



DEPARTMENT OF THE NAVY
U.S. NAVAL SUPPORT ACTIVITY NAPLES ITALY
PSC 817 BOX 1
FPO AE 09622-0001

NAVSUPPACTNAPLESINST 1710.10G
N92

1 SEP 2020

NAVSUPPACT NAPLES INSTRUCTION 1710.10G

From: Commanding Officer, U.S. Naval Support Activity, Naples, Italy

Subj: YOUTH PROGRAM

Ref: (a) CNICINST 1710.3
(b) Navy Youth Sports and Fitness Operating Manual (July 2013)

Encl: (1) Youth Sports Schedule

1. Purpose. To describe and define the purpose, scope, responsibilities, and operation/administration of the U.S. Naval Support Activity (NAVSUPPACT), Naples, Italy, Youth Program (YP). The YP supports the morale of parents by providing a comprehensive, year-round Youth Activities Program that improves and maintains the physical and mental well-being of their youth. It aids the family life through activities that prepare youth for self-actualization and responsible citizenship. All YP and activities must be conducted free from arbitrary discrimination, must provide equal opportunities for recreation to all authorized dependent youth, regardless of race, color, sex, age, or national origin.

2. Cancellation. NAVSUPPACTNAPLESINST 1710.10F

3. Programs. YP may include the following activities:

- a. Social: large group activities, dances, parties, holiday observances, family programs, block parties, and heritage programs.
- b. Educational: classes, clinics, demonstrations, and exhibits.
- c. Cultural: tours, civil programs, and folk festivals.
- d. Competitive: team and individual sports, talent, and art.
- e. Performing arts: dance, music, theater, and drama.
- f. Outdoor activities: tours, day camps, hikes, or other environmentally interpretative programs.
- g. Family activities: hiking, skating, and mixed events where father-son, mother-daughter, father-daughter, or mother-son, participate together.
- h. Supervised developmental care: a structured program for children using facilities after school holidays and summer.

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4. Implementation. YP encourages creative self-expression, cultural appreciation, self-development, and enjoyment. Programs may take place in the Youth Center or Teen Center, other installation facilities and areas, or in local community facilities. The following guidelines are hereby established for the development of YP:

a. Programs must be varied, well balanced, and flexible to provide youth freedom of choice and meet their wide range of ages, abilities, and needs.

b. Programs must be contemporary, relevant, innovative, and tailored to incorporate new trends and interests.

c. Parents or guardians must authorize, in writing, the person(s) conducting the programs (particularly sports programs) the permission to obtain emergency medical/dental treatment for participating children.

d. All program registrations will be conducted by the Youth Director, Morale, Welfare and Recreation (MWR) Department, NAVSUPPACT Naples, or his/her designated representative.

e. All programs are offered in a comfortable, casual, and relaxing atmosphere. Participants are permitted to dress according to their personal preference unless it is inappropriate for the program. Additional dress requirements may be specified for special events.

f. Per reference (a), the Youth Director will ensure all staff meets training and program requirements and guidelines.

5. Eligibility

a. Eligible participants include family members of the following, who are stationed in Naples Italy and are U.S. citizens associated with NAVSUPPACT Naples: active duty personnel, Department of Defense (DoD) contractors, DoD civilians, active duty reservists, and retirees. Married youth or those on active military duty are not eligible to participate.

b. Youth six through 17 years of age, or older, if still in high school, are eligible for program participation. Youths who have graduated from high school are eligible to participate until the next school semester or quarter following their graduation.

c. Youth Program under the supervision of the Youth Director have priority over other programs or activities desiring to use youth facilities.

d. Pre-school aged children may participate in leisure time activities sponsored by the YP, such as planned Child and Youth Program (CYP) community events, and/or instructor-led classes. These activities shall not duplicate the preschool program managed by the MWR, Child Development Center Director with Oversight.

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6. Responsibilities

a. The Youth Director has full responsibility and wide latitude for the planning, development, and supervision of the YP. The Youth Director is responsible for ensuring youth are actively and appropriately engaged in before/after school sports, and recreational activities that focus on building self-esteem, developing appropriate relationships, facilitating academic success, and making healthy choices. Specific responsibilities include, but are not limited to:

(1) Providing a wide variety of professionally planned and directed youth-oriented recreation programs.

(2) Ensuring an active and continuous publicity and promotion for the YP.

(3) Evaluating activities and programs to ensure they are responsive to the needs of the youth and that the youth are included in the planning and conduct of the activities/programs.

(4) Maintaining liaison with related agencies which might help assist the YP.

(5) Coordinating programs with the other MWR branches to avoid scheduling duplication and conflict.

(6) Ensuring that the YP participates through the Combined Federal Campaign - Overseas (CFC-OA).

