

8.13.9.6. The removed player may request to be placed on the reserve list to be picked up by another ATX Heat team unless disciplinary action is issued by the Ethics Committee. Sponsorship, Donation, and Fundraising Contribution

8.13.10. Eligible Practices

8.13.10.1. No ATX Heat team is allowed to scrimmage against or practice with minors while representing the ATXGFL or ATX Heat.

8.13.10.2. If a team would like to run a clinic or provide skill instruction to minors, you must receive approval from ATXGFL board of directors at board@atxgfl.com

8.13.11. Sponsorship Allocation

8.13.11.1. Each ATX Heat travel team is encouraged to seek sponsorships to support travel expenses for tournament participation.

8.13.11.2. Funds obtained through team-specific sponsorships shall be divided as follows: 70% allocated to the specific team and 30% directed to the ATX Heat travel fund.

8.13.11.3. If sponsorships are found through general sponsorship acquisition, 100% will go to the league-wide travel fund.

8.13.11.4. ATX Heat sponsorships (non-team specific) will be processed through the ATXGFL and will be eligible for a 501(c)3 tax exemption.

8.13.11.5. Any sponsorships where the sponsor is seeking a possible tax deduction (via the league's 501(c)3 status), should be coordinated with the Treasurer for logics regarding invoicing and/or payment

8.13.11.6. To the extent a specific travel team doesn't participate in two consecutive tournaments, any residual funds in that team's account shall be reallocated to the general travel account

8.13.12. Donations

8.13.12.1. In the event a team brings in 501(c)3 designated donations that are not tied to a specific sponsorship agreement, 70% of the donation shall benefit the team and 30% will go to the ATX Heat travel fund.

8.13.12.1.1. To the extent individual teams raise money is earmarked specifically for practice fields, then a team may retain 100% of the money received.

8.13.12.1.2. In this scenario, funds may be considered a donation to ATXGFL (as a 501(c)3 entity).

8.13.12.2. If a team brings in financial contributions not through the 501(c)3 designation, they will keep and manage 100% of those funds.

8.13.12.3. Teams are able to determine delegation of their funds with appropriate proof of use that is allowed through the 501(c)3 designation if applicable. This does not include financial contributions not through the 501(c)3 designation.

8.13.12.4. Any donations where an individual is seeking a possible tax deduction (via the league's 501(c)3 status), should be coordinated with the Treasurer for logics regarding invoicing and/or

8.13.13. Team-Specific Fundraising

8.13.13.1. Any non-501c3-related fundraising efforts initiated by a particular team or teams, where the funds are explicitly earmarked for that team's travel expenses, shall be entirely allocated to that team and can be used however the team desires.

8.13.14. ATX Heat-Sponsored Fundraising

8.13.14.1. ATX Heat-sponsored fundraising initiatives may be organized to support the ATX Heat's travel fund.

8.13.14.2. Teams may be required to provide a designated number of volunteers to ensure the success of these initiatives for the travel community at large. If a team does not send a volunteer, they may not be allocated any funds from that event.

9. League History, Archiving & Correspondence Retention

9.1. Season Written History

9.1.1. The Communications Director, in collaboration with the Assistant Commissioner, shall be responsible for maintaining the season's written history. All directors are expected to contribute to the history, based on their roles and responsibilities in the league.

9.1.2. The Board shall maintain a written history of all activities and events which occur throughout a season, to serve both as a source of truth about the facts around what occurred, as well as subjective reflections as to any issues or feedback which would be helpful for planning subsequent activities. Examples of things to include:

9.1.2.1. Noted about the weather (e.g., "the temperature was 30 degrees, so people were bundled up")

9.1.2.2. Logic behind scheduling (e.g., "we chose Sunday afternoon for the opening party because...")

9.1.2.3. Any relevant 3rd party involvement (e.g., "we had two sponsors set-up pop-ups, one of whom was passing out alcohol")

9.1.2.4. Notable events (e.g., "we had 3 games with mercy wins")

9.1.2.5. Medical issues (e.g., "we had a severe injury and had to call the paramedics")

9.1.2.6. Any site-related issues or observations (e.g., "lots of mud meant we had trouble within cars getting stuck")

9.1.2.7. Scores, teams, and officials for games

9.1.3. This history ought to be sufficiently comprehensive of all factors which may need to be recalled at a later date (for example, if an insurance claim is filed and we need to produce a summary of events).

