



GVBA Summer Baseball Guidelines

Manager/Coach Selections

- Certification Criteria for each division in order to manage or coach a team at the Provincials

9.01 (A) Coaches and Managers Certification

LEVEL	Initiation in Training	Initiation Trained	Regional Trained	Regional Certified	Provincial Trained	Provincial Certified
18U AAA					Other Coaches	Head Coach
18U AA			Other Coaches	Head Coach		
15U AAA					Other Coaches	Head Coach
15U AA			Other Coaches	Head Coach		
15U A		Other Coaches	Head Coach			
13U AAA			Other Coaches	Head Coach		
13U AA			Other Coaches	Head Coach		
13U A		Other Coaches	Head Coach			
11U (All)		Other Coaches	Head Coach			

- Training and NCCP certification opportunities will be offered on the Island and will be coordinated to ensure opportunities prior to the summer season. All certifications as set out above MUST be obtained by July 1. There are no exceptions or late courses after July 1.
- Our system is set up so that the Managers for each team are selected by the Division Coordinator at GVBA. If the Division coordinator feels that they are in conflict or are having difficulty with the Manager selection decision, GVBA will form a committee to review the applications and make that decision.
- Managers for each team are then responsible for selecting their coaching staff AFTER the assessments are completed and the teams have been formed.

- The process of selecting coaches after the teams are formed eliminates the possibility of a coach's daughter or son, who may not be qualified to play at a certain level, taking a spot from a player who may be.
- Manager/Coach application forms will be distributed to all GVBA coaches in that division with some notice to have it completed and returned by the deadline date set by the Division Coordinator. Any non GVBA coach candidate can contact the Division Coordinator to receive the application form. Application forms will also be available on the GVBA website.
- Timelines for application and selection of Managers are determined by the Division Coordinator. There may be different timelines established for different levels within the division.
- Managers select their own Assistant Coaches after the roster of players is selected. The Coaches will have previously submitted GVBA applications, unless the Division Coordinator and/or summer selection committee recommends a different course of action. In that case all parties will be notified and options discussed.
- Criminal record checks must occur at the park where the coaches are usually affiliated for the Spring season. Presidents must ensure that all of their coaches have valid CRCs. If a coach was not affiliated during the spring season it is his/her responsibility to provide a valid CRC to the Division Coordinator in a timely manner.
- Players may be shortlisted for teams before Managers are chosen to ensure that any parent Managers have qualified children.

Team Selection

Timelines

- AAA teams will always be selected first and early in the spring season. These could be as early as May 1 each year to start building the team chemistry and doing off-field activities like fundraising or ordering the season's uniforms.
- AA teams where applicable would then be selected.
- A teams are then filled out on an equal and balanced basis. These teams should not be selected until late May to allow as many as possible to consider summer ball.

Tryouts

- The Division Coordinator will send out notice of tryouts and the GVBA Summer Ball Commitment Letter. Players must pre-register by return email providing player name, year of birth, email contact and phone contact information.
- A tryout fee of \$20 per player for the base assessments will be paid by each member trying out. This will cover up to three assessment sessions and is a flow through cost to the Technical Director.

- Players arriving at the first assessment must have the signed GVBA Commitment Letter and the tryout fee made payable to the Greater Victoria Baseball Association (no short cuts) or cash.
- The number of tryout sessions required (often 2 of 3) will vary by division and will be posted on the GVBA website as soon as they are determined. GVBA parks will be used for these tryouts. These may be spread out amongst parks or hosted in one location as determined by the Divisional Coordinator.
- Players will wear GVBA issue numbered pinnies. Players will be identified on assessment sheets by this number only.
- All potential Managers should attend tryouts to see the players first hand.
- Assessment sheets are immediately handed over to the Division Coordinator after each assessment session..

