

USA SOFTBALL™



Pacific Coast Region 2018 Junior Olympic Policies and Procedures

Version 1 – January 26, 2018

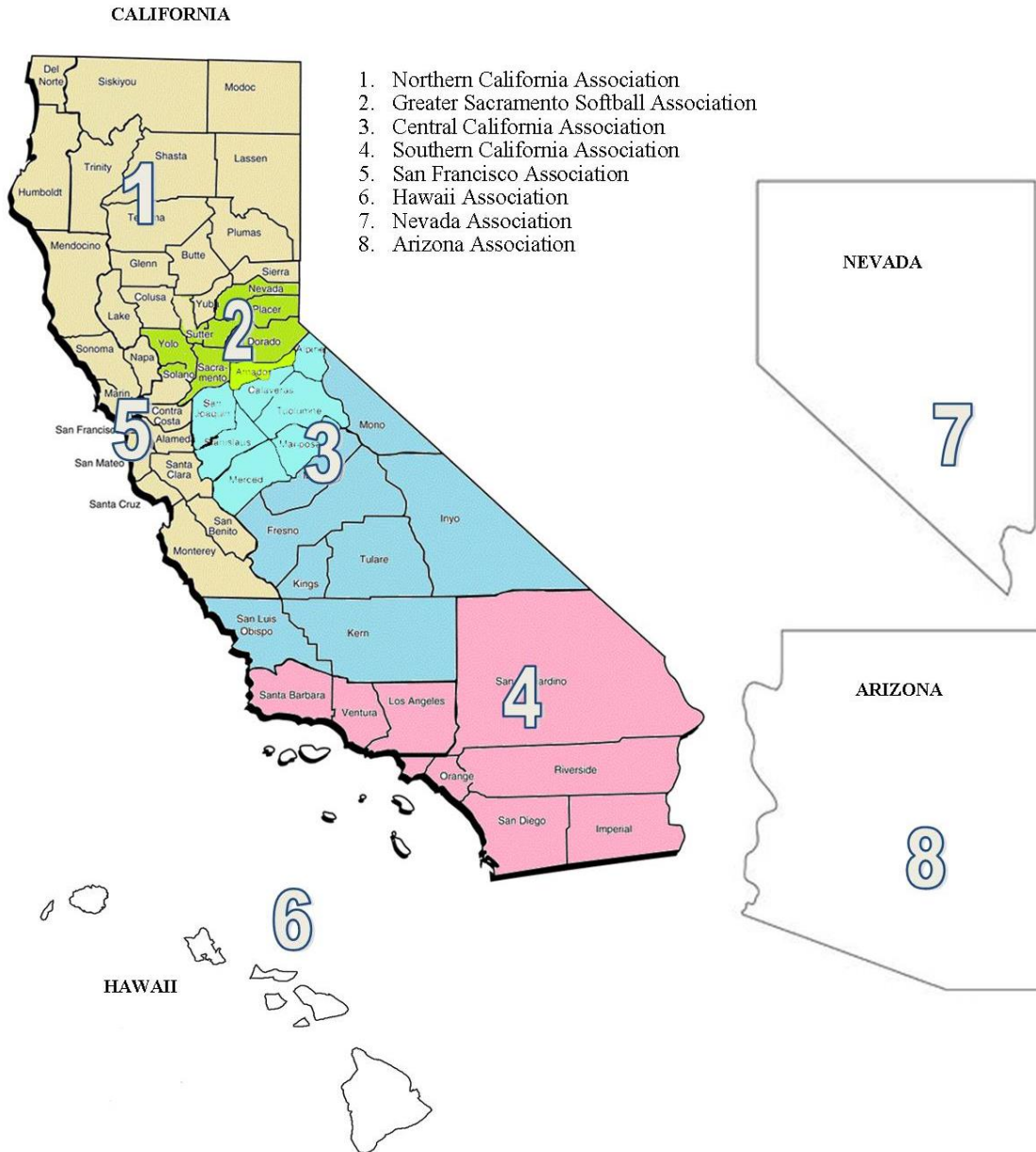
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PACIFIC COAST REGION MAP



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Nevada
Northern California Association
Sacramento Association
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Southern California Association
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www.usasoftballregion10.com
www.usasoftballcentralcal.com
www.usasoftballhi.com
www.nvasa.com
www.norcalasa.org
www.usasoftballsacramento.org
www.usasoftballsanfrancisco.com
www.usasoftballsocal.com
www.

All changes to the Region 10 Policies & Procedures for 2018 are in bold/italic print.

Any corrections/changes to this booklet after publication will be posted in bold red type at the Pacific Coast Region 10 web site –

www.usasoftballregion10.com – click on the JO web page link

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WHAT IS USA SOFTBALL?

USA Softball [formerly known as the Amateur Softball Association (ASA)] is an independent and unique organization. It is one of the largest and fastest growing amateur sports associations in America today. Its membership is comprised of men, women, girls and boys who are dedicated to amateur sports. More than 40 million adults and youngsters play annually in the United States some form of competitive and recreational softball and the majority of them play USA Softball. Softball is the largest team participation sport in the country.

To paint a picture of USA Softball and its activities, imagine a colorful progression of dedication, effort and growth. To understand its uniqueness and its strength, you will realize that USA Softball is not only improving the status of its members and the game, but it is also developing and sharing with softball players everywhere a program to develop strong minds and bodies. To clearly understand its accomplishments you must first realize what USA Softball is, what it does, and the goals it seeks.

USA Softball is a non-government, non-partisan and non-profit organization, accepting all that qualify as amateurs, regardless of sex, color, creed or national origin, sexual orientation or ancestry. It is an organization of men and women who voluntarily associate themselves in the interest of amateur sports, particularly softball.

USA Softball is affiliated with other national amateur organizations, but in no way dependent upon any other organization for policy or administration. Its finances are expended only to the improvement or expansion of USA Softball and its membership.

Since 1933, USA Softball has developed, provided and promoted softball on an organized basis. Softball, once a sport that was played under no less than 12 different sets of rules on a national basis, today is played under one set of rules in more than 120 countries. The standardization and uniformity of the playing rules that USA Softball has brought to softball are primarily the reason why softball today is played the world over on such an organized basis. It is interesting to note that many other amateur sports have followed softball's lead.

Those who play softball come from many different walks of life; that is what makes the sport so unique, interesting and exciting. It is not uncommon to find a doctor, school teacher, factory worker or store owner all playing on the same team or against each other, and all with an equal desire to participate and be part of a sport that, although it does not capture headlines or TV spotlight, is still exciting and interests participants and spectators.

USA Softball takes great pride in the part it has played to develop and promote softball. It is proud of the role it has been given to further support and help in the development of the game as an international sport. Through the dedicated efforts of its thousands of member teams, umpires and administrators, USA Softball is part of an organized sport where today 50 million youngsters and adults play the game in more than 120 countries.

For over 80 years, USA Softball has developed and promoted organized Championship Play softball. As governing body for the sport in the United States, it carries an important responsibility to the participating teams, players, officials and sponsors to regulate the competition and to assure fairness and equal opportunity to all who participate under the USA Softball banner.

USA SOFTBALL OBJECTIVES

- To promote amateur softball for all persons regardless of race, color, creed, religion, sex, national origin, sexual orientation or ancestry.
- To establish uniform softball rules and regulations.
- To provide proper safeguards in accordance with the spirit of true sportsmanship and establish principles for ethical behavior and matters relating to conflict of interest as provided by the USA Softball Council and Board of Directors.
- To encourage the union of all eligible teams, organizations or groups into such separate associations with active membership in USA Softball as may, from time to time, be deemed best adapted to advance the cause of amateur softball.
- To establish and maintain by allied membership, alliances with non-profit associations or organizations devoted wholly or partially to the promotion and development of the game of softball on an Association, Regional or National Level.
- To promote and conduct annual amateur softball Championship Play events.
- To educate and train with the proper skills of amateur softball play and rules of the game through promoting, organizing, and conducting clinics, seminars and training courses.