9.2. Document Retention and File Saving

9.2.1. The league shall adhere to strict document retention for all official documents, including:

9.2.1.1. Board meeting minutes

9.2.1.2. Committee meeting minutes for both standing and informal committees

9.2.1.3. Member complaints

9.2.1.4. Contracts or other long-term obligations

9.2.2. Additionally, the league shall maintain centralized electronic storage for all league-related materials (spreadsheets, presentations, lists, etc), via a permissioned drive

9.3. Effective June 1, 2024, all Directors shall conduct official League business using League-affiliated systems and logins, including:

9.3.1. Each director shall be assigned a role-based email address (e.g., treasurer@atxgfl.com) which they are to use for all correspondence

9.3.2. Any invoices, subscriptions, or other relationships shall be made with the league-based email, and not the personal email of any director

9.3.3. All materials, assets, and relevant information shall be stored in the drive associated with the director's role

9.3.4. The logins for that credential shall be transferred promptly upon a change in role of a director

10. Committee Membership and Operations

10.1. Standing Committee Appointments and Eligibility

- 10.1.1. Only Current Season league Members shall be appointed to Standing Committee
- 10.1.2. A Member serving on a Standing Committee is not eligible to be appointed to another Standing Committee, unless they first surrender their initial Standing Committee position
- 10.1.3. Directors, outside of the Committee Chair position, are not eligible to be appointed to a Standing Committee
 - 10.1.3.1. If a Committee Member becomes a Director, they shall be automatically removed from the committee

10.2. Standing Committee overview

- 10.2.1. There are 3 standing committees currently recognized by the league bylaws
 - 10.2.1.1. Travel Committee
 - 10.2.1.2. Ethics Committee
 - 10.2.1.3. Voting & Elections Committee

10.3. Role of Standing Committee in Shaping League P&P

- 10.3.1. Each year, the standing committees will review and propose changes to the committee's respective policies and procedures, which will be reviewed by the Board, and as appropriate, incorporated into this document (following a vote to adopt any such proposals, changes, or requests)
- 10.3.2. Committees may solicit feedback from league Members, or the broader community in forming their recommendations
- 10.3.3. For the avoidance of doubt, the Board has full authority over the league's policies and procedures, and while it greatly values the input of all standing committees in the shaping the ultimate set of P&P procedures documented herein, the Board retains full authority to unilaterally change, modify, delete or supplement any recommendations made by any of the Standing Committee

10.4. Travel Committee Governance

10.4.1. Mission Statement: The Travel Committee within the ATXGFL is dedicated to representing our community with pride, sportsmanship, and competitive spirit in national flag football tournaments. Our mission is to assemble a talented and diverse group of athletes who excel in the sport and embody the values of inclusivity, camaraderie, and respect. Through dedicated training, teamwork, and a commitment to excellence, our travel teams aim to showcase the skills and unity of the LGBTQ+ community and its allies on a broader platform. We strive to create an environment that fosters individual growth, teamwork, and a strong sense of community within our team and the broader flag football community.

10.4.2. Vision Statement: Our vision is to unite the diverse flag football community across the greater Austin, Texas region, under a singular, inclusive, and formidable banner, transcending individual teams to form a cohesive and supportive citywide flag football family. Through shared values of inclusivity, respect, and sportsmanship, we envision a network where each team works hand-in-hand to elevate the sport and each other. By fostering this spirit of togetherness, we aim to create an environment where every player feels valued, supported, and empowered to contribute to flag football's greater success and growth in our vibrant city of Austin.

10.4.3. Committee Structure

- 10.4.3.1. The Travel Committee comprises 2 elected positions (open and women's+ representatives) and 4 board-appointed positions; including and overseen by the ATXGFL Assistant Commissioner.
- 10.4.3.2. The 4 board-appointed positions are: Logistics Chair, Communications Chair, Promotions Chair, Fundraising Chair.
- 10.4.3.3. The 2 travel community elected positions are: Open Representative and Women's+ Representative.
- 10.4.3.4. All interested individuals must first self-nominate before being either board-appointed or elected to their position.
- 10.4.3.5. Election Process
 - 10.4.3.5.1. Self-Nomination Eligibility
 - 10.4.3.5.1.1. ATXGFL league members who have previously participated in at least 2 NGFFL-affiliated travel tournaments in the past.

10.4.3.5.1.2. ATXGFL league members who have been a Playing or Non-Playing Member within the past two years.

10.4.3.5.1.3. Potential candidates must be in good standing with the league by having no pending or current disciplinary actions.

10.4.3.5.1.4. In addition to the above eligibility requirements, divisional reps must have made an ATX Heat roster for the division they are self-nominating for within the current calendar year.

10.4.3.5.1.5. Self-nominations will open during the fall season for the travel committee positions listed below, with voting to happen following voting for the ATXGFL Board positions.

10.4.3.5.1.5.1. Open Rep

10.4.3.5.1.5.2. Women's+ Rep

10.4.3.5.1.5.3. Logistics Chair

10.4.3.5.1.5.4. Communications Chair

10.4.3.5.1.6. Self-nominations will open during the spring season for the travel committee positions listed below, with voting to happen following voting for the ATXGFL Board positions.

