



DEPARTMENT OF THE ARMY
US ARMY INSTALLATION MANAGEMENT COMMAND
HEADQUARTERS, U.S. ARMY GARRISON FORT MEADE
4551 LLEWELLYN AVENUE
FORT GEORGE G. MEADE, MARYLAND 20755-5000

AMIM-MEW-CR (RN 215-1aa)

27 July 2023

MEMORANDUM FOR RECORD

SUBJECT: Memorandum of Instruction (MOI) for the Conduct of the 2023 Intramural Flag Football Program.

1. AR 215-1-8-27 SPORTS

- a. Installation and unit level sports programs are designed for broad-based participation in a full range of individual and team sports consistent with patron interest, availability of suitable facilities, unit missions, and climate.

2. References:

- a. AR 215-1 Morale Welfare, and Recreation, dated 31 July 2007
- b. AR 215-1-8-27 Sports and Fitness
- c. DA Pam 385-5, Fundamentals of Safety in Army Sports and Recreation, dated 14 November 1981.

3. PURPOSE: This MOI contains instructions for the conduct of the 2023 Intramural Flag Football Program and its by-laws.

4. SCOPE: To serve as a means of providing opportunities to enhance individual morale and unit esprit de corps, promote teamwork and cooperation, engage in competitive recreation and to encourage individuals to attain and sustain high levels of physical fitness. This competition will also serve as a means of determining the 2023 Fort Meade Intramural Flag Football Championship.

5. Dates and Locations:

- a. In-season games will begin NLT 11 September 2023 and will end NLT 2 November 2023 timeframe. Only two games per team will be rescheduled due weather-related cancelations.
- b. Season games will be played at Mullins and Donahue Fields. Other locations may be designated as needed by the Sports Specialist.
- c. The Fort Meade Intramural Championships will take place on or about 16 November 2023; location TDB.

6. Eligibility:

- a. Competition will be limited to ACTIVE-DUTY Military personnel assigned and/or attached to Fort George G. Meade.
- b. The following are considered INELIGIBLE players for the Intramural Flag Football Season.
 - i. Active-Duty personnel not assigned and/or attached to Fort Meade, Retired Military, Dependents, DoD Contractors, DoD Civilians, family and friends of Active-Duty participants and anyone NOT in possession of a valid Military ID card.
- c. Participation with one unit level team renders the individual ineligible to participate with another unit level during the current season.
- d. If a unit submits rosters for multiple teams, players may only be on one of the rosters. (Example – If John Doe is on the D1 roster, they are not eligible to play D2 for that same unit or any other team at any point in the season or vice versa). Switching between rosters is not allowed.
- e. Players can only participate with the unit to which they are assigned or attached to according to official/amended orders. *Exception to this rule: if a player belonging to a unit that cannot complete a minimum roster and still desires to participate, will request the Sports Specialist to add them to a Player's Pool (reference 8 a. - c.). The Sports Specialist will then assign these players to fill-in teams that are short.*

7. Roster:

- a. Teams must submit a Team Roster signed by their Unit Commander before being issued a season schedule. No team will be allowed to participate in any game until a complete roster has been submitted to the Sports Office. All players on the team roster must be Active-Duty assigned to Fort Meade and assigned to that Unit (with the exception of approved free agents by the Sports Specialist).
- b. If a team is found or reported to have an illegal player during the regular season, they will forfeit that game. The sports office will notify the Unit Commander. If a team is found or reported to have an illegal player more than once, they will be removed from the league.
- c. Random I.D. card checks will be performed by the Sports Specialist or Fitness Center staff member. All participants must be in the possession of a valid I.D. card and their name placed on the official unit roster in order to participate. If a player is not listed on the most current roster when an I.D. check is performed, they will not be eligible to play until the sports office receives an updated roster with the Commander's signature.

- d. Rosters may be updated during the regular season with new eligible players arriving to the unit, however a new roster form must be signed by the Unit Commander and submitted to the sports office by 1530 of the scheduled game prior to the new player's participation. Rosters may not be modified after the start of playoffs. Players must be on the regular season roster to be eligible for playoffs.
- e. There will be a maximum of 16 players (to include coaches) on each team.
- f. There will be two divisions to choose from: Division 1 (more competitive) and Division 2. Teams that played Division 1 last year should play Division 1 again this year. Regular season and tournament winner from Division 2 the prior season will automatically be placed in Division 1 the following year. Exceptions are at the discretion of the Sports Specialist.
- d. Team pinnies will be provided each game. It is the coach's responsibility to ensure all pinnies are returned after the game.

8. Player's Pool:

- a. The Player's Pool is for Active-Duty individuals who are interested in playing, but their Unit does not have an intramural team.
- b. If a player (without a unit team) is interested in participating, they need to contact the Sports Specialist at james.b.allen177.naf@army.mil with Name, Rank, Branch, Unit, Phone Number, E-mail address, and request to be placed on a Player's Pool.
- c. A coach must call for additional players and players will then be assigned to the specific team who needs the player(s). Once a player is assigned to a team, they will remain on that team for the rest of the season. Any player who came from the Player's Pool may NOT change teams at any given time during the season.

