DEPARTMENT OF THE NAVY
U.S. NAVAL SUPPORT ACTIVITY
PSC 817 BOX 1
FPO AE 09622-1000

NAVSUPPACT NAPLES INST 1710.10E
N92

7 JAN 2010

NAVSUPPACT NAPLES INSTRUCTION 1710.10E

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

Subj: YOUTH ACTIVITIES PROGRAM (YAP)

Ref: (a) BUPERSINST 1710.21 (Series)
(b) BUPERSINST 1710.11 (Series)
(c) CINCUSNAVEUR INST 5450.21 (Series)
(d) NAVCOMPT Manual, Vol. 7

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 Activities Program (YAP). The YAP 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 YAP programs 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. NAVSUPPACT NAPLES INST 1710.10D.

3. Programs. YAP 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 during school holidays and summer.

4. Implementation. YAP 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 YAP:

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 Activities 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 Activities 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, DoD contractors, DoD civilians, Active Duty Reservists, and retirees. Married youths or those on active military duty are not eligible to participate.

b. Youths 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 Programs under the supervision of the Youth Activities 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 YAP, such as holiday functions, egg hunts, Halloween parties, instruction classes in ballet, or baton. These activities shall not duplicate the preschool program managed by the MWR, Child Development Center Program Administrator.

6. Responsibilities

a. The Youth Activities Director has full responsibility and wide latitude for the planning, development, and supervision of the YAP. 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 YAP.

(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 YAP.

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

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

(7) Integrating private organization activities within the YAP 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.

c. Fund raising events may be held in accordance with reference (d).

d. Appropriated and non-appropriated funds are authorized for program and facility support as outlined in reference (c). 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 YAP will be deposited in the NAVSUPPACT Naples MWR Fund.

8. Parent Involvement Board

a. A Parent Involvement Board (PIB) shall be established at the beginning of every school year. The PIB's role will be strictly advisory in nature. The Youth Activities Director requires the Board's support, advice, and guidance to develop the best possible YAP.

b. Members/Parent will be recruited by the Youth Activities Program of those that have an interest in the quality of programming offered to our youth and whose children are participating in one of the youth programs 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 teen population. Teen programs fall under the direction of the Youth Activities Director and Teen Center Director.

c. A Teen Advisory Council, called the Naples Teen Action Committee (NTAC), is established in conjunction with the Naples American High School, and other base agencies that work with teens. The Naples Teen Action Committee meets monthly during the school year, and consists of the following minimum appointed members:

(1) Youth Director

(2) Teen Director

(3) High School and Middle School Counselors

(4) Security Representative

(5) School Liaison Officer

(6) FFSC Representative

d. The Teen Center will establish programs in conjunction with other MWR activities, the Naples American High 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

(5) Cultural exchanges

(6) Homework Assistance

(7) Teen camp opportunities

(8) Teen talks

10. Youth Sports

a. Sports shall be an integral part of the YAP and organized under the direct supervision of the Youth Activities Director, Youth sports Coordinator and his/her assigned staff. The Youth Sports Program is designed to give the youth of the Naples community a chance to participate in, and enjoy a variety of organized leisure time sports. These activities may include baseball, tennis, basketball, soccer, flag football and softball. Emphasis will be placed in five main areas:

(1) Learning and developing the basic skills of the game.

(2) Physical fitness.

(3) Developing values of sportsmanship, teamwork, and fair play.

(4) Enjoyment of the sport through the participation of all players.

(5) Providing a competitive atmosphere in a controlled environment.

R. B. RABUSE

Distribution:
NAVSUPPACT NAPLES INST 5216.4Y
Lists: I through IV
Copy to:
Lists: V; VI (2. only)
Electronic via NAVSUPPACT NAPLES Web site:
https://www.cnic.navy.mil/Naples/Departments/Administration/Instructions/index.htm

- 7 JAN 2010

YOUTH SPORTS SCHEDULE

SPORT	STARTS	REGISTRATION
Basketball	December	November
Baseball/Softball/T-Ball	March	February
Soccer Little Rascals	March	February
Basketball(Summer)	June/July/August	One month prior to event
Flag Football	September	May
Soccer (Fall)	September	May

NOTE: Registration will be taken by the youth sports staff or other authorized MWR personnel.