10.4.3.5.1.6.1. Promotions Chair (a one-season, approximately six-month transitional term applied in the Fall 2025 cycle, followed by annual appointments beginning with the Spring 2026 cycle)

10.4.3.5.1.6.2. Fundraising Chair (a one-season, approximately six-month transitional term applied in the Fall 2025 cycle, followed by annual appointments beginning with the Spring 2026 cycle)

10.4.3.6. Elections

10.4.3.6.1. Divisional Rep elections will be held after the Fall season board elections, allowing for self-nominations from league members interested in these roles.

10.4.3.6.2. The voting body for the Open and Women's+ representatives will include players who made an ATX Heat travel roster for Pride Bowl or Gay Bowl within the current calendar year.

10.4.3.6.2.1. The Open Division Rep will be voted on by open division travel members and the Women's+ Rep will be voted on by Women's+ travel members.

10.4.3.6.2.2. If a travel member played in both the Open and Women's+ divisions within the current calendar year, the division of the ATX Heat Gay Bowl roster they made will determine the divisional rep they are eligible to vote for.

10.4.3.6.3. The Board serving during the corresponding fall season shall vote to appoint the remaining two committee positions identified in Section 10.4.3.5.1.5.

10.4.3.6.4. The Board serving during the corresponding spring season shall vote to appoint the remaining two committee positions identified in Section 10.4.3.5.1.6.

10.4.3.6.5. The term for the committee positions elected or appointed in the fall will run from December 1st to November 30th of the following year.

10.4.3.6.6. The term for the committee positions appointed in the spring will run from June 1st until May 31st of the following year.

10.4.4. Duties of Travel Committee Positions: Each position within the Travel Committee serves a specific role, focusing on different aspects crucial for the successful operation, organization, and promotion of the travel teams within the league. These duties are intended to streamline operations, enhance player experiences, and contribute to the growth and development of the ATXGFL travel program.

10.4.4.1. Assistant Commissioner:

10.4.4.1.1. Oversee the Travel Committee.

10.4.4.1.2. Serve as a liaison between the Travel Committee and the ATXGFL board.

10.4.4.1.3. Manage and facilitate the execution of Travel Committee decisions and policies.

10.4.4.1.4. Provide guidance and support to Travel committee members in fulfilling their roles.

10.4.4.1.5. Work with the Ethics Committee and ATXGFL Commissioner for any disciplinary actions.

10.4.4.1.6. Manage the travel committee budget and team accounts

10.4.4.2. Women's+ Representative:

10.4.4.2.1. Serve as a liaison between the Women's+ teams and the Travel Committee.

10.4.4.2.2. Assist with captains to determine the potential number of teams for each tournament.

10.4.4.2.3. Assist captains with any issues that arise within the Women's+ teams.

10.4.4.3. Open Division Representative:

10.4.4.3.1. Serve as a liaison between the open division teams and the Travel Committee.

10.4.4.3.2. Assist with captains to determine the potential number of teams for each tournament.

10.4.4.3.3. Assist captains with any issues that arise within the open division teams.

10.4.4.4. Logistics Chair:

10.4.4.4.1. Order jerseys and flags for all travel teams.

10.4.4.4.2. Assist in planning travel logistics and answer any travel-related queries for team captains.

10.4.4.4.3. Remind team captains of any deadlines related to tournament registration, player registration, and travel deal opportunities.

10.4.4.5. Travel Communications Chair:

10.4.4.5.1. Create and maintain a travel players directory. 10.4.4.5.2.

10.4.4.5.3. Collaborate with the ATXGFL promotions director to keep the travel page updated on the ATXGFL website.

10.4.4.5.4. Assist in promoting travel team events and tournaments.

10.4.4.5.5. Manage email correspondence, player interest forms, preference forms, and player surveys for each tournament

10.4.4.6. Travel Promotions Chair:

10.4.4.6.1. Manage the ATX Heat social media accounts

10.4.4.6.2. Create graphics and other forms of media to share important travel information or highlight specific social and fundraising events

10.4.4.6.3. Work directly with the Fundraising Chair to help with event planning and calendar creation for social and fundraising events.

10.4.4.7. Travel Fundraising Chair:

10.4.4.7.1. Plan and execute socials and fundraising opportunities for ATX Heat

10.4.4.7.2. Collaborate with the ATXGFL sponsorships director on any deliverables for league sponsors

10.4.4.7.3. Develop a social calendar and share it with travel captains

10.4.5. Travel Committee Changes

10.4.5.1.1. If a Travel Committee member resigns, self-nominations shall open within ten (10) days. The current ATXGFL Board of Directors shall vote to fill the vacancy.

10.4.5.1.2. If a Travel Committee member is no longer fulfilling the responsibilities of the role, at least seventy percent (70%) of the Travel Committee may vote to recommend removal. Following removal, self-nominations shall open within ten (10) days, and the current ATXGFL Board of Directors shall vote to fill the vacancy as soon as reasonably practicable.