PROMOTING GOOD SPORTSMANSHIP AND FUN

"An investment for softball's future". That is the byword of USA Softball's Junior Olympic Program, one of the largest youth programs in the United States.

Through this program, youngsters 10 to 18 years of age are introduced to the great game of softball ... the game for everyone and the No. 1 team participant sport in the United States.

In playing softball, youngsters learn sportsmanship, the benefits of keeping physically fit and esprit de corps while, at the same time, developing their own abilities and personalities to the fullest.

And, most of all, this is a program that is fun. The element that makes youth sports "fun" is participation. And each year more than one million youngsters participate in USA Softball Junior Olympic Softball. This participation helps lead to a positive attitude toward sports.

Youngsters compete in league play, USA Softball sanctioned invitational and Championship Play tournaments in both fast pitch and slow pitch. USA Softball conducts 51 prestigious Junior Olympic National

Championships each year.

USA Softball commissioners appoint youth commissioners to run individual Junior Olympic programs in cities and towns across the United States. Properly organized and planned programs can provide an enjoyable atmosphere and healthy attitude for youngsters wanting to play softball.

Once involved with the USA Softball Junior Olympic Program, youngsters will experience the thrill and excitement of competition that will last a lifetime.

PACIFIC COAST REGION 10 - USA SOFTBALL

Organizing and affiliating your league as a member of USA Softball makes you a vital part of the finest softball organization in the world. Your teams will enjoy the following benefits:

1. Unified and Uniform Eligibility Rules

All Pacific Coast Region 10 USA Softball teams are governed by the same eligibility rules, thus insuring your team and league fair competition with teams outside your league. The Pacific Coast Region 14 serves softball teams the same as the California Inter-Scholastic Federation (CIF) and the National Collegiate Athletic Association (NCAA) provide standard eligibility for high school and college teams.

2. Uniform Playing Rules

All USA Softball teams compete under the official softball rules as adopted by the USA Softball. Members are invited to contribute to the development of softball by submitting to their local commissioner any rules, changes or policy suggestions they may have.

3. Qualified Umpires

All USA Softball umpires must pass an annual written examination before receiving tournament assignments. It is also recommended that all umpires attend either a National or Regional School in order to be eligible for assignment to regional or national tournaments. By using USA Softball registered umpires exclusively in your league, you will assure it of having the best!

4. Guaranteed Amateur Eligibility

USA Softball is an allied member of the Amateur Athletic Union (AAU) and member of the U.S. Olympic Committee. The association adheres to regulations that will guarantee the amateur status of its players. This is extremely important to young players who have high school and college eligibility remaining.

5. Protest Arbitration

The Pacific Coast Region 10 will assist in the settlement of any protests between members, upon request. The Regional Director, Regional JO Commissioner or Regional Umpire-in-Chief will make rulings.

6. Invitational Tournaments

USA Softball sanctions invitational tournaments which are open to all USA Softball registered teams. These tournaments are conducted under USA Softball playing and eligibility rules to insure fair standards

for all competing teams.

7. Publications

Each registered team's manager will receive the official USA Softball Rule Book. Training videos, booklets, and manuals are available through the National Office. Please contact your local Junior Olympic Commissioner for details.

8. Insurance

Insurance can be obtained easily. Your local association will provide details upon request. Tournament/clinic, officers' and directors', and equipment insurance is also available upon request. Contact your local Junior Olympic Commissioner. By joining USA Softball your league/team is helping our association improve and promote the game. The future of softball for you and your league/team is dependent upon growth. HELP US HELP YOU! Registration can be obtained through your Junior Olympic Commissioner.

9. Championship Competition

USA Softball Pacific Coast Region 10 Olympic Program conducts tournament competition in four different classifications.

- The "Gold" program will qualify teams for advancement from Regional and National qualifying tournaments to the USA Softball National Championships.
- The "A" program will qualify teams for advancement to Regional, USA Softball Western National or USA Softball National Championships.
- The "B" program qualifies teams for advancement to Western National Championships.
- The "C" program qualifies teams for Pacific Coast Regional Championships.

USA SOFTBALL CLASSIFICATIONS

GOLD

Girl's Fast Pitch 18 & Under Gold
Girl's Fast Pitch 16 & Under Gold

CLASS A

Girl's Fast Pitch "A" 18 & Under
Girl's Fast Pitch "A" 16 & Under
Girl's Fast Pitch "A" 14 & Under
Girl's Fast Pitch "A" 12 & Under
Girl's Fast Pitch "A" 10 & Under

Girl's Slow Pitch "A" 18 & Under
Girl's Slow Pitch "A" 16 & Under
Girl's Slow Pitch "A" 14 & Under
Girl's Slow Pitch "A" 12 & Under
Girl's Slow Pitch "A" 10 & Under
Boy's Fast Pitch "A" 18 & Under
Boy's Fast Pitch "A" 15 & Under
Boy's Fast Pitch "A" 12 & Under

CLASS B

Girl's Fast Pitch "B" 18 & Under
Girl's Fast Pitch "B" 16 & Under
Girl's Fast Pitch "B" 14 & Under
Girl's Fast Pitch "B" 12 & Under
Girl's Fast Pitch "B" 10 & Under
Girl's Fast Pitch "B" 8 & Under

Girl's Slow Pitch "B" 18 & Under
Girl's Slow Pitch "B" 16 & Under
Girl's Slow Pitch "B" 14 & Under
Girl's Slow Pitch "B" 12 & Under
Girl's Slow Pitch "B" 10 & Under

CLASS C

Girl's Fast Pitch "C" 18 & Under
Girl's Fast Pitch "C" 16 & Under
Girl's Fast Pitch "C" 14 & Under
Girl's Fast Pitch "C" 12 & Under
Girl's Fast Pitch "C" 10 & Under

Girl's Slow Pitch "C" 18 & Under
Girl's Slow Pitch "C" 16 & Under
Girl's Slow Pitch "C" 14 & Under
Girl's Slow Pitch "C" 12 & Under
Girl's Slow Pitch "C" 10 & Under

WHAT IS AN ASSOCIATION?

The geographical area of the United States is divided into 10 regions. The Pacific Coast Region is made up of the states of California, Nevada, Hawaii and Arizona, which is divided into nine associations. Eligibility rules start with USA Softball National Codes. These are listed in the Official USA Softball Rule Book. The National rules that govern Championship Tournaments are very broad in scope; therefore the Pacific Coast Region clarifies these rules as they pertain to our Region. Regional rules may not conflict with National Codes. Associations, in turn, clarify Regional rules to better suit our situations. The Association rules may not conflict with Pacific Coast Regional Rules. It's very similar to our Federal, State, and Local system of government.

Each Association is represented by a Commissioner who acts as a liaison between their Association and the National Office of USA Softball.

The nine associations in the Pacific Coast Region are:

- Central California Association
- Greater San Joaquin Association
- Hawaii Association
- Nevada Association
- Northern California Association
- Sacramento Association
- San Francisco Association
- Southern California Association
- Arizona Association

RESPONSIBILITIES

Junior Olympic Commissioners:

- The local Junior Olympic Commissioner has ultimate responsibility to verify the classification and eligibility of all teams wishing to participate in any USA Softball event.
- The local Junior Olympic Commissioner retains the right to reclassify any of their teams based upon that team's performance in any tournament (s).

Team Manager:

- The manager is the team representative that must have control of their team at all times on and off the field.
- The manager is responsible to verify the team and player's eligibility to the best of their knowledge.
- The manager shall be prepared to provide proof of registration, insurance and age with photo identification at every tournament for each and every rostered player and must show proof of ACE Certification for at least one team staff member
- The manager of any team found to be in violation of these policies may be disqualified from participation in USA Softball play for one full year.