Player Selection Process & Notification

- Each Division is slightly different. In Mosquito, the AAA T1 team is selected first followed by the all nine-year-old A team. The division will then select as many AAA T2 teams as there are capable players and coaches. In Peewee, the AAA team(s) is selected first followed by a AA team and then as many A teams as there are capable players and coaches. Bantam AA and A along with Midget AA will vary from year to year but would follow the same process.
- Whenever there is more than one team at the same level, they will be drafted as equal and balanced unless agreed to by the Division Coordinator and the GVBA President.
- The assessment data will be shared with the Manager of the highest team(s) in the division. This is confidential data and is not to be shared with anyone other than the team Manager and the Division Coordinator.
- Once the highest level roster has been confirmed the data for the remaining players only will be shared with the next Manager in line. Confirmed roster players are always removed before the data is sent to the next Manager to select a team.
- Those selected to a roster confirm themselves when they accept the opportunity. Remaining players will be notified by the Division Coordinator via email every time another roster is filled.
- Players not placed on any summer team in the end will be notified via email by the Division Coordinator.

Practices and Games During Spring Season

- Most divisions now have a black out day each week that start once the first summer teams in the division would be normally selected. Selected teams are then free to commence practicing on that one day a week.
- Teams are restricted to the one day a week until the GVBA spring season playoff season. Individual players cannot fully commit to their summer ball team until they have

been eliminated from GVBA spring season playoffs. Any situation contrary to this requires Division Coordinator and GVBA President approval.

- Exhibition games are not to be scheduled until after the GVBA playoff final for the division. Any situation contrary to this requires Division Coordinator and GVBA President approval.

Team Registration & Roster

- Must send roster of player full names, copy of birth certificates, addresses, coaches' full names, addresses, NCCP# to the GVBA Registrar by June 15th so that he can check everything and have the full roster ready for submission to BC (Minor) Baseball by July 1st.
- The GVBA Registrar and President will check the roster and once signed by the President it can be picked up by the team Manager or designate. This official roster is needed for Zones and Provincial play and must be presented at the coach's meeting.

GVBA Summer Ball Player Fees

What this Covers

- Team uniforms, team entry fees to island zones & provincials, affiliation fees for BC (Minor) Baseball, equipment costs, park host fees, miscellaneous costs and the Manager stipend
- Insurance at every BC (Minor) Baseball event and field
- Team photo (arranged by photographer and manager). This photo can be used for fundraising and will also need to be sent to the Provincial hosts for publication in the program.

Host Parks

- Team Managers will apply directly to the host park desired. Each host park will follow its own process for determining whether they wish to have a summer team play at their park. If there is to be more than one host park for the team, the team will need to figure out how to split the hosting fee.
- The host park fee is \$720. For this fee, the host association must provide practice space a minimum of two hours twice a week and home field space for weekend games as scheduled by the team. The host association must also provide umpires for up to six games, supplies for field preparation, line-up sheets, score sheets, a dozen new baseballs and a bucket of used balls.

Equipment & Uniforms

- GVBA supplies a bag with two sets of catcher protective equipment, some bats & a bat holder. GVBA does not supply catcher's gloves or baseballs. Managers must source their own catcher's gloves – likely through the host association.
- GVBA will determine a set budget figure each year to cover some of the uniform essentials. Typically this will be a hat, a pair of black socks, and a jersey allowance. The jersey allowance may cover one nice jersey or two cheaper models and will vary from year to year. All of these 'ordered' jerseys will have name and numbers as directed by the team. In addition, each team likely has one set of GVBA jerseys that are returned at the end of the summer season. All new jersey requests must be approved by the GVBA Summer Ball Uniform Coordinator. The uniform colours and standards are communicated to the local supplier by the GVBA Summer Ball Uniform Coordinator and must be adhered to.
- Specifications for uniforms and the sourcing of the same are the responsibility of the GVBA Summer Uniform Coordinator.
- There are to be no sponsorship advertising on any on-field ball uniform. Past rulings have said batting jackets or hoodies are OK as they are not worn on field for the games. Fence banners and the like are also ok to recognize your sponsors with.
- Each year, there may be a supplier secured to provide a complete line of Eagles 'fan-gear'. The Eagles logo'd products must incorporate registered Eagles logos. Select suppliers have these logos on file. If in doubt, please consult the GVBA Summer Ball Uniform Coordinator.

Team Names

- All GVBA summer ball teams are nicknamed the Eagles. Only when there is more than one team playing at the same level within a division will we need to add Red or Black. We will determine a third name when we have the luxury of three teams at the same level.