10.5. Ethics Committee Governance

10.5.1. Responsibilities

10.5.1.1. Maintain and recommend updates to Section 6: Ethics, Member Concerns, and Disciplinary Matters.

10.5.1.2. Maintain and recommend updates to the ATXGFL Code of Conduct.

10.5.1.3. Maintain and recommend updates to the [ATXGFL Conflict of Interest Policy](#).

- 10.5.1.4. Review formal complaints, appeals, retaliation matters, disciplinary referrals, and other matters assigned by the Board or permitted by the governing documents.
- 10.5.1.5. Support appropriate restorative, educational, or preventive resolutions when consistent with safety, voluntariness, and League capacity.
- 10.5.1.6. Provide written recommendations to the Board, which retains final authority for complaint resolutions and disciplinary consequences.
- 10.5.1.7. Review this section, the Code of Conduct, and related forms at least annually and before the Board's annual P&P adoption process.

10.5.2. Structure and Membership

- 10.5.2.1. The Ethics Committee shall consist of no fewer than five (5) members.
- 10.5.2.2. Committee members serve one-year terms and may be reappointed without a fixed term limit, provided they remain eligible, willing, available, and able to perform the responsibilities of the Committee. Annual appointment does not require rotation of members who continue to serve effectively.
- 10.5.2.3. The Commissioner shall confidentially solicit interest and select an initial or renewed membership list based on eligibility, judgment, impartiality, discretion, availability, relevant experience, continuity, and the needs of the Committee. The Commissioner may consult the current Chair and Vice Chair when considering appointments or reappointments.
- 10.5.2.4. The Commissioner's selected membership list shall be presented to the Board in confidential session for confirmation by simple majority vote, with the Commissioner abstaining. Board review should be limited to eligibility, material conflicts, fitness to serve, and significant concerns affecting the integrity of the Committee.
- 10.5.2.5. Except for the Chair and Vice Chair, whose names and official contact methods may be disclosed for administration and accessibility, the Committee roster shall remain restricted to the Commissioner, the Board, and appointed Committee members unless disclosure is necessary to administer a matter. A person participating in a formal matter shall be informed of the identity of any Committee members assigned to review that matter when reasonably necessary to raise a legitimate conflict or recusal concern.
- 10.5.2.6. A majority of appointed and unconflicted Committee members constitutes quorum, but quorum shall not be fewer than three members.
- 10.5.2.7. A Committee recommendation requires a majority vote of participating, unconflicted members. A tie does not constitute a recommendation; the Committee may continue deliberation or provide the Board a written explanation of the divided result.

10.5.3. Chair and Vice Chair

- 10.5.3.1. At its first meeting following annual appointment, the Committee shall elect a Chair and Vice Chair from among its appointed members by majority vote of participating, unconflicted members.
- 10.5.3.2. The Chair shall coordinate Committee meetings and deliberations; partner with the Commissioner on intake screening and case administration; assign unconflicted reviewers or facilitators; monitor recusals, quorum, and deadlines; and present or transmit Committee recommendations to the Board.
- 10.5.3.3. The Vice Chair shall assist the Chair and perform the Chair's responsibilities when the Chair is absent, unavailable, or recused.
- 10.5.3.4. The Commissioner shall oversee the Committee as required by the bylaws, administer intake, serve as the primary liaison between the Committee and Board, and support continuity and records. The Commissioner shall not automatically serve as Committee Chair or direct the Committee's substantive findings or recommendations.
- 10.5.3.5. Until the Chair and Vice Chair are elected, the Commissioner may convene the Committee and perform necessary administrative functions but shall not make a substantive Committee recommendation without the appointed Committee.

10.5.4. Appointment Vacancies, Leadership Vacancies, and Removal

- 10.5.4.1. Following a Committee membership vacancy, the Commissioner, after consulting the Chair or Vice Chair when available, shall confidentially select an eligible replacement.
- 10.5.4.2. The selected replacement shall be presented to the Board in confidential session for confirmation by simple majority vote, with the Commissioner abstaining. A person appointed mid-term serves the remainder of the original term.
- 10.5.4.3. If the Chair position becomes vacant, the Vice Chair shall serve as Interim Chair until the Committee elects a replacement. If the Vice Chair position becomes vacant, the Committee shall elect a replacement as soon as reasonably practicable.
- 10.5.4.4. If recusal or unavailability prevents quorum for a particular matter, temporary appointments may be made under Section 6.10 and the bylaws.

10.5.4.5. The Committee may recommend removal of a Committee member by a two-thirds vote of the remaining participating and unconflicted members. Formal removal requires Board action under the bylaws.

10.5.5. Confidentiality, Recusal, and Conduct

10.5.5.1. Committee members shall protect restricted case information and use it only for authorized Committee work.

10.5.5.2. Committee members shall promptly disclose conflicts and recuse when they cannot remain impartial or when participation would create a reasonable appearance of bias.

