

MEMORANDUM FOR

AREA SPORTS COORDINATORS (ASC)

ATHLETIC AND RECREATION (A&R) PERSONNEL

SUBJECT: Fort Liberty Sports Program, 2024 Commander's Cup Intramural Flag Football League/Tournament

1. References.

1. Reference. Army Regulation 215-1, 24 September 2010, Military Morale, Welfare, and Recreation Programs and Nonappropriated Fund Instrumentalities.

2. Purpose. To provide policies and procedures implementation of the 2024 Commander's Cup Flag Football League/Tournament

2. Purpose. To provide policies and procedures to assist SDs and MWR sports personnel with the implementation of the 2024 Commander's Cup Intramural Flag Football League/Tournament

3. General.

a. 2024 Commander's Cup Intramural Flag Football League/Tournament schedule:

- (1) Commander's Cup (unit, detachment, company, troop, battery, activity) intramural flag football league play will possibly be from 2 September – 01 November 2024 depending on the number of teams registered. Units can enter. By doing so, the team point of contact (POC) will be forwarded all pertinent information related to the Commander's Cup Flag Football Program. Teams are required to submit a team roster to the Sports Office (Bldg. 190, 3725 Reilly Street, located behind the plane and flag display upon entrance to Pope from Reilly Road), signed by their unit commander or 1<sup>st</sup> Sgt. if the Commander is not available. Rosters will include the following: name, rank, unit, and team POC to include duty phone number and e-mail address. Teams should also include a secondary POC on the roster. Rosters must also include a statement from the Commander or First Sgt. verifying that all Soldiers listed are assigned to the respective unit. A roster example is at enclosure 1. In order to be included on the initial schedule of games, rosters must be submitted by 1 September.

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(2) Commander's Cup (unit, detachment, company, troop, battery, activity) intramural flag football post tournament (single or double elimination depending on number of teams) will be scheduled around 21 October – 01 November 2024.

b. Player eligibility.

(1) All **ACTIVE-DUTY** military personnel assigned or attached to units physically located at Fort Liberty are eligible to participate. All eligible personnel will participate with their assigned unit and must be so identified on the unit's Zero Balance or Alpha Roster.

(2) 1-Game Player Addition Form: If a player is new to the unit or not included on the original roster, they are eligible to participate in one game. They will not be allowed to participate in any subsequent game until an updated team roster signed by the commander is submitted. Any player that is temporarily being added to the roster via 1-Game Player Addition form will be required to produce a copy of their military orders to validate their eligibility to participate with that respective unit.

(3) If a protest results from the alleged use of an illegal player during league competition, and the protest is upheld, the offending team will forfeit the game in question. If a protest is upheld on a second eligibility offense during league competition, the team will be eliminated from further flag football competition. If a protest results from the alleged use of an ineligible player during the post tournament, and the protest is upheld, the offending team will be eliminated from the tournament.

(4) For all games, team members must have their military identification (ID) card in the event any question arises concerning player eligibility. Players who fail to present their military ID card and are not on your roster will not be allowed to participate.

c. Protests.

(1) Misapplication of rules and player eligibility will be the only grounds for protests. No official or referee judgment calls are eligible for protests. Protests involving a rule misapplication must be lodged at the time of the infraction. Eligibility protests must be lodged prior to the completion of the game in question.

(2) During league play, any protest not resolved satisfactorily at the game site must be submitted in writing to the Sports Office the first duty day following the game by 1400. The League Commissioner and Sports Director, and if necessary, sports staff, will be responsible for reviewing all protests to determine whether or not further action will be required.

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(3) All protests filed during post tournament play, with the exception of eligibility protests, will be resolved at the time of the protest by game officials and the site supervisor and reported to the league commissioner, Harold Stallworth. As with league play, eligibility protests during post tournament play must be filed while the game in question is still in progress. Participants in question will be asked to present their ID card and the final resolution will be determined on the following day.

(4) The League Commissioner, and Sports Director will adjudicate any situation requiring due process. If necessary site coordinators and team captains/managers may be called for further detailed information during the research of information phase. The Sports Office, League Commissioner and Sports Director, and if necessary sports staff, decision will be considered final.

d. A team not present at the scheduled league or post tournament game will forfeit the game.

e. It is the responsibility of all units participating in the intramural sports program to provide their own medical support.

#### 4. 2024 Commander's Cup Intramural Flag Football League Play:

a. Unit organization. Units may merge prior to the start of league play provided they are within the same brigade or major subordinate command.

b. Team rosters.

(1) In order to participate, all personnel must be identified on a properly completed roster. Any noncompliance, if discovered before a game's completion, will result in game forfeiture. 2 forfeits and a team will be dropped from the league.

(2) Team rosters are not limited as to the number of players, therefore, all potential players should be listed. Rosters may be updated through 11 October 2024 in which after 11 October 2024, rosters are frozen and no revisions will be allowed. EXCEPTION: Personnel who report to Fort Liberty from another installation (following the start of the post tournament) may be added to the roster. A copy of their orders must be included and attached to the roster. Units are encouraged to have multiple teams but players must stay on said team throughout the completion to include the post tournament. Personnel cannot switch teams. For example: If player 1 starts on A Co. 2/52's team and the team drops out or is removed he will not be allowed to play on B. Co. 2/52's team who continued to remain in the league.