Recreational League President (or Chief Softball Administrator):

- The president/chief administrator is responsible to verify the league's player/team eligibility to the best of his/her ability.
- The president/chief administrator shall notify the local JO Commissioner or his/her representative of any possible infractions.

REGIONAL QUALIFYING

Each one of the nine Associations within Pacific Coast Region 10 are required to conduct Association tournaments to determine who will represent the Association at the next level of Championship Play. This requirement is established to insure a fair representation of our Region from every Association.

16 & Under and 18 & Under Class A teams may participate in any Gold National Qualifying event and then have the ability to return to the Class A level provided the team did not earn a berth at the Gold level. "Gold" qualifying is done through the National Qualifier process. Exception: The 18 & Under "Gold" program may add a Regional Qualifier. "Gold" qualifiers will be held throughout the country and each territory will host a minimum of two events. These events are open to any USA Softball team. All teams participating in a "Gold" qualifier will be eligible for their respective "A" Western Nationals. Teams failing to qualify "Gold" and those that passed on their respective Association Championships to participate in a "Gold" Qualifier, may enter the "A" Regional or National Qualifying event for the opportunity to earn a USA Softball berth in the "A" classification.

In the "A" program, each Association is permitted to send at least two teams to the Regional Championship Tournament. Exception: When a USA Softball is being hosted in Region 10, all teams participating in that respective age group are qualified. The top two teams from the Regional Tournament qualify for the USA Softball National Championships. ****New for 2018 – Any team may participate in Regional Events without the requirement to play in their local Association Championships.***

Teams that participate in their local Association "A" Championships, but do not qualify for Regionals or the USA Softball National Championships are eligible for the USA Softball Western "A" National Championships. However, those teams must notify their respective Association JO Commissioner immediately after the conclusion of their final game of their Associations Championships of their intention to advance to the USA Softball Western National Championships or the team will be deemed no longer in Championship Play, releasing the players to be pick-up players on teams still in Championship Play.

In the "B" program, the top two placements of each Association Tournament qualify directly for the Western "B" National Championship. Several Associations have additional direct berths. Please check with your Association's JO Commissioner.

In the "C" program, the top two finishers of each Association Tournament qualify directly for the "C" Regional Championship. Several Associations have additional direct berths. Please check with your Association's JO Commissioner.

2018 CHAMPIONSHIP PLAY EVENTS (dates and locations are subject to change)

Gold and “A” National Qualifiers		Host Association
Girl’s 16U &18U Gold Fastpitch		Roseville, CA
Girl’s 16U &18U Gold Fastpitch		SoCal
Girl’s 16U &18U Gold Fastpitch		Region 15
Girls “C” Fastpitch State Games		Host Association
Girl’s 8U - 12U “C” Fastpitch		San Diego, CA
Girls “A” Fastpitch Western National Championships		Host City/State
Girl’s 18U “A” Fastpitch		Granstville, UT
Girl’s 16U “A” Fastpitch		Roseville, CA
Girl’s 14U “A” Fastpitch		Medford, OR
Girl’s 12U “A” Fastpitch		Salinas, CA
Girl’s 10U “A” Fastpitch		Salinas, CA
Girls “B” Fastpitch Western National Championships		Host City/State
Girl’s 18U “B” Fastpitch		Medford, OR
Girl’s 16U “B” Fastpitch		Medford, OR
Girl’s 14U “B” Fastpitch		Roseville, CA
Girl’s 12U “B” Fastpitch		Portland, OR
Girl’s 10U “B” Fastpitch		Region 13
Girls “A” USA Softball National Championship Finals		Host City/State
Girl’s 18U Gold Fastpitch		Plano, TX
Girl’s 16U Gold Fastpitch		Plano, TX
Girl’s 18U “A” Fastpitch		Salem, VA
Girl’s 16U “A” Fastpitch		Kent, WA
Girl’s 14U “A” Fastpitch		Bowling Green, KY
Girl’s 12U “A” Fastpitch		Spartanburg, SC
Girl’s 10U “A” Fastpitch		Montgomery, AL

CODE OF CONDUCT

In any sports organization, there must be rules and regulations to insure fair and equitable competition. The National USA Softball Championship Softball Program provides regulations, known as “Codes” that will be respected and followed by all members. In addition to the National Codes, Pacific Coast Region 10 and the local Associations may establish rules and regulations. These rules and regulations shall supplement the National Codes. They shall serve and protect member teams and players in situations that are unique to our area and further define the codes where necessary. Standards of conduct are part of the National Codes and Pacific Coast Region 10 Rules and Regulations. As a member of USA Softball, every member shall respect these standards. No manager, coach, player, or other individual(s) affiliated with the team shall commit any of the following:

1. **Unsportsmanlike conduct** or any derogatory acts on or off the playing field.
2. **Verbal or physical attack** or threat upon an USA Softball official or umpire.
3. **Recruitment of a player** while he/she is a member of another USA Softball team during the season. No coach, manager, player, or other individual (s) affiliated with the team shall entice a player to change teams until that player’s team has completed Championship Play.
4. **Destruction of property** belonging to another. If an infraction occurs during a Championship Tournament, the team may be ineligible for further championship play. Penalty is suspension from USA Softball tournament competition and payment for damages must be made before team is eligible. If flagrant, a minimum of one (1) year disqualification may be imposed.
5. **Debts owed:** Non-payment of team-incurred debts owed to the Associations or the Pacific Coast Region. Any other indebtedness is governed by local association.
6. **Failure** to provide an itemized and accurate financial statement to players or parent.
7. **Non-sufficient funds:** Writing checks with non-sufficient funds or account closed checks to a USA Softball official, umpire, member team or individual. Penalty is restitution plus any additional charges. If payment is not made, responsible party is suspended until restitution.
8. **Commission of fraud or larceny** perpetrated against a USA Softball official or USA Member.
9. **Falsifying an official USA Softball document:** Playing under an assumed name or falsifying an official USA Softball document. Penalty: If discovered while participating in a Championship Tournament, forfeiture of game(s), possible team or player removal from tournament and/or suspension of individual at fault.
10. **USA Softball logos or trademarks:** Use of any USA Softball logos or trademarks without expressed permission.
11. **Commission of any acts** that are contrary to the objectives and purposes of USA Softball.
12. **Acts of disqualification:** Any other acts of disqualification as listed in USA Softball Code Article 305. Penalties for violation of the Pacific Coast Region “Code of Conduct” or any other USA Softball Code violation (s) listed in the USA Softball Code will be determined by the Association Commissioner or his/her designee. A hearing will follow the procedures outlined in USA Softball Code Article 305B – 305E.

JUNIOR OLYMPIC AGE QUALIFICATIONS

A player’s age as of December 31 determines the age in which the player is eligible to play the following year.

8-Under Age Classification. A player born after December 31, **2009** is ELIGIBLE.

10-Under Age Classification. A player born after December 31, **2007** is ELIGIBLE.

12-Under Age Classification. A player born after December 31, **2005** is ELIGIBLE.

14-Under Age Classification. A player born after December 31, **2003** is ELIGIBLE.

16-Under Age Classification. A player born after December 31, **2001** is ELIGIBLE.

18-Under Age Classification. A player born after December 31, **1999** is ELIGIBLE (includes JO Gold)

Players of younger age classification may play in older age classifications, but an older age classification player may not play in the younger age classification.

For the 2018 Junior Olympic playing season, use the chart below to determine Junior Olympic Age Qualifications. “E” indicates the player is eligible for the respective age group(s).