9. Rules:

- a. Play will be governed by 2023-2024 NIRSA Official Flag Football Rules and National Federation Football Rules with exceptions in Local Military By-Laws. Coaches are responsible to ensure that all players and bench personnel know all applicable rules and procedures and abide by them.
- b. Teams must provide their own balls for practice. MWR will not provide any practice balls.
- c. The team roster for participants in the 2023 Fort George G. Meade Intramural Flag Football will be limited to 16 participants.
- d. The Unit Commander and/or 1SG must sign all rosters. Roster changes/updates will be granted but require Commander's signature and a new copy provided to the Sports

Specialist immediately.

- e. Updated hard copy rosters must be submitted to the Sports Specialist at Gaffney Fitness Center no later than 1500 on a game day. E-mailed rosters will not be accepted.
- f. Players will conduct themselves in a sportsmanlike manner during and after each game. The Sports Specialist will make the determination to suspend a participant from further competition for any serious infraction or proven unsportsmanlike conduct detrimental to the best interest of the DoD and Fort George G. Meade military community.
 - i. Obscene or profane language or physical abuse by a team, or an individual player, will not be tolerated.
 - ii. The officials have the authority to eject team members for violation of the two above. A player ejected from the game must leave the immediate area/facility within two minutes or officials may declare the game a forfeit.
 - iii. Players ejected from a specific game will leave the football field immediately (line of sight and sound) and will not be eligible to play in the next scheduled game.
- g. The period of suspension and/or withdrawal of participation privileges will be determined according to the severity of the infraction.
- h. Players involved in a physical fight during, before, or after a game will be suspended for the duration of the 2023 Intramural Flag Football Season.
- i. Teams are required to have seven (7) players; however, a team may start the game with five (5) players.
 - i. When playing with seven (7) players, four (4) players must be on the line. If at any time due to injury, player ejection, etc., a team with less than five (5) players will be required to forfeit the remainder of the game.
- j. Borrowing players from other teams is prohibited.
- k. Games will begin with a coin toss. The winning team will have three options:
 - i. Offense: if chosen, the ball will be placed on the 14-yard line. The losing team of the coin toss will have the choice of which goal to defend.
 - ii. Defense
 - iii. Defer their option to the second half.
- l. Players not in the game MUST remain behind the white side line.

m. Uniform:

- i. Jerseys and flags will be provided. Players must always wear flag belts.
- ii. Flags must be a different color than a player's pants or shorts.
- iii. Rubber molded cleats or sneakers are the only authorized playing shoes. Metal cleats are NOT permitted.
- iv. Elbow/forearm/knee pads and soft gloves are the only protective padding permitted.
- v. Cold weather soft hats are allowed. No headwear with hard substances is allowed.
- vi. Tear away jerseys or jerseys that have been altered in any manner which produce a knot-like protrusion or creates a tear-away jersey are illegal.
- vii. Pants or shorts with any belts, belt loops, pockets, or exposed drawstrings are illegal.
- viii. **100% NO pockets on any lower body garments. Zippers are not permitted and tape cannot cover a pocket.**
- ix. No jewelry will be worn during games with the exception of medical alert tags, which will be taped to the body. Fitbits/fitness trackers may not be worn during games.

n. Punts:

- i. If a team declares a punt, there will be no kicking/punting of the ball. The ball will automatically go to the receiving team.
- ii. If the offensive team crosses over the 40-yard line (midfield) and declares a punt, the receiving team will receive the ball at the 14-yard line.
- iii. If the offensive team does not cross over the 40-yard line (midfield) and declares a punt, the receiving team would receive the ball on the opposite end of the field (across mid-field) on the 30-yard line.

o. Offense:

- i. All players must wear flags to be eligible.
- ii. Offensive blocking is allowed on or behind the line of scrimmage. The hands, forearm, or elbow cannot be moving forward faster than the

shoulder.

- iii. Blocking below the waist is prohibited. Double team blocking is allowed only on or behind the line of scrimmage.
- iv. Chucking to a potential receiver is NOT allowed after 5 yards down the field.
- v. Running the ball up the middle is allowed, but only after the line of scrimmage has disintegrated (no longer an established line).
- vi. Direct snaps are illegal (except on declared kicks) and the quarterback must take the ball at least 3 yard back, with the following exceptions: (a) during the last two minutes of the SECOND HALF the quarterback can take a direct snap to stop the clock BUT must inform the referee that they are stopping the clock; AND (b) the offensive team must have 4 players on the offensive line during the snap.
- vii. The snap does not have to be between legs and can be flipped backwards to the QB. No head slaps.
- viii. If a female score (throwing, rushing, or catching) a touchdown, the point value is 9 points.
- ix. If a female scores on an extra point attempt, the point values remain the same (1 or 2 points).
- x. Extra points after a score: 3-yard line = 1 point run or pass; 10-yard line = 2 points run or pass.

p. Defense:

- i. Defensive players are allowed to rush up the middle of the offensive line, but not over the center (protected) or through an offensive player.
- ii. Defensive players can use their hands to brush off offensive players, but “bull rushing” is not allowed. It is recommended that defensive players make an effort to run around an offensive player and not through the player.
- iii. The defense can score 2 points on a try after a touchdown by the offense, via an intercepted pass or a ball that has not touched the ground.
- iv. If flags fall off during a play, a player can be downed by being touched by an opposing player below the shoulder and above the knee with one

hand.

