

# Greater Victoria Baseball Association

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## Guide and Procedures for Summer Play



Created By:	Summer Baseball Coordinator
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## 1.0 Purpose

This document is a guide that outlines the procedures for managers, coaches, parents and players involved in summer play. It is a living document that will change as better practices are confirmed and as new information arises.

This guide is intended to help all of those associated with the GVBA short season teams on how to get your team going and what can and cannot be done with your teams.

This is a guide and may not include all of the necessary information for team. When in doubt managers and coaches should consult with their appropriate division coordinator who will then bring the matter to the Summer Ball Coordinator and either the GVBA President or Vice President for clarification. All of the short season summer teams are representatives of the Greater Victoria Baseball Association and therefore are required to abide by specific rules about summer play.

## 2.0 Definitions

**Summer Ball Coordinator** – The Summer Ball Coordinator is the over arching coordinator for the Division Coordinators when it comes to summer season teams. The Summer Coordinator ensures that the Division Coordinators have the correct information required for summer play teams and ensures that the messaging to all divisions is consistent to all teams involved in summer play.

**Division Coordinator** – The Division Coordinator is responsible for gathering the number of teams entering into a division for spring season play. Communicating this information to the master scheduler for spring schedules. They ensure the smooth operation of the spring season dealing with any issue that may arise. The Division Coordinator communicates the dates and information required for summer play. They communicate the call for managers and coaches and strike a panel to review the information submitted. They arrange the fields, allocators and packages required for summer team assessments. They communicate the collected information to the selected managers of the teams and then communicate player placement to the players. They assist the Summer Ball Coordinator in helping guide the teams through summer play.

**Definition of Pre Season Game** –No summer coach is to schedule any exhibition games until after the final day of the division's GVBA playoffs. The designated practice night are allowed to continue during GVBA playoffs, but if a player has a playoff game on the weekly scheduled practice day the playoff game will always

take precedent. All-star coaches are reminded that arm wear is higher during playoffs. For this reason pitching in practice is to be severely restricted until the playoff season is over.

### 3.0 Selection Process – Managers and Coaches

#### 3.1 Manager and Coach Certification Levels

All managers and coaches for summer play teams must hold specific certification levels. If you are interested in being a part of one of the GVBA teams as a summer manager or coach you must ensure that they have the appropriate NCCP certification levels for the division, prior to the season beginning. Training and NCCP certification opportunities will be offered on the island and will be coordinated to ensure opportunities exist prior to the presumption of summer play.

As per the BC Baseball Rule Book Rule 11 the table below outlines the certification levels required.

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			

(B) Apprentice Coaches

An Apprentice Coach is defined as a former or current player, 25 and under, from within any local association who has registered online with Baseball BC and begun training. He or she can serve only one year as an Apprentice and is required to achieve full status for the following season.

**(C) Any association entering a team in post season play without field staff meeting the above qualifications will be subject to a fine of \$200.00 for each coach not properly qualified.** This fine will double every time the coach is fined for repeat offences.

Coaches are required to affix the transcript of their NCCP coaching certification to their all-star or single season roster.

Teams traveling to a Western Canadian or National Championship must have the prescribed number of certified field staff as defined by the Western Canada Association or Canadian Federation of Amateur Baseball as appropriate. Failure to have this certification will result in B.C.B.A., in conference with the affected association, replacing non-certified field staff with certified field staff. This only affects 13U AAA and 15U AAA teams.

### **3.2 Manager and Coach Application Process**

Manager and Coach applications will be distributed via email to all GVBA coaches in the divisions via their Park Presidents. Information on when the applications are required to be returned will be set by the Summer Ball Coordinator to ensure a coordinated effort amongst all divisions. All applications will be returned to the appropriate division coordinator.

Manager selections will begin at the AAA level first, then AA then A teams unless the application specifically identifies the division they wish to be considered for below the AAA level. Managers for AA and A teams are not determined until after the team selection has occurred at the AAA level.

Players may be shortlisted before Managers are selected to ensure that any parent Manager has a qualified child in the appropriate division being applied for.

Managers **will select their own Assistant Coaches after the team rosters have been finalized.** The coaches who have been approved by the Division Coordinators and endorsed by the GVBA Board, names will be given to the managers to make their coaching staff selections from. The selection must come from those members who had submitted applications for review during the application process unless through conversation with the Division Coordinator and the Summer Ball Coordinator a different course of action is deemed more appropriate.

Any person who is not associated with a GVBA membership association can contact the Division Coordinator to receive the application form. The GVBA Board must then vote non-members into the association if their application is accepted for a position.

The application form will also be available on the GVBA website at <http://goo.gl/forms/GnCgxYczcL>

Criminal Record Checks must be completed by all persons associated with a team where the players are 18 years of age and under. This is done at the club level. All managers and coaches must provide proof that a CRC has been completed and submitted to their home association to the GVBA Secretary (Carol Osborne). This includes but is not limited to the Manager, Coaching staff, and any other person who is associated with the players in a managerial, educational, instructional or advocate capacity. As per Baseball BC rules, criminal record checks must be completed every year and are only valid for 1 calendar year (Rule 1.09 BC Baseball Rule Book).

Members of the coaching staff not affiliated with an association must complete a CRC application on-line at

- <https://justice.gov.bc.ca/eCRC/>
- Access Code: UL5FVAEUR7

## 4.0 Player and Team Selection

GVBA strives to have the