10.5.5.3. Committee members shall not independently investigate, solicit statements, discuss pending matters outside authorized channels, or use Committee information for personal, social, team, travel, political, or reputational purposes.

10.5.5.4. A Committee member who violates confidentiality, interferes with a matter, or fails to satisfy eligibility requirements may be removed under the bylaws and may be subject to separate disciplinary review.

10.6. Voting & Elections Committee Governance

10.6.1. Responsibilities

10.6.1.1. Maintain and recommend updates to Policies and Procedures governing league-wide votes, elections, appointment votes, and other voting processes assigned by the governing documents.

10.6.1.2. Before a league-wide vote, review the proposed process for eligibility, ballot structure, voter verification, confidentiality, timing, and procedural integrity.

10.6.1.3. Following a league-wide vote and before results are released, verify the results, investigate material anomalies, and certify or report findings as required by the bylaws and Policies and Procedures.

10.6.1.4. Administer or review Hall of Fame voting as assigned under Section 1.5.5.

10.6.1.5. Serve as the governing committee for actions taken under Article XI of the bylaws concerning removal of a Director.

10.6.1.6. Provide findings and recommendations to the Board while preserving any independent disclosure authority granted to the Committee by the bylaws.

10.6.2. Structure and Membership

10.6.2.1. The Voting & Elections Committee shall consist of no fewer than three (3) members.

10.6.2.2. Committee members serve one-year terms and may be reappointed without a fixed term limit, provided they remain eligible, willing, available, and able to perform the responsibilities of the Committee. Annual appointment does not require rotation of members who continue to serve effectively.

10.6.2.3. The Commissioner shall confidentially solicit interest and select an initial or renewed membership list based on eligibility, judgment, impartiality, discretion, availability, relevant experience, continuity, and the needs of the Committee. The Commissioner may consult the current Chair and Vice Chair when considering appointments or reappointments.

10.6.2.4. When the Commissioner is a candidate, a Challenged Director, directly involved in an election dispute, or otherwise materially conflicted, the Assistant Commissioner or another unconflicted Director designated by the Board shall perform the Commissioner's appointment and administrative responsibilities under this section.

10.6.2.5. The selected membership list shall be presented to the Board in confidential session for confirmation by simple majority vote, with the Commissioner or substitute appointing official abstaining. Board review should be limited to eligibility, material conflicts, fitness to serve, and significant concerns affecting the integrity of the Committee.

10.6.2.6. Except for the Chair and Vice Chair, whose names and official contact methods may be disclosed for administration and accessibility, the Committee roster shall remain restricted to the Commissioner, the Board, and appointed Committee members unless disclosure is necessary to administer a vote, investigation, or challenge.

10.6.2.7. A majority of appointed and unconflicted Committee members constitutes quorum, but quorum shall not be fewer than two members.

10.6.2.8. A Committee finding or recommendation requires a majority vote of participating, unconflicted members. A tie does not constitute a finding or recommendation; the Committee may continue review or provide a written explanation of the divided result.

10.6.2.9. At its first meeting following annual appointment, the Committee shall elect a Chair and Vice Chair from among its appointed members by majority vote of participating, unconflicted members.

10.6.2.10. The Chair shall coordinate Committee meetings, voting-process review, result verification, anomaly investigation, recusals, deadlines, records, and communications required by the governing documents. The Vice Chair shall perform those responsibilities when the Chair is absent, unavailable, or recused.

10.6.2.11. The Commissioner or substitute administrative liaison shall provide reasonable access, records, and logistical support but shall not direct the Committee's substantive findings, certifications, or recommendations.

10.6.2.12. Following a Committee membership vacancy, the Commissioner or substitute appointing official, after consulting the Chair or Vice Chair when available, shall confidentially select an eligible replacement for Board confirmation by simple majority vote. The appointing official shall abstain, and a person appointed mid-term serves the remainder of the original term.

10.6.2.13. If the Chair position becomes vacant, the Vice Chair shall serve as Interim Chair until the Committee elects a replacement. If the Vice Chair position becomes vacant, the Committee shall elect a replacement as soon as reasonably practicable.

10.6.2.14. The Committee may recommend removal of a Committee member by a two-thirds vote of the remaining participating and unconflicted members. Formal removal requires Board action under the bylaws.

10.6.2.15. Committee members shall protect restricted voter, ballot, candidate, and election information; promptly disclose conflicts; recuse when impartiality is reasonably in question; and refrain from campaigning, coordinating with candidates, disclosing restricted information, or attempting to influence a matter under Committee review.

10.6.3. Election Governance

10.6.3.1. Candidate Guidelines

commissioner@ATXGFL.com 10.6.3.1.1. ATXGFL is serious about its mission of increasing tolerance and diversity and engendering respect and understanding. These campaign guidelines are intended to ensure that all candidates have a fair opportunity. If any item is unclear, candidates should email commissioner@atxgfl.com before acting.