- v. If a player willingly begins/starts a play without a flag, a 5-yard penalty will be assessed by the officials.
- q. Timeouts:
 - i. Each team is allowed two (2) one-minute timeouts per half. Timeouts do not carry over to over time. Each team is awarded one (1) one-minute time out during overtime.
- r. Game Timing:
 - i. Each game will consist of two 20-minute halves (18-minute running and 2-minute stop clock).
- s. 17 Point Rule (Mercy Rule)
 - i. If a team is ahead by 17 or more points in the first half, there will be no 2-minute stop clock. If a team is ahead by 17 or more points in the second half at the 2-minute mark, the game will be stopped and declared over.
- t. Tie Breakers:
 - i. Tie breakers from the 10-yard line, 4 downs to score, alternate possessions.
 - ii. Visiting team will have the option on the coin toss.
 - iii. If no winner, alternate team will choose the option.
 - iv. Defense can score 2 points on interception/loose ball in air and run back.
 - v. The first overtime, teams will have the option to go for either 1 or 2 extra points; the 2nd overtime and after teams must go for the 2 extra points.
- u. Forfeits:
 - i. In league or championship play, the game will be forfeited when one team fails to show at the designated starting time. Teams must have five (5) players to start.
 - ii. **Any team that forfeits two games in the season will be eliminated from further league participation and championship competition. Unit Commander will be promptly notified.**
 - iii. Picking up players from other teams to fulfill the required number of players is NOT permitted. All eligible players must be listed on the current roster with the Sports Specialist.

- iv. A 10-minute grace period will be for the first game only (clock will be running).
- v. Down Marker:
 - i. During the first half of the game, the HOME team is responsible to provide a player, coach, or spectator to hold and operate the Down Marker.
 - ii. During the second half of the game, the AWAY team is responsible to provide a player, coach, or spectator to hold and operate the Down Marker.
- w. Inclement Weather
 - i. In case of inclement weather, please check the informational page on www.quickscores.com/ftmeadesports after 1530 on day of scheduled game.

10. Protests:

- a. All protests will be limited to player eligibility only. Protests based on misinterpretation of rules or judgement calls will not be entertained.
- b. Protests should be submitted in writing by close of business of the following workday to the Sports Specialist. The Sports Specialist then has 24 hours to investigate claims and make a final ruling.

11. Facilities:

- a. Pets are NOT permitted within the fences of Mullins Field and within the fence lines at Donahue Field.
- b. Spectators or family members will not be permitted on the team bench. Failure to comply will result in a forfeit. Children under the age of 14 must also be under direct supervision of someone over 16 years of age and seated in the stands for the duration of the game.

12. Alcohol and Tobacco Use:

- a. Players/participants drinking alcoholic beverages before, during, or after scheduled games is strictly prohibited due to safety and per AR 215-1. No player will bring alcoholic beverages of any kind on the playing field. The areas include on the field, on the bench and in the stands.

- b. Players may not consume alcoholic beverages in the stands before, during, or after games. Player failure to comply will result in a one (1) game suspension for the offense and a remainder of the season expulsion for a second offense.
- c. Repeated patterns of behavior of Unit or Squadron may lead to overall expulsion from participation for the remainder of the season for the team.
- d. The use of tobacco is not permitted on the field, on the bench, or in the stands. Individuals who smoke or vape may do so at a respectable distance away from the field and away from other individuals in a respectful manner.

13. Coach Responsibilities:

- a. Each Coach is responsible for ensuring that all players are aware of all rules governing football play, as well as the contents of this Memorandum of Instruction.
- b. Each Coach is also responsible for ensuring that all players are notified of any and all changes to the league schedule. Please share the sports website with each member of your team: www.quickscores.com/ftmeadesports.
- c. Coaches are responsible for collecting their team jerseys and returning them to the proper bags provided by the sports office at the field.
- d. Coaches are responsible for keeping their sidelines clean from trash.

14. Playoffs:

- a. The top 6 teams per division will enter to play in the post season playoffs.
- b. Playoffs will be held Monday – Thursday at Mullins and Donahue Field.
- c. Playoffs will be played in a single elimination tournament.
- d. Eligible Players must play a minimum of two games in the regular season in order to play in the playoffs.
- e. Coaches MUST submit any updated roster two weeks prior before Playoffs if there are any new updates in order for any new players to reach the two-game minimum.

13. Awards:

- a. Division Champions (D1 and D2): 1 team plaque
- b. Tournament Champions (D1 and D2): 1 team plaque

c. Tournament Runner-Ups (D1 and D2): 1 team plaque

14. POC for this memorandum is Jimmy Allen, Sports Specialist, at 301-677-3318 or james.b.allen177.naf@army.mil.

Jimmy Allen
FGGM MWR Sports Specialist