AGE GROUP	18	16	14	12	10	8
YEAR OF BIRTH						
1999	E					
2000	E					
2001	E	E				
2002	E	E				
2003	E	E	E			
2004	E	E	E			
2005	E	E	E	E		
2006	E	E	E	E		
2007	E	E	E	E	E	
2008	E	E	E	E	E	
2009	E	E	E	E	E	E
2010-2018	E	E	E	E	E	E

CHAMPIONSHIP PLAY

Championship Play is a tournament or competition from which the winner or the winner and other selected teams may advance to higher levels of play of USA Softball (see Article 508, Levels of Championship Play). The following events are considered Championship Play:

- Local Association Championships (including District or County Championships)
- Regional Championships
- Area Championships
- National Qualifiers
- Territorial Qualifying Tournaments
- Hall of Fame Qualifying Tournaments
- Hall of Fame Tournaments
- National Tournaments
- National Championship Finals

ROSTERS

Teams must compete with the same roster in all Championship Play, except teams are allowed to pick up three players when advancing in Championship Play.

1. Number of Players

A maximum of 20 players, including pick-up players, in fast pitch and slow pitch will be permitted on a team roster.

2. Roster Deadline

- The roster deadline for Championship Play is 24 hours prior to the start of Championship Play. Each Association may set an earlier deadline date. Check with your JO Commissioner.
- Once a team has competed in any championship event, the participating players are frozen to that roster and may not compete with another team until the original team is no longer eligible for Championship Play. If a player leaves a team after Championship Play participation, they may not join another team until the original team is no longer eligible for Championship Play *unless a Player Release Form has been approved by the Commissioner and/or his/her designee.*
- Once a team qualifies and accepts the berth, that team's roster is then frozen and the only way additional players can be added to the team is on a Pick-Up Player Form.

3. Junior Olympic Rosters

Players may participate in more than one Junior Olympic Division (Girls Fast or Slow pitch) of play, but are limited to only one classification (A, B or C and 10, 12, 14, 16, 18) within a division of play (USA Softball Code Article 301).

- A player may participate as a regular rostered player on only one team within a division in championship play during a season.

- Electing to Participate. Once electing to participate in championship play on a team registered in a local association, the player may not play in the same division in any other local association during the current year.

GENERAL RULES FOR PICK-UP PLAYERS

Fast pitch and slow pitch teams are permitted to pick-up three players per Article 303 as follows:

1. The team adding pick-up players must select eligible roster members from USA Softball registered teams
2. Pick-up players must have played for a USA Softball-registered team during the current season. EXCEPTION: Senior Slow Pitch.
3. Pick-up players must be selected only from USA Softball registered teams no longer eligible for championship play. EXCEPTION: A player that has been released from a team's championship roster prior in accordance with the Player Release form.
4. Pick-up players must be from the team's same or lower classification. EXCEPTION: Players who are age eligible may be picked up by a lower age classification team. CLARIFICATION: In Junior Olympic play there are two types of classification, one type of classification is Gold, Class A and Class B; the other type of classification is age classification, 18-Under, 16-Under, 14-Under, 12-Under and 10-Under. Therefore, as an example, a player who has competed on a Junior Olympic Girls' Fast Pitch 16-Under team is an eligible pick-up player for any team below the 16-Under age classification if she meets that age classification criteria. Another example, once a player participates on a Class A team, she is not eligible to participate in Class B even if moving up in the age classification.
5. Players (Adult and Junior Olympics) whose teams have qualified to compete in the highest level tournaments within a classification shall not be eligible pick-up players. CLARIFICATION: A player who has competed in any Junior Olympic Girls' Fast Pitch National Championship Finals is not an eligible pick-up player for any other Junior Olympic Girls' National Championship Finals.
6. No player may be picked up for National Qualifiers, Junior Olympic Hall of Fame Tournaments or National Gold Qualifying tournaments.
7. In Junior Olympic divisions of play, a pick-up player may not be substituted for after participation.
8. A player may play as a pick-up player with only one team other than their rostered USA Softball registered team within a division in a season.
9. Teams adding pick-up players must submit a completed official USA Softball pick-up player form attached to the official roster before the team plays in the

PLAYER ELIGIBILITY

1. A player may play in any Association during the current year.
2. Once electing to participate in Championship Play on a team registered in an Association, the player may not play in the same division in any other Association during the current year. Exception: Transfer of Employment (Article 501E) and pick-up players (Article 503 A1).
3. A player may participate as a regular rostered player on only one team within a division in

Championship Play during a season.

4. Protest of player eligibility can be made or appealed at any time. Eligibility protests cannot be waived by local notice.
5. Player Identification: Proof of Age. A Junior Olympic player must provide proof of age in Junior Olympic divisions (see USA Softball Code Article 301 D 04)
6. Junior Olympic Gold 18u Fast Pitch teams may not participate in any classification less than 18u Gold.
7. Players of younger age classification may play in older age classifications, but an older age classification player may not play in the younger age classification.
8. Teams participating in “B” Championship Play must fulfill all sections of the USA Softball Code pertaining to Championship Play to the same extent as teams participating in “A” or “Gold” Championship events.
9. Teams participating in “C” Championship Play must fulfill those sections of the Pacific Coast Region 10 Policies and Procedures pertaining to Championship Play.

TRAVEL TEAMS – CLASS A and GOLD

1. Purpose

The purpose of a USA Softball Class A/Gold Program is to provide competitive tournament system designed to develop softball players to build their skills and excel at their highest desired level of competition.

2. Eligibility

Class A and A-II Teams must conform to the following definitions:

- a. A team must register with the local association in which the greatest numbers of its players reside, and this number must be retained for the remainder of the season.
- b. A player may play in any Association during the calendar year.
- c. A player may participate as a regular rostered player on only one team.
- d. USA Softball offers Class A and A-II divisions for 10 & Under, 12 & Under, 14 & Under, 16 & Under, 18 & Under or a modified version thereof approved by the local USA Softball Association.
- e. All players and team staff on the team must be USA Softball registered.
- f. All team staff on the team must be USA Softball background checked.
- g. The Manager shall testify to all eligibility and responsibility requirements as outlined in this document.

3. Classification

All teams in the Travel Program will follow the classification procedures as outlined below.

- a. All teams in the travel program are classified as A or A-II teams.
- b. USA Softball offers Gold divisions for the 16 & Under and 18 & Under divisions and teams must qualify for Gold by qualifying through one of the qualifying tournaments.

4. Participation

Teams must conform to the following participation requirements in order to remain eligible for the A Program.

- a. Teams may participate in any USA Softball Sanctioned A Tournament.
- b. Teams may participate in any USA Softball Sanctioned Gold Tournament.
- c. Teams may participate in any other Association Sanctioned Tournament.
- d. Teams may not participate in USA Softball Sanctioned B or C Tournaments.

5. Championship Play

Teams may choose to enter Championship Play to represent their team with the intent to move forward to the next level of competition if so qualified.

- a. Teams are eligible to participate in the A Association Championships or State Tournament (as determined by your local USA Softball Association). Teams finishing in a qualifying position will advance to one of the following:
 - USA Softball National Championship Finals
 - USA Softball Western National Championships
 - USA Softball Regional Championship
- b. Teams are eligible to participate in National Qualifying tournaments to earn a spot to Nationals outside their local qualifying process. Teams finishing in a qualifying position will advance to the USA Softball Nationals. Note: Pick-Up players are not allowed for National Qualifiers.
- c. Teams are eligible to participate in Gold Qualifying tournaments to earn a Gold designation/berth. Teams finishing in a qualifying position will advance to the USA Softball Gold Nationals.
- d. Teams attending Regionals, Western Nationals or Nationals are allowed three pick-up players as defined by the USA Softball Code (see Pick-Up Player Section)

RECREATIONAL LEAGUE

1. Purpose

The purpose of a USA Softball Recreational League is to provide a local community with an organized softball program open to any interested player. This is a recreation based program designed to encourage participation and provide an introductory level to the game of softball.