(7) Integrating private organization activities within the YP when feasible.

b. Recreation Aids will assist in the planning and execution of programs and activities and perform such tasks as: setting up areas for scheduled activities, passing out material and equipment, keeping records, explaining rules and procedures, and, providing information to, or assisting program participants.

c. Volunteers are needed for effective programming. Recruitment and use of parents and teenagers to assist in program activities for all age groups is strongly encouraged.

7. Financial Support

a. Private organizations may not be subsidized by non-appropriated funds without specific authorization from the Secretary of the Navy. Per reference (b), donations of cash or other non-appropriated fund assets to private organizations is prohibited.

b. Fees and charges may be established to meet financial needs.

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c. Appropriated and non-appropriated funds are authorized for program and facility support as outlined in reference (b). Budgets will be prepared following Navy Personnel Command guidance. All funds earned and collected by youth and donations (including CFC-OA) made specifically to the YP will be deposited in the NAVSUPPACT Naples MWR Fund.

8. Parent Involvement Board

a. The Youth Program Director will participate in the CYP quarterly Parent Involvement Board (PIB) meetings. The purpose of the PIB is to support, advise, and make recommendations to CYP management that will improve program efforts throughout the CYP.

b. The Youth Program Director will assist the CYP Director with Oversight to participate in the recruitment of PIB members. Members should have an interest in the quality of programming offered to our youth and whose children are participating in one of the YP offered.

c. The Board will perform, but not limited to, the following functions:

(1) Advising and assisting in program planning, including analyzing needs and resources, and program evaluation.

(2) Obtaining the assistance of other organizations and individuals.

9. Teen Programs

a. The objective of the Teen programs are to provide the teen population with healthy recreational alternatives to drugs and gang involvement, to encourage positive use of leisure time, to provide leadership and volunteer opportunities and to act as a guiding entity that promotes teen self-development.

b. Teen programs are established to meet the needs of the NAVSUPPACT Naples teen population. Teen programs fall under the direction of the Youth Director and Teen Coordinator.

c. The Teen Center will establish programs in conjunction with other MWR activities, the Naples American Middle School, Teen Advisory Council and organizations affiliated with NAVSUPPACT Naples. Programs include, but are not limited to the following:

(1) Open recreation

(2) Seasonal parties/dances

(3) Field trips (extended and overnight trips)

(4) Competitive tournaments

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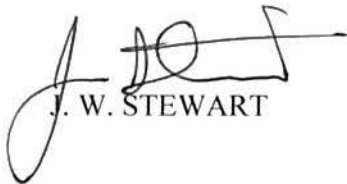
- (5) Cultural exchanges
- (6) Homework Assistance
- (7) Teen camp opportunities
- (8) Teen talks

10. Youth Sports. Sports and fitness shall be an integral part of the YP and organized under the direct supervision of the Youth Director, Youth Sports and Fitness (YSF) Coordinator, and his/her assigned staff. Per reference (b), YSF Program is designed to offer to all eligible participants, regardless of their parent's duty station assignment, a range of baseline and locally selected sports, fitness activities, health and nutrition programming, outdoor recreation activities, and motor skill development activities. Emphasis will be placed in five main areas:

- a. Learning and developing the basic skills of the game.
- b. Physical fitness.
- c. Developing values of sportsmanship, teamwork, and fair play.
- d. Enjoyment of the sport through the participation of all players.
- e. Providing a competitive atmosphere in a controlled environment.

11. Records Management. Records created as a result of this instruction, regardless of media and format, must be managed per SECNAV M-5210.1.

12. Review and Effective Date. Per OPNAVINST 5215.17A, NAVSUPPACT Naples will review this instruction annually on the anniversary of its effective date to ensure applicability, currency, and consistency with Federal, Department of Defense, Secretary of the Navy, and Navy policy and statutory authority using OPNAV 5215/40 Review of Instruction. This instruction will automatically expire 10 years after effective date unless reissued or canceled prior to the 10-year anniversary date, or an extension has been granted.



J. W. STEWART

Releasability and distribution:

NAVSUPPACTNAPLESINST 5216.4CC

Lists: I through IV

Electronic via NAVSUPPACT Naples website:

https://www.cnic.navy.mil/regions/cnreurfcent/installations/nsa_naples/about/departments/administration_n1/administrative_services/instructions.html

YOUTH SPORTS SCHEDULE

<u>SPORT</u>	<u>STARTS</u>	<u>REGISTRATION</u>
Basketball	December	November
Cheerleading	January	November
Baseball/Softball/T-Ball	March	February
Start Smart Baseball	March	February
Start Smart Soccer	March	February
DodgeBall	July	May
Flag Football	September	July
Soccer	September	July
Start Smart Soccer	September	July

NOTE: Registration will be taken at the Youth Activities Center, Bldg.# 2072 only.