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c. Once a player starts with a team, he/she **must remain** with that team during all intramural flag football competition. Should a team fold, players may not join another team.

d. Personnel who are assigned to a battalion which will not be organizing any teams in the 2024 Commander's Cup Intramural Flag Football League/Tournament, and seeks participation, will be allowed to play with another team. They will be required to furnish a letter of release from their commander as well as a letter of acceptance from the gaining unit's commander (examples are at enclosure 2). These letters must be filed with the Sports Director (SD) prior to participation. The cut-off date for such action is 9 October 2024; requests submitted after this date will be disapproved. The SD will sign and date each letter and then provide a copy of those letters to team coaches while retaining the original letters on file.

PLEASE NOTE – TEAMS CAN ADD NO MORE THAN TWO PLAYERS WHO ARE ASSIGNED TO ANOTHER UNIT THAT DID FIELD A TEAM IN THE LEAGUE.

e. League competition will involve either a round robin or double round robin format. Due to field exercises, inclement weather and other military commitments, it must be understood that a complete round robin may not be attainable for all teams. Furthermore, in order to ensure that available teams have the opportunity to continue with uninterrupted play, inter-league games or additional league games with common opponents may be scheduled. As a result, league champions and 2<sup>nd</sup> place teams will be determined by winning percentage.

(1) Only the first two games played against a common league opponent will be factored into a team's winning percentage.

(2) Inter-league games will not be factored into a team's winning percentage.

(3) To be eligible for either first or second place during regular season play, teams must have played: (1) at least one game against each of the top four teams in the final league standings; and (2) at least 75% of the average number of games played per team.

f. When a team requests to cancel and/or reschedule a game, the respective league coordinator must be notified NLT 1330 on the date of the originally scheduled game. Units failing to notify their league coordinator of their intent to cancel/reschedule a game prior to the 1330 deadline, will forfeit the game in question and the game will not be rescheduled.

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g. Units forfeiting two games during league play will be dropped from further competition.

#### 5. 2024 Commander's Cup Intramural Flag Football League/Tournament

a. Team POCs are responsible for ensuring their roster has been accurately updated NLT 11 October 2024.

b. For any league or tournament game, a team will be allowed 20 members. The 20 members may include 2 coaches who may or may not play but must be designated as such on the tournament team roster. If a team has more than 20 members dressed for play, they will be told to remove extra players from the designated team area. Failure to comply with this rule will result in automatic forfeiture of the game.

c. Cancellation and rescheduling of post tournament games.

(1) Unit POCs are responsible for submitting any dates that they will not be available to compete (due to a military contingency which does not exceed 24 hours in duration) to the league coordinator NLT 1200, 27 October 2024.

For those units which comply with this deadline, every effort will be made to accommodate their military contingency when formulating the tournament schedule. After the deadline, rescheduling flexibility will be extremely limited and will require concurrence from all teams affected by any proposed rescheduling.

(2) Post tournament games, with the exception of semifinal and championship games, not played because of military contingencies lasting longer than 24 hours will result in an automatic forfeit.

For semifinal and championship games, the Sports Branch will make every effort to accommodate units which will be involved with a military contingency lasting longer than 24 hours.

d. Schedule of 2024 Commander's Cup Intramural Flag Football Post Tournament Games will be published by the Sports Office prior to the start of the tournament. Schedules will be available for distribution NLT 25 October 2025, 1700. Scheduling is subject to change based on league dynamics such as teams not able to participate or inclement weather, etc. Team Captain's and Managers should remain in contact with league site coordinators and Sports Office for updates.

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e. League regular season champions and second place teams will automatically advance to the post tournament. Depending on the league size, the post tournament will be either a single or double elimination.

6. Rules. **National Intramural-Recreation Sports Association (NIRSA) Rules** will govern the 2024 Commander's Cup Flag Football League and Tournament. Game rules 2020- 2021 NIRSA Flag Football Rules Book may be obtained through the NIRSA's website at the following <http://play.nirsa.net/flag-football/rulebook/> or through the Human kinetics site via <http://nirsa.humankinetics.com/>. The Sports Office will not provide rulebooks to teams but the by-laws will be made handy via the established date of coaches/manager's meeting. Fort Liberty Flag Football by-laws will also govern all play. Any additional information for NIRSA and Fort Liberty by-laws can be obtained at the Sports Office, Bldg. 190, 3725 Reilly Street, Pope Army Airfield. General rules info is also posted to MWR's Sports available at [Ft. Liberty - US Army MWR](#) . A rules summary, not to include all rules, is provided below. Teams are encouraged to attend the coaches/manager's scheduled meeting prior to the season and post season meeting as well for clarification and interpretation of NIRSA and Fort Bragg Sports by-laws.

a. The game will consist of two 20 minute halves which will be running time except for the last two minutes of the 2nd half. During the last two minute, the clock will operate in accordance with official rules. During running time, the clock will be stopped exclusively for time outs, dead balls, after a score and injuries. ***EXCEPTION: If a team has a 25 point lead with 2-minutes to play in the game, second half, a running clock is applied for the remainder of the game. If a team has a 35 point lead or more at any point in the second half, the opposing team will have an opportunity to score on a normal series of downs. If the team fails to score the game will be declared over. Our league is about sportsmanship.***

b. Teams will be permitted to have nine players on the field of play. A team will be allowed to start a game with six players, however, any team which does not have at least six players at the start of the game will forfeit.