2. Eligibility

Recreational leagues must conform to the following definitions:

- a. An organized league with defined and approved boundaries where participation is open to any interested youth.
- b. Leagues must use a draft, draw or other acceptable and approved method to ensure a distribution of talent among all the teams within the league.
- c. League offers playing divisions for 6 & Under, 8 & Under, 10 & Under, 12 & Under, 14 & Under, 16 & Under, 18 & Under or a modified version thereof approved by the local USA

Softball Association.

- d. Leagues include a minimum of 4 teams within the same age classification or must be approved by the local USA Softball Association.
- e. All players and team staff in the league must be USA Softball registered.
- f. All team staff in the league must be USA Softball Background checked.
- g. The League President shall testify to all eligibility and responsibility requirements as outlined in this document.

SELECT PROGRAM (CLASS B)

1. Purpose

The purpose of the Select (Class B) Program is to establish an opportunity for teams to play competitive softball while remaining with their recreational league. The Select program is still a recreation based program and must be managed by an approved Recreational league.

2. Eligibility

Teams must conform to ALL of the following definitions of eligibility in order to be eligible.

- a. The team must be approved by and represent an approved single Recreational League.
- b. The team must have some form of try-outs or demonstration of skill that is announced to the entire league membership.
- c. All players must live in the approved boundaries of the Recreational League.
- d. ***Any league player that participates with any other team outside of their recreational league OR Select team after March 31st forfeits their eligibility for Select. Players can appeal their eligibility to the JO Commissioner.***
- e. The team must represent a specific age division of 10 & Under, 12 & Under, or 14 & Under.
- f. In the 14 & Under division, non-varsity high school players are eligible to return to the league that they participated in during the previous calendar year ONLY if no existing league player is removed from the team.
- g. The team must follow all requirements outlines in the PARTICIPATION portion of this document.

3. Classification

All teams in the Select Program will be classified as USA Softball B teams regardless of league size. ***B teams cannot be re-classified down to the All-Star C program. Reclassification of individual players participating in the Select program can be appealed to the JO Commissioner.*** NOTE: If a league opts out of the Select Program, they may be reclassified if that league registered more than 4 teams in that age group, or at any time, at the discretion of the JO Commissioner.

4. Participation

Teams must conform to the following participation requirements in order to remain eligible for the Select Program.

- a. Teams may participate in any USA Softball Sanctioned B Tournament.
- b. Teams may participate in any USA Softball Sanctioned A Tournament with the risk of being

re-classified.

5. Championship Play

Teams may choose to enter Championship Play to represent their League with the intent to move forward to the next level of competition if so qualified.

- a. Teams are eligible to participate in the B Association Championships or State Tournament (as determined by your local USA Softball Association). Teams finishing in a qualifying position will advance to the Class B Western National Championship.
- b. Teams attending the Class B Western National Championship are allowed 3 pick-up players as defined by the USA Softball Code (see Pick-Up Player Section).

ALL-STAR PROGRAM (CLASS B or C)

1. Purpose

The purpose of the All-Star Program is to provide an opportunity for the League to designate stand-out players to represent their league in a summer tournament program.

2. Eligibility

All-Star teams must conform to the following definitions of eligibility in order to be eligible for the All-Star Program.

- a. The team must be approved by and represent an approved single Recreational League OR follow the guidelines as needed for the Interleague All-Stars (see below).
- b. The team must select players through an approved All-Star selection process as defined in the league's operating policies and approved by the local USA Softball Association.
- c. The team must represent a specific age division including 8 & Under, 10 & Under, 12 & Under, 14 & Under.
- d. All players must live in the approved boundaries for the Recreational League.
- e. All players must have participated in the league the current calendar year.
- f. Any player that participates with any other team outside of the recreational league after March 31st forfeits their eligibility for All-Stars.
- g. The All-Star team shall not try-out, select, announce, practice, meet, or play together before **the last Saturday in April**.
- h. If the league selects a single league team, this team must meet the requirements above in which the league uses a fair distribution of talent.
- i. Non-varsity high school players are eligible to return to the league that they participated in during the previous calendar year. Teams may not have more than five (5) high school players on their roster. Varsity players are not eligible. Exception: May be appealed if there is no JV team.
- j. The team must follow all requirements outlined in the PARTICIPATION portion of this document.

3. Classification

All teams in the All-Star Program are classified as B/C teams. The JO Commissioner is responsible for re-classifying teams to the division in which they feel the team will be the most competitive.

4. Participation

Teams must conform to the following participation requirements in order to remain eligible for the All- Star program.

- a. Teams may participate in any USA Softball Sanctioned Class C All-Star Tournament.
- b. Teams may participate in any USA Softball Sanctioned A or B Tournament with the risk of being re-classified.

5. Championship Play

Teams may choose to enter Championship Play to represent their League with the intent to move forward to the next level of competition if so qualified.

- a. Teams are eligible to participate in the C Association Championships. Teams finishing in a qualifying position will advance to the C Regional.
- b. Teams attending the Class C Regional are eligible to pick-up 3 players out of the C Association Championship OR their original recreational league and approved by the local USA Softball Association.

INTERLEAGUE ALL-STAR PROGRAM

1. Purpose

The purpose of the Interleague All-Star Policy is to assist the small leagues that do not have enough willing players to create an All-Star team (Class C only) to compete in USA Softball's Championship Season.

2. Eligibility

Interleague All-Star teams must conform to the following definitions of eligibility in addition to the eligibility requirements for the All-Star Program as listed above.

- a. All interleague All-Star play is subject to sanctioning by the local USA Softball Association.
- b. Interleague teams must compete in an approved interleague schedule during the regular season to be eligible for interleague All-Stars.
- c. Eligible interleagues must have an open and announced selection process with participants recorded.
- d. Leagues participating in interleague play having sufficient players to form their own All-Star team cannot participate in interleague All-Stars. Exception: Players not making their home league's All-Star team may participate in interleague All-Stars only if the interleague team does not have enough players to form a team and only when ALL other players have been selected.

3. Classification

All teams in the Interleague All-Star Program must adhere to the classification guidelines of the

Region as outlined in the All-Star Classification section.

4. Participation

All teams in the Interleague All-Star Program must adhere to the participation guidelines of the Region as outlined in the All-Star Participation section.

5. Championship Play

All teams in the Interleague All-Star Program must adhere to the Championship Play guidelines of the Region as outlined in the All-Star Championship Play section.

RURAL TEAMS (remotely located teams)

1. Team Eligibility

- a. Includes 10 & Under, 12 & Under, 14 & Under, 16 & Under and 18 & Under age classifications,
- b. Team must be a currently registered with USA Softball.
- c. Players on the team must be residents of a single community/geographical area that is located a minimum of twenty-five (25) miles from the nearest USA Softball recreational league in which they are eligible to participate.

2. Player Eligibility

See General “B/C” Policies and Procedures.

3. Pick-up Players

Three (3) pick-up players must meet the same criteria that formed the team. Once qualified for National Championship Play, pick-up players may come from within their Association. Pick-up players may be selected only from teams that are no longer eligible for Championship Play.

4. Classification

All teams are initially classified as “B”.

HIGH SCHOOL AGE TEAMS (14 & Under, 16 & Under, 18 & Under “B”)

1. Purpose

The purpose of the High School Division is to provide competition and championship tournaments for players who are not of the Junior Olympic “A” caliber. It provides a post California Interscholastic Federation (CIF) summer program that addresses the needs of players who are of high school age and wish to increase their skill to benefit their league, their high school team, and themselves.