Budget, Banking & Fundraising

- GVBA Summer Ball Player Fees collected will pay those items discussed earlier. All other expenses such as additional tournament fees, extra clothing costs, travel costs and any other miscellaneous expenses are the responsibility of the individual teams.
- Each team must find a team Treasurer who will keep the team finances in order. An overall accounting of team activities should be available at any time and at the end of the season individual player accounts should be detailed to determine an amount due or a refund amount.
- It is difficult to open a non-profit bank account without formal society meeting minutes directing this. As a result teams may opt to have the Treasurer open another account against their personal account. This will be a short term account of 2-3 months only. Team player cheques can be written to the team Treasurer. If it is a fundraising cheque or a sponsorship cheque these can be written to the Greater Victoria Baseball Association (no short cuts) and a simple in and out with GVBA will be completed.
- Most teams will ask each player to deposit \$500 towards their player account to start the summer season. It is hoped that this will cover all expenses for that player and can be done if the team has a good fundraising focus.
- Each team is responsible for their own fundraising – as much or as little as desired by the team.
- Many fundraising raffles and things like 50/50 draws require a GVBA gaming license. Most gaming licenses will be submitted by the GVBA Treasurer or an alternative as directed by the GVBA Treasurer.

Team Score Keeper

- At the higher levels BC (Minor) Baseball is trying to standardize on a score keeping software package used on tablet computers so you may have no choice. For all other teams you want to find a head scorekeeper for your team and all of these people should be using a software package that will provide statistical data to the team Manager as requested. In almost all cases, this statistical information will not be made public but is a terrific tool for the Manager.

Team and GVBA Websites

- Teams are encouraged to try and find a team photographer and a webmaster who can create a team website. These are optional of course but nice to have.
- The GVBA Webmaster is always looking for content about your team so please provide if you want to see your team featured on the GVBA website.

Summer Season

- All summer teams are trying to get to the Provincial Championships typically held on the August Long Weekend. Some teams will play a complete exhibition season followed by direct access to Provincials or an Island Zone playoff first to qualify for Provincials. Others may be scheduled in a meaningful full season of league play to determine Provincial qualifiers.
- Most teams (particularly those not playing league play) will likely sign up for some weekend tournaments. Some of the more popular tournaments might be pre-booked well in advance of any summer ball activity by the Division Coordinator. If the fee is prepaid by GVBA the team will need to reimburse GVBA for same once they have money in the bank to cover this.
- Most teams will play in an Island Zone playoff to qualify for Provincials. The need for Zones will be determined by how many teams are on the Island and how many teams BC (Minor) Baseball is allowing into Provincials from the Island. Zones are typically held the weekend prior to Provincials. All of this detail is determined by BC (Minor) Baseball typically in early July.
- Fees for teams to participate in Island Zones are paid by GVBA (cheque provided to manager). If hosting an Island Zone, the host park will receive all team entry fees including the host team from GVBA. An official roster including photo copies of player birth certificates must be brought to the Island Zones along with the entry fee cheque to be eligible to compete.
- The location for Provincials is determined early in the calendar year and posted on the BC (Minor) Baseball website. Any GVBA park wishing to put in a host bid must do so at the start of the calendar year. All applications are processed through the GVBA board.
- GVBA pays Provincial tournament entry fees for all GVBA teams qualifying. An official roster including photo copies of player birth certificates must be brought to Provincials along with the entry fee cheque to be eligible to compete.
- Provincial Champions and Runner Ups in certain divisions may have the opportunity to move on to additional competition.

Rules for Each Division

- The Official Rules of Baseball (www.mlb.com) are the basis for all other rules. Familiarity with these rules is important for team managers and coaches.
- BC (Minor) Baseball has adapted some of the official baseball rules to suit the needs of younger players. Please go to: <http://bcminorbaseball.bcminorbaseball.org/> and select

“Rulebook” tab and download to your computer. These take precedence over the Official Rules of Baseball where differences are noted.

- GVBA ‘Universal House Rules’ are not applicable during the summer season.

ViaSport Funding & Eligibility

- For Provincial Tournaments only, ViaSport is a government funded organization that will grant teams the cost of the ferry for players and coaches. Funds can be limited, so apply early. <http://www.viasport.ca/grant-funding-programs> . BC Ferries application forms are available online at this website.

Conclusion

If in doubt or you are concerned about something not covered by this paper please contact the GVBA Division Coordinator for direction.

Remember, it is all about the kids!