10.6.3.1.1.1. Campaigning

10.6.3.1.1.1.1. Candidates are required to campaign with consideration to Code of Conduct.

10.6.3.1.1.1.2. Candidates are encouraged to speak on previous experience that makes them the best candidate for the position

10.6.3.1.1.1.3. Negative campaigning will not be tolerated.

10.6.3.1.1.2. Candidate Communications

10.6.3.1.1.2.1. Candidates may use whatever personal communications mediums they wish.

10.6.3.1.1.2.2. The League will not provide member contact information to any candidate.

10.6.3.1.1.2.3. The League will distribute a list of questions to the candidates for each position. The candidates may answer those questions as well as provide a personal statement about why they think they are best-suited to the job and contact information that they would like to be public.

10.6.3.1.1.2.4. A candidate may publish one campaign communication via the ATXGFL's social media channels for that election, as determined by the Board of Directors.

10.6.3.1.1.3. Campaign Finance Consideration

10.6.3.1.1.3.1. Candidates may not give voters any item or service of value in exchange for a vote. Examples include, but are not limited to: food, alcohol, tangible items, personal services, etc.

10.6.3.1.1.3.2. Candidates may spend no more than the preceding season's registration fee to campaign for their position.

10.6.3.1.1.3.3. No other persons, league members or non-members alike (including sponsors), may vote or make direct or indirect campaign expenditures on behalf of any candidate.

10.6.4. Special Committees: The Board may create special committees with a majority vote; any such additional committees are subsequently to be reflected in this document

11. Public Relations and Permissions

11.1. ATXGFL Name and Logo

- 11.1.1. Usage of ATXGFL Name and Logo by those not in an official leadership position must be approved by the Board of Directors
- 11.1.2. Any commercialization, including, but not limited to: player photos, videos, and league likeness, is requested to be reviewed for approval
- 11.1.3. In no scenario, can the name, logo, or derivations thereof, be used for personal gains

11.2. Permissions

- 11.2.1. Vendors, Sponsors, and fundraisers that wish to use ATXGFL's name or resources must gain approval by the Board of Directors

12. Changes to this Document

12.1. Philosophy

- 12.1.1. This document serves the dual purpose of codifying the policies and procedures of the league, while also offering league membership both transparency into and the ability to hold the Board accountable to those policies and procedures.
- 12.1.2. This document is designed to provide confidence to the league about critical operational, administrative, and play-related matters. As such, having clear processes by which changes to this document are proposed, shared, reviewed by league membership, and ultimately adopted is crucial.

12.2. Annual Policies and Procedures Adoption (the “Standard Process”)

- 12.2.1. A new P&P will be adopted annually.
 - 12.2.1.1. In most cases, the prior year's P&P will serve as the template and may not change at all, but the then-new Directors should review and formally adopt these procedures each year.
 - 12.2.1.2. The Board is responsible for maintaining and updating this document such that it can serve as both a roadmap leading into, and a history looking back on, any particular season.
- 12.2.2. It is imperative that a “refreshed” P&P be adopted as soon as possible at the beginning of the Board of Directors term starting December 1st (prior to the Spring season)
 - 12.2.2.1. This is particularly important if changes are going to be made to the Player Registration & Pre-Season Play Related Activities (Section 2), but in no scenario should the adoption delay past the start of Spring season registration.
- 12.2.3. In concert with the league bylaws, the recommended pre-approval process for updating this document is as follows:
 - 12.2.3.1. As part of the transition of duties, each outgoing Director, whether in the Spring or Fall cycle, should review the entire Policies and Procedures document in detail with the replacement Director. Each Director should maintain a working understanding of League operations and take responsibility for the portions of the document that relate to the Director position, regardless of where those provisions appear.
 - 12.2.3.2. Shortly after the Spring Directors assume their positions (~Dec 1st), it is recommended that all Directors prepare their own list of suggested updates to the P&P document
 - 12.2.3.2.1. For the avoidance of doubt, all directors are encouraged to think holistically about the document, and not narrow their scope to only the responsibilities aligned to their role
 - 12.2.3.2.2. Directors may caucus league members for input during this time, but that is not required
- 12.2.4. The official approval process for the annual P&P review is as follows:
 - 12.2.4.1. The Board shall compile documentation making it clear what new changes are being proposed:
 - 12.2.4.1.1. The proposed new P&P
 - 12.2.4.1.2. An exhaustive list of all changes between the new and prior document
 - 12.2.4.2. The Board shall make those documents available to Full League Membership for a review and comment period of at least seven days, prior to officially adopting them

12.2.4.2.1. During this period, the Board shall host an open forum to answer questions live or provide an asynchronous method of capturing member input.

12.2.4.2.2. If changes to registration are contemplated, the documents should be finalized and shared with Full League Membership at least seven (7) days before registration opens.