2. Team Eligibility

- a. Team rosters may include up to 20 players including pickup players.
- b. Teams may not tryout, practice or participate together before ***the last Saturday in April***.
- c. Individual players who participate on an A team after March 31st of the current season are not eligible to participate.
- d. Teams shall not have more than five players who have participated with any travel type team at any time after March 31st of the current year (not including a High School team).
- e. Teams are eligible to participate in Gold or A level invitational tournaments during the season, but may be reclassified by the Jr. Olympic Commissioner or designee based on their performance in these tournaments.
- f. Reclassified teams may appeal their reclassification to the Association's Junior Olympic Classification Committee.
- g. Teams that participate in A National Qualifying events will NOT be eligible to participate in High School Division Championship Tournaments.
- h. Teams competing in USA Softball Championship Play shall abide by the sections of the USA Softball Codes, Pacific Coast Region 10 and local Association guidelines pertaining to Championship Play.
- i. Three (3) pick-up players must meet the same criteria that formed the team. Once qualified for National Championship Play, pick-up players may come from within their Association. Pick-up players may be selected only from teams that are no longer eligible for Championship Play.

CHAMPIONSHIP TOURNAMENT RULES

USA Softball codes and playing rules will apply as outlined in the current official guide with the following exceptions:

1. Regional championship tournaments shall be a minimum of double elimination.
2. Teams having qualified for nationals may enter regional championships only if they forfeit their berth to nationals.
3. Player uniform requirements shall be enforced as listed in the USA Softball Code (Class A teams) or as allowed by the Pacific Coast Regional Guidelines (Class B teams).
4. Teams must check in with an USA Softball official 30 minutes prior to scheduled game time.
5. Game time is forfeit time. No grace period.
6. If tournament schedule is delayed, it shall be the responsibility of each manager to contact the USA Softball representative for possible game time and field location changes.
7. The team listed on top of the bracket shall occupy the third base dugout. Exception: A team playing in double header on the same field shall stay in the same dugout.
8. Home team shall be determined by a coin toss, at the time line-up cards are submitted.
9. Game balls will be supplied by the tournament officials and are the only ball allowed in the tournament. If violated, the pitcher and head coach will be disqualified from the game per Rule 1 of Definitions. If the violation occurs again, the team at fault will forfeit the game.
10. Infield practice allowed only as determined by tournament director.

11. Playing rule protests will be settled prior to the next pitch. Player eligibility protests shall be made in a timely manner and according to USA Softball Code and tournament ground rule.
12. A Run Rule shall be in effect according to USA Softball Code and Pacific Coast Region guidelines.
13. The Tie Breaker Rule shall be in effect according to Pacific Coast Region guidelines.
14. Time Limit Rule shall be in effect according to Pacific Coast Region guidelines.
15. Use of tobacco products is prohibited at Junior Olympic Tournaments.
16. No alcoholic beverages or illegal drugs are permitted on or near the fields, including bleachers and spectator areas.
17. Umpires (during games) and/or tournament officials shall have the responsibility of ejecting coaches, players, or spectators for abusive language or other acts that are contrary to the objectives and purposes of USA Softball. A warning for the first offense MAY be issued at the umpire's/officials discretion. The second offense by coaches or players shall result in ejection of the responsible individual(s) from the game. Second, and subsequent, offenses by a spectator shall result in ejection of the (1) head coach, (2) coaching staff, (3) players.

The Pacific Coast Region requires that every team obtain medical and liability insurance for the softball season.

USA Softball Code mandates that all Junior Olympic personnel assisting in the dugout must complete a USA Softball background check for the current year. The Pacific Coast Region requires that all team personnel will visibly display proof of USA Softball registration and the current year's background check during Pacific Region 10 Championship Play.

Because they have volunteered their time, many volunteer coaches never stop to think that they may be held legally liable for their actions in coaching. Coaches, even if they are volunteers, are responsible for the safety of the young people in their care. If proven negligent, coaches may be held liable for physical harm incurred by players in their charge.

For a very low premium, USA Softball Junior Olympic Teams may obtain \$250,000 excess accident insurance and a \$2,000,000 liability insurance policy that would cover each player, manager, coach or sponsor during games, practices, group travel to and from these events and others including tournaments and fund raising events, etc. Additional insured, such as field owners, may also be added to your liability insurance policy at no additional charge. Furthermore, if all teams within a league purchase the liability insurance, the interests of the league and all league officers are automatically covered at no additional cost.

While USA Softball does not require each team to obtain insurance as a requirement for membership, any team, organization or community volunteering their softball facilities for a USA Softball sponsored tournament or event may have their facilities covered by USA Softball's liability policy. See the local Junior Olympic Commissioner for additional details.

BENEFITS FROM BELONGING TO THE USA SOFTBALL

- Standardized playing rules. As governing body of softball in the United States, USA Softball is the official rule making body of softball.
- Each registered youth team receives a copy of the Official USA Softball Rule Book and USA Softball publications.
- Become eligible to participate in USA Softball team accident and liability insurance plans at a very competitive rate.
- Opportunity to participate in sanctioned invitational and championship tournaments. Currently, competition is held in 36 youth classifications on a national level.
- Player and team eligibility rules and regulations to insure uniform application throughout the nation.
- USA Softball provides, upon request, excellent youth coaching clinics, video tapes and other instructional material for associations at a very competitive rate.

ACE COACHING CERTIFICATION

USA Softball is proud to offer the ACE Coaching Certification Program. The ACE Coaching Certification Program is developed and designed to provide softball coaches of all levels from beginning to experienced veterans an opportunity to certify as a coach with a national softball organization.

As the National Governing Body of Softball, it USA Softball's responsibility to ensure that our coaches achieve a certain level of understanding of what their duties are as a coach of a youth softball team.

The ACE Certification Video and ACE Certification Manual are practical guides to the everyday situations you will encounter as a youth softball coach. After obtaining the ACE certification, you will be well prepared to coach a youth softball team.

Participation in the ACE Coaching Certification Program is mandatory for all teams. Please contact your local Junior Olympic Commissioner for further details.

THE ROLE OF THE USA SOFTBALL YOUTH SOFTBALL COACH

Most people used to think of a coach as someone who taught boys and girls to swing a bat, kick a ball or score a goal. Does a coach's responsibilities stop there? Do they not go much further? More and more people are coming to believe that the responsibilities do go much further. They realize that a coach also embodies strong qualities of leadership.

For too long, anyone who had a passing knowledge of a game was eligible to coach. Teaching game skills was the only end to work towards. But today, LEADERSHIP is even more important. A leader sees skills and games as important tools, as a means to a more lasting end. The coach is concerned with imparting wholesome attitudes and practices which will influence and direct girls and boys after they

no longer play a particular sport.

Young people with whom you come in contact are in the most formative period of their lives. Attitudes formed and habits molded now will be lasting. Whether these attitudes and habits will be good or bad rests to a large extent, upon you as a leader. Sports are a rich medium for influencing character, and its effect on young people will be in direct proportion to the quality of leadership you provide.

There unfortunately are situations when sportsmanship is at low ebb among players, coaches and spectators alike. A “win-at-any-cost” attitude prevails. We have all heard of incidents when visiting players have been threatened, and officials booed and even attacked as they step off the field. How often have you seen the “smart” coach take advantage of a weak rule, or jump screaming from the bench to protest every close decision? You as a coach and leader, more than any other individual, have the responsibility and authority to discourage such conduct. Your good example will do much to assist player and spectator appreciation for sporting ethics.

Of equal concern is the attention given the few athletes with exceptional ability to the neglect of the many that are not as skilled. If we agree to the basic assumption that sports are good for people, then we must make it possible for everyone to participate, irrespective of their skill level. The real leader is just as interested in the average player as in “star” athletes. And certainly, a major objective for the coach should be to enable every person to play a game from which enjoyment and a feeling of satisfaction can be derived.

In the heat of a close, hard-fought game, a player’s true self is going to show through. Life situations and game situations can be very similar. A leader who is really interested in helping the players will watch for these many incidents and take time to teach a lesson in a subtle manner. These “teachable” moments can be utilized to impart healthy character traits that will stick as indelible memories with each team member.