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c. Scoring will be as follows:

Touchdown

a. 6 points

Extra points:

- a. 1 pt. from 5 yard line
- b. 2 pts. from 10 yard line
- c. 3 pts. from 20 yard line

d. Ties will be broken by an overtime period. The game will begin with a coin toss. Overtime will consist of the ball being spotted on the 10 yard line. The teams will have 4 downs to score a touchdown. Downs will be consecutive. Teams can choose to go for 1, 2 or 3 point conversions. If the game still remains tied after the first over time, the teams will have 4 downs to score and you must go for at a minimum 2 point conversion. The 2 point conversion will be the only conversion after the 2<sup>nd</sup> overtime and subsequent overtime periods.

**e. All punts may be returned out of the end zone.**

**No blocking during kicks.**

**No blocking outside the tackles positions.**

**No down field blocking past two yards of the line of scrimmage.**

**All players must be within 25 yds of before the snap.**

**Contact is legal prior to the pass (no holding).**

**The team that is up by 35 pts must play normal defense, 1st offense unsportsmanlike will be a penalty, second offense will be a forfeit.**

Note: No Kickoffs. The ball will be placed at the 20 yard line after a score.

f. A forward pass may not be thrown unless play was started by a snap from scrimmage. No sleeper plays allowed.

g. Defensive linemen are not allowed to line up directly over the center.

h. Only shoes with a smooth sole or shoes with molded cleats of plastic or rubber, with canvas, cloth, or leather uppers may be worn by participants.

i. Jerseys are available at each field site.

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j. Consumption of alcoholic beverages or drugs by team members is prohibited before or during games.

k. Any player or coach who is ejected from a league or post tournament game, will be suspended for one game; he/she will thus be ineligible to participate in the next game which his/her team plays. Should the same player be ejected from a league and/or post tournament game for a third time, that player will be suspended from his/her team's following three games. A fourth ejection during a league and/or post tournament game will result in the suspension for the remainder of the season. Any player involved with a physical altercation or who has physically threatened another player, official, or spectator shall be suspended for an indefinite period. Such an occurrence will be investigated by this headquarters and facts pertaining to the incident will be forwarded through the Garrison chain of command for a final determination on the length of the suspension.

7. Awards. The Sports and Fitness Branch will provide team awards for both league and post tournament play.

8. Rules clinic. A pre-season rules clinic will be August 29, 2024 at 1830 at Hercules Physical Fitness Center.

9. Please contact the sports office for more details at 396-1217/396-1218.



-EXAMPLE ONLY-

ENCL 1

(OFFICE SYMBOL)

(DATE)

MEMORANDUM FOR THE FORT LIBERTY SPORTS OFFICE

SUBJECT: Commander's Cup Flag Football Roster for 657<sup>th</sup> Medical Company

Rank/Name

SGT Michael Wynn

SPC Tom Smith

SPC Jarvis Redwine

SPC Jimmy Chitwood

PFC Tim Williams

PFC Roger Cota

SPC David Gray

SGT Tom Flinn

PV2 Reginald Barclay

SPC Ralph Brown

PFC Carlos Polk

Team point of contact is SGT Michael Wynn, 323-764-9384;  
michael.lee.wynn@us.army.mil

The undersigned verifies that each Soldier listed on this roster is assigned to 357<sup>th</sup> Medical Company.

JOHNNY STANTON  
Commanding  
657<sup>th</sup> Medical Company

-EXAMPLE ONLY-

Encl 2

(OFFICE SYMBOL)

(DATE)

MEMORANDUM FOR FORT LIBERTY SPORTS OFFICE

SUBJECT: Authorization to participate in the Commander's Cup Flag Football Program

1. The 453<sup>rd</sup> Quartermaster Company will not be entering a team into the unit-level flag football program. I do; however, authorize SPC John Smith, who is assigned to the 453<sup>rd</sup> Quartermaster Company, to participate in the Commander's Cup flag football program.
2. Point of contact is the undersigned at 396-1234.

CPT KURT ROBBINS  
Commander  
453<sup>rd</sup> Quartermaster Company

-EXAMPLE ONLY-

Encl 3

(OFFICE SYMBOL)

(DATE)

MEMORANDUM FOR FORT BRAGG SPORTS OFFICE

SUBJECT: Authorization to participate in the Commander's Cup Flag Football Program

1. I authorize SPC John Smith, who is assigned to the 453<sup>rd</sup> Quartermaster Company, to participate in the Commander's Cup flag football program with HHC, 18<sup>th</sup> Med Bde.

2. Point of contact is the undersigned at 396-1234.

CPT DAVE SCHMIDT  
Commander  
HHC, 18<sup>th</sup> Med Bde