12.2.4.3. Following the review and comment period, the Board shall vote on adoption. If approved by an absolute majority of the Board, the P&P becomes effective on the date stated in the adopted document.

12.2.5. Within 24 hours of the Board vote passing, the Board will “publish” the new P&P to Full League Membership, either via email or posting publicly (such as to the League slack or public website)

12.3. In the event the P&P doc is not updated prior to registration, the Board should:

12.3.1. Find an appropriate mechanism to share transparency with the league, including an explanation as to why

12.3.2. Consider whether changes need to be made to the document, Board practices, or both to ensure future compliance.

12.4. Off-Cycle Updates

12.4.1. Updates may be needed to the P&P between the cycles of the Standard annual process

12.4.2. In the event such an update is required, the following processes shall be followed:

12.4.2.1. If the changes contain material updates, or things which a reasonable member might believe to be material (including but not limited to travel eligibility, season schedule, season standing calculations, or committee governance), then the Board shall follow the Annual process outlined in 12.2.4

12.4.2.2. If the changes are determined to be non-material, the Board may vote on adoption without a new member-review period. If approved by an absolute majority of the Board, the changes become effective on the date stated in the adopted document.

12.4.2.3. In either case, the Board will follow the post-vote procedures outlined in 12.2.5

12.5. League Member Suggestions to Change this Document

12.5.1. League members may request changes to this document at any point in time, by emailing commissioner@atxgfl.com and offering suggestions for updates.

12.5.1.1. The Board will review member suggestions at the next regularly scheduled meeting.

12.5.1.2. Following that meeting, the Board will promptly provide an update to the submitter, including any decision or feedback received

12.5.2. League Members who wish to help shape the Policies and Procedures are also encouraged to self-nominate for available Director positions, At-Large roles, working groups, or committee positions.

12.6. Accessibility

12.6.1. The most recently approved version of this document shall be made available to Full League Membership, or to the public at large, immediately after approval.

12.6.2. The league may choose to share this document with other cities' leagues or the NGFFL in an effort to aid other leagues in their documentation and/or governance codification

12.7. Version Tracking

12.7.1. All adopted versions are to be saved down permanently (e.g., via PDF) and archived according to the league's document retention practices

13. Appendix A: ATXGFL Code of Conduct

13.1. Purpose and Scope. ATXGFL is committed to an inclusive, safe, fair, and respectful community. This Code applies to League Members and League-associated participants, including players, Non-Playing Members, captains, officials, coaches, volunteers, Directors, committee members, spectators acting through League channels, and persons representing ATXGFL or ATX Heat. It applies to games, practices, scrimmages, combines, clinics, socials, travel, team activities, sponsor venues or events, electronic communications, social media, and other interactions substantially connected to the League.

13.2. Inclusivity and Respect. We value and celebrate the diversity of our community, including people of all genders, sexual orientations, gender identities and expressions, races, ethnicities, religions, ages, abilities, and backgrounds. Treat participants, officials, captains, teammates, competitors, volunteers, and spectators with fairness, dignity, courtesy, and respect.

13.3. Non-Discrimination. Discrimination, exclusion, harassment, or marginalization based on a protected characteristic or identity is prohibited. ATXGFL is committed to an environment where people can participate without discriminatory treatment or hostility.

13.4. Fair Play and Safe Participation. Display sportsmanship and fair play on and off the field. Follow League and tournament rules, respect officials' decisions and safety instructions, and avoid overly aggressive, reckless, retaliatory, or harmful conduct. Competitive intensity does not excuse conduct that creates an unreasonable risk of injury or undermines another person's ability to participate safely.

13.5. Inappropriate Conduct. Physical, verbal, sexual, or emotional abuse; harassment; bullying; stalking; threats; intimidation; unwanted sexual behavior; violent or aggressive conduct; and other conduct that reasonably threatens safety or participation are prohibited.

13.6. Privacy, Consent, and Confidentiality. Respect personal boundaries, consent, and privacy. Do not share another person's private or identifying information without permission unless disclosure is reasonably necessary for safety or an authorized League process. Information learned through Board, committee, ethics, or disciplinary work must be handled only through authorized channels.

13.7. Alcohol, Drugs, and Impairment. No person may participate in gameplay, officiating, safety-sensitive duties, or League leadership responsibilities while impaired in a way that endangers others or prevents responsible performance. Illegal drug use during League activities and underage alcohol consumption at ATXGFL-affiliated events are prohibited. Members must follow applicable law, venue rules, and event requirements.

13.8. Conflict Resolution and Reporting Options. Address ordinary disagreements respectfully and constructively when it is safe and appropriate to do so. Members may use the ATXGFL Member Concern and Complaint Intake Form to ask for guidance, document a concern without requesting formal action, explore a voluntary restorative response, or request formal Ethics Committee review. Submitting a concern does not automatically establish wrongdoing or begin formal review.