These added responsibilities may seem to be far removed from the old idea of coaching, they are not. Leadership and coaching cannot be separated. They must go hand in hand.

You, the coach, exert a tremendous influence. Players experience a natural feeling of “hero worship” toward you. They look to you for inspiration and guidance, and will inevitably follow your example. It’s your job to ensure that the example you set is a good one.

How do you measure up as a leader? Can you answer a “yes” to the following?

- Do you insist that your players play fairly?
- Do you encourage and promote good sportsmanship among players?
- Do you employ every available means to promote good sportsmanship among spectators?
- Do you set a good example of sportsmanship for others to follow by your conduct both on and off the field?
- Do you openly applaud a brilliant play of your opponent?

- Do you treat officials with respect?
- Do you lose a game with dignity?
- Do you always try to impart more than just game skills to your players?
- Do you give equal attention to the average players as well as to the stars?
- Do you exploit “teachable moments” to instill sound sporting attitudes and practices?
- Do you analyze yourself, your habits, practices and teaching methods regularly?
- If you had a young relative, would you be the person whom you would choose to lead him or her?

You, as a leader, can render a service to young people. It is not always an easy task. The challenge is great, yet the satisfaction derived is well worth the effort.

PREPARING YOUR TEAM FOR JUNIOR OLYMPIC TOURNAMENT PLAY

Sound defense, smart pitching, timely hitting, aggressive base running, a good draw, and a little luck are all important elements in the formula for winning tournament play. There is one other characteristic that almost without exception is common to all tournament winners; winning teams are mentally prepared both individually and as a team to compete and win at the tournament level.

Some teams that play well in their league never seem to perform as well in tournament play. In league play, teams come to the field, take batting practice, play one game, and then go home. Players know who they are playing, when they are playing, and where they are playing.

Tournament play is entirely different. You play, and then wait. You play again, and then wait again. Sometimes you play back-to-back games; at other times, games are separated by several hours. It is not uncommon to play a game in the morning, again in the afternoon, and then under the lights at night. You don't know who you are playing, or what field you will be on. Games run late, schedules become disrupted, and then sometimes with only a few minutes notice, you find out your next game is ready to start.

Better teams quickly learn that league and tournament play are quite different. An almost entirely different mental approach is required to be successful in tournaments. Good tournament teams have learned to overcome the distractions and focus in on each game, one game at a time.

Individually, players have learned to concentrate on their own game and to block out all distractions. This individual concentration carries over to the team level. It becomes contagious and infectious. It spreads throughout the team and everyone becomes dedicated to the collective goals of winning the tournament.

The following list of 14 points can help to mentally prepare a team for a Junior Olympic Tournament. It is a basic list of common sense suggestions that have worked successfully for a variety of winning teams. It could also work for your team.

1. Make sure you have all your equipment. Elementary as it sounds, this is a very important point. A simple thing like a batter without his favorite bat can shatter a player's confidence for an entire weekend. Make sure that you check to see that you have all your bats, balls, 1st baseman's gloves, uniforms, jackets, caps, etc. before you leave for the tournament.
2. If traveling, stay in the same hotel. This allows the team to travel together, and get psyched up together. It also allows the coach to keep track of everyone, especially when leaving for the fields in the morning or when doing a bed check at night.
3. If the tournament is local, get a motel room anyway. The cost split among 15-20 players is only a few dollars apiece. You then have a central meeting place, a place to shower, relax, change and generally add to the fun of the weekend.
4. Encourage family and friends to attend and even travel to the tournament. The more cheerleaders you have, the more pumped-up your team generally is. Spouses, boyfriends, and girlfriends are less likely to hassle the ballplayer about spending "another" entire weekend playing softball if they feel welcome to participate and party with the team themselves.
5. Scout out the tournament site ahead of time. If the tournament is local, make sure the team knows as much as possible about the fields to be used: good or bad, fence or no fence, skinned or grass infield, etc. If traveling, try to take the team to the tournament site the day before the tournament begins, usually Friday afternoon or evening. If they at least know what type of fields they will be playing on, that means one less distraction the next day.
6. Gather your team 1-2 hours before your first game. Maybe even have a light breakfast together. Find a local ballfield near the tournament site and take some light batting practice, 25-30 swings each. Don't work too hard, just loosen up.
7. Get everyone to the tournament site 1 hour before your first game is scheduled to start. The last thing your team needs is the distraction of looking for the pitcher, clean-up hitter, or a carload of outfielders minutes before the game is supposed to start.
8. No surprises. Rarely does a team go into a tournament complete. Usually someone can't make it; you pick some up, or both of these. This usually causes a change in batting order or defensive positions for the tournament weekend. Softball players generally have delicate egos and don't like surprises. If they find someone batting in their spot or playing their position, they don't like it. It has a negative effect on their concentration and the last thing a team needs is a player stewing on the bench or complaining to his teammates. If changes are necessary, review them ahead of time with the players involved. Let them know what is happening, why it is happening, and get them to support the change.
9. After your first game is over, gather your team near the centrally posted tournament bracket.

Make certain all your players know how to read the bracket. Before anyone leaves, make certain everyone understands the time of the next game, where it is, and, if possible, who you are playing. Everyone should be back at the field one hour before the scheduled starting time. Once again, your team cannot afford the distraction of some players arriving late, or even worse, not arriving at all.

10. Get everyone out of the sun. Warm weather and hot sun can hurt your team, more than injuries to your key players. Needless exposure to the sun can sap a team's strength and weaken their ability to concentrate on their game. If you have minimal time between games, let your players grab a soda and hot dog, and then gather in a shaded area somewhere. If you have several hours between games, go back to the motel, swim in the pool, watch TV, and generally relax.
11. Scout your opponents. Sometimes it is worthwhile for the coach and perhaps a few players to spend some time between games observing those teams you might play over the course of the weekend. Defensive strengths and weaknesses, who hits the ball with power, who has the best arms in the outfield, how they run the bases, and individual player batting tendencies can all provide valuable insights.
12. End of the first day. If you are still playing at the end of the first day, particularly if you are still in the Winner's Bracket, you have cause to celebrate ... but not too much. Sunday is always the toughest day. The teams that are left are the best and, if you get knocked into the Loser's Bracket, it's a tough battle to win in the tournament. Make sure your team knows where and when Sunday's first game is to be played and what pre-game routine will be followed. Usually it is best to follow what you successfully did on Saturday. Make certain that everyone gets a good night's sleep in preparation for the next day. An 11:00 p.m. curfew should satisfy everyone.
13. One team from the Loser's Bracket goes into the finals.... it may as well be your team. Don't make the mistake of assuming that because you lost a game the tournament is over. You are not out of it until you have lost 2 games. If you go into the finals and beat the undefeated team, everything is even up. Better yet, you are on a high coming off a win while they are down, coming off a loss. Every weekend, teams come out of the Loser's Bracket to win tournaments.
14. Get pumped-up. Quiet teams don't win tournaments. Teams that yell, hoot and holler, and get their adrenelines up win tournaments. But they do it the right way. They holler encouragement to each other, they get one another psyched-up and pick each other up when they are down. They don't insult the other team, belittle them, or call them names. That has a tendency to get the opposing teams mad and bring out the best in them. Winning teams know how not to bring out the best in an opponent.

These 14 points, along with sound softball, a good draw, and a little luck are the keys to winning tournaments. None of these points by themselves are earth-shattering news. However, winning teams follow them, at least most of them, every weekend of the softball season. The mental aspect of tournament preparation is every bit as important as physical execution during a game, and these 14

points could be the difference between a trip to the finals or an early trip home.

ORGANIZING A TEAM

Coach

Unless you have had previous experience, you may have difficulty in appreciating the planning involved in organizing and running a team. The wise coach will get a responsible manager to help. Choose your manager on the basis of dependability, interest and character.

Manager's Duties

- Work in close cooperation with the coach and assist whenever and wherever possible.
- Don't wait to be told. Anticipate needs.
- Look after eligibility forms. Get birth certificates when needed.
- Be responsible for all equipment. Keep it in good condition. Have it readily available.
- See that the diamond is kept in playing condition (weeded, lined, etc.). See that the schedule is posted and all players know about practice, including dates, times and locations.
- Be sure that players are on time for practice and games.
- Keep club records and charts.
- Post information gathered from charts kept.
- Arrange for transportation when needed.
- Handle team funds on trips.
- Stay in touch with league executives
- At the game, check lineups.
- Find out ground rules, if any.

Assistants

An ex-player may be available. Pick someone who is reliable, enthusiastic, competent and of good character.

- Be sure to take him or her into your confidence.
- Bring the assistant in on your long-range program.
- Meet for a few minutes before each practice to run over the day's program.
- Give encouragement and praise whenever deserved, especially publicly.

COACHING

1. Putting Across Your Ideas - stick to fundamentals
 - Plan your practices.
 - Have a long-range goal. Keep it in sight as you plan.
 - Whenever possible, give individual attention.
 - Try to encourage players to practice on their own once you have shown them a skill and corrected their mistakes.

- Progress only as fast as the players can absorb it.
 - Interject new skills and drills to dress up the fundamentals.
 - Keep charts.
 - Be patient.
 - Follow these steps when teaching:
 - Explain and demonstrate
 - Have players perform the skill
 - Correct faults
 - Repeat correct form; getting players to practice fundamentals
 - Introduce novel and interesting games, skills and drills when teaching fundamentals.
 - Make your drills competitive. Change the drill or fundamental before interest lags.
 - Show enthusiasm and genuine interest yourself.
 - Have players “buddy up” and work together after practice, correcting and assisting each other. It not only eases your burden, but makes players stop and think about what they are doing. This may be used extensively and successfully from novice to senior level.
2. Understanding Your Players
- No two are exactly alike. Adjust your methods and techniques to fit their differences.
 - Get to know each player as an individual. Your job does not end when you leave the diamond.
 - Be patient and sympathetic to a player’s limitation.
 - Get the team together occasionally on a social basis.
 - Go as a team to see the best softball games possible and discuss them.
 - Trips away from the home town can be memorable experiences for players and teams.
 - You must gain a player’s confidence before he or she will respond to your teaching and leadership.
 - Remember how you felt, thought and acted as a girl or boy.
3. Creating and Maintaining Team Spirit
- Confidence on a large measure determines morale.
 - Every player must be in top condition all season.
 - Players must strive to master the fundamentals until they become automatic.
 - Let the players know that you have confidence in them.
 - A sense of humor among players is indispensable.
 - Keep the diamond in A-1 condition.
 - Try to take some trips, if only to the next town.
 - Be sure that the competition is neither far below nor far above the level of team.
 - Work towards “crucial games” and “rival games”.
 - Build up a natural, healthy rivalry with other teams.
 - Play well as a team, regardless of the outcome.
4. How To Do A Better Job of Coaching
- Enthusiasm, patience and genuine desire to know and to help girls and boys is essential.
 - Constant self-analysis of your coaching methods and techniques is necessary.

- Search constantly for new and better methods and techniques.
- Attend coaching refresher courses.
- Talk to other coaches and read authoritative material on your sport.

5. Teaching Game Fundamentals

Whether your team plays “pee-wee” or “senior” softball, the basic skills do not change. The most important factor is to teach the RIGHT TECHNIQUE EARLY. Then constant repetition of the right way will eventually make its execution automatic.

A few tips on teaching game fundamentals:

- Break down each skill into its parts. It is easier to teach and learn when presented in this manner.
- Use games, skill and competitive drills to put across fundamentals.
- Be patient, praise improvement but don't be satisfied with anything less than perfection.
- Analyze each fundamental game skill.
- Evaluate your teaching methods and techniques constantly.
- In all drills insist upon good form. Don't let them get sloppy and careless. Stop to check all errors.
- Time is always too short. Once you have taught the proper techniques, pair the players off, so that they may practice together.

ORGANIZING A TOURNAMENT

After attending a USA Softball Association, Regional or National Championship Tournament, local organizations may wish to host a similar tournament at a later date. The following has been included to assist local organizations in arranging such events. USA Softball Association Commissioners are available for assistance. Please feel free to use their experience in order to have a successful tournament.

1. Select A Date

The decision to sponsor a tournament should be made several months before the date is chosen. Other tournament dates such as the USA Softball Association Regional and National Tournaments should be considered as to how many teams this would take from the play of the tournament. Weather is also a factor in selecting a date.

2. Size of Tournament

The size of the tournament may be decided by the number of fields available for use. If lights are available, then a larger field of teams can be considered. Other important factors are whether to play on Friday evening and the distance visiting teams would be required to travel. Always consider having an extra field in reserve.

3. USA Softball Sanction

USA Softball sanctions for the tournament are available from the Association Commissioner or the Junior Olympic Commissioner.

4. Tournament Director
Select someone with experience in tournaments to act as the Tournament Director. He/she will be responsible for the complete tournament and arranging for umpires.
5. Umpires
Immediately after selecting the date for the tournament, contact the local umpire association to confirm the date and the availability of umpires for the tournament.
6. Tournament Fee
It is customary to charge a tournament entry fee. The cost of umpires, balls, trophies, etc. should be considered when determining the fee to be charged each team.
7. Motels
Contact local motels and request a special reduced rate for teams traveling any distance. Obtain motel brochures for mailing to the various teams.
8. Tournament Rules
Rules for the tournament must be decided prior to the tournament and must be strictly adhered to during the play of the tournament. Use the USA Softball Tournament Rules as a guide and decide what would be best for the particular tournament: Open Roster or closed, single elimination or double, etc. Be sure that all teams are aware of all of the tournament rules prior to the play of the tournament. **Also make all teams aware of any facility rules such as: no dogs, sunflower seeds or overnight parking allowed.** No teams like to learn of surprise rules after the tournament has begun.
9. Team Insurance
Team insurance is highly recommended. Teams should carry some form of liability insurance. Accidents happen.
10. Tournament Awards
Determine the awards to be presented to winners, etc. Here again, be sure to inform the teams prior to the start of the tournament. Teams do not again like to hear of a change of prizes after the tournament has begun.
11. Rest Rooms
All tournaments should have restroom facilities at the field or nearby. Teams should be advised on the location of these facilities. Proper number of restrooms, particularly female restrooms, should be considered.
12. Tournament Packet

Each team should be sent a package containing their bracket draw, tournament ground rules, maps of field locations, restaurants, and any other pertinent information.

13. Tournament Draw

When possible, an open draw should be held to determine positioning within the bracket. Bracket books are available for purchase from the USA Softball National Office.

14. Softballs

Purchase two new balls for fast pitch and one for slow pitch for each contest to be played. A used ball from a previous game may be used as a second or third ball. Some tournaments require each team to supply balls as a part of the entry fee. If this is to be the case, be sure to specify the type and brand of balls as balls do differ and will lead to difficulties if the exact type is not specified.

15. Equipment

Several days prior to the tournament, equipment should be checked: Home plate, pitching rubber and distance, bases, field, base pegs and distance. Remember, regulation equipment must be used in order to avoid arguments.

16. Emergency Phone Numbers

Post next to available phones the number for the ambulance, police and tournament director. If a packet is given to each manager as recommended earlier, these numbers should be included therein.

17. Field Help

Several weeks prior to the tournament, arrange for a field crew to work each field. Fields must be relined, etc. between games. Verify their availability a day or two before the tournament.

18. Refreshment Stand

A well-stocked refreshment stand can prove invaluable as a means of raising funds for the local, sponsoring organization. Let the teams know it will be available.