13.9. Good-Faith Participation and Process Integrity. Members participating in a League review must provide information honestly and distinguish direct knowledge from information received from others. Members shall not investigate on behalf of ATXGFL unless specifically authorized, solicit or coordinate statements, pressure participants, circulate restricted allegations, fabricate information, or otherwise interfere with a fair process.

13.10. Non-Retaliation. Retaliation, intimidation, threats, harassment, coercion, or improper interference directed toward a person because they made or considered making a good-faith report, responded to a concern, served as a witness, requested restoration, assisted the Ethics Committee, or otherwise participated in an authorized League process is prohibited. A concern that is not substantiated does not, by itself, establish that the report was made in bad faith.

13.11. Restorative Resolution. When appropriate and voluntary, ATXGFL may support a restorative response focused on impact, communication, boundaries, accountability, repair, or future conduct. No person is required to participate, meet directly with another person, apologize, accept an apology, or agree to a particular outcome. The League may use formal review when safety, repeated or serious conduct, or League integrity requires it.

13.12. Compliance with Laws, Rules, and Venues. Follow applicable laws, League governing documents, tournament requirements, venue rules, and reasonable safety or operational directions from authorized League leaders and officials.

13.13. Accountability and Consequences. Violations may result in guidance, restorative action, warnings, probation, boundaries or participation conditions, education or coaching, suspension, removal from leadership, travel or event restrictions, loss of membership privileges, expulsion, or another fair and reasonable action. Outcomes depend on the facts, impact, severity, frequency, safety needs, accountability, precedent, and governing procedures. Formal discipline is determined through the process established in the ATXGFL Policies and Procedures.

13.14. Member Concern and Complaint Intake Form. The approved form shall be maintained through Appendix B and the League website.

14. Appendix B: Member Concern and Complaint Intake Form

14.1. Purpose: The official intake form allows a person to raise a concern, ask for guidance, create a documentation-only record, explore voluntary restorative resolution, or request formal Ethics Committee review.

14.2. Official Form Link: <https://forms.gle/WQcEkXa49b9s1o5X8>

14.3. Submitting the form creates an intake record. It does not automatically begin an investigation, notify the Recipient, establish that misconduct occurred, or support discipline.

14.4. Available pathways are:

14.4.1. Guidance and help understanding available options.

14.4.2. Documentation without formal action at that time.

14.4.3. An informal or restorative response, when appropriate and voluntary.

14.4.4. Formal Ethics Committee review.

14.5. A documentation-only submission is retained as an unadjudicated record. It is not a finding, proof, or disciplinary precedent and cannot independently support discipline or another adverse decision.

14.6. ATXGFL may determine that additional review or a temporary action is necessary when information suggests an immediate safety concern, serious or repeated conduct, retaliation, interference, or another League responsibility.

14.7. Members should report direct knowledge and information already in their possession. Members shall not investigate other members on the League's behalf, solicit or coordinate statements, pressure participants, or circulate allegations.

14.8. Information shall be restricted to those who reasonably need it. Complete confidentiality and anonymity cannot be guaranteed during formal review because the Recipient must receive enough information to understand and respond to the concern.

14.9. Retaliation, intimidation, pressure, harassment, coercion, or interference connected to good-faith participation is prohibited and may be addressed separately.

14.10. A person unable to access the form may submit the same information to commissioner@atxgfl.com or another official contact designated by the Board.

Routine conversations, text messages, or informal reports do not create an official record unless they are documented through the intake process or accepted as an alternate submission by the Commissioner or Ethics Committee Chair.

14.11. The form questions and formatting may be administratively clarified without a formal P&P amendment so long as the four pathways, member notices, privacy limits, due-process protections, and governing responsibilities established in Section 6 are not materially changed.

15. Appendix C: [ATXGFL Conflict of Interest Policy](#)

15.1. Purpose: To ensure that the interests of the League are prioritized and to maintain the trust of League Members and other stakeholders by managing conflicts of interest appropriately.

15.2. Expectations and Disclosure: All Board members, committee members, and other persons or entities with whom the League has a material economic relationship (together, the "Covered Leaders") are expected to prioritize the League and its Members in all League-related decisions ahead of personal interests or relationships. All Covered Leaders must promptly disclose in writing any actual or perceived conflict of interest that may affect their ability to prioritize the League's interests.

15.3. Recusal from Conflicted Decisions: An individual with a conflict of interest must abstain from discussion, voting, appointments, and other activity when the conflict may result in, or create a reasonable appearance of, bias.

15.4. Review of Conflicted Transactions: Disclosed potential conflicts of interest shall be reviewed by the Board. A transaction or arrangement involving a conflict of interest must be approved by a disinterested quorum of the Board.

15.5. Recordkeeping: The League shall maintain complete and appropriately restricted records of disclosures, discussions, and actions taken regarding conflicts of interest, consistent with its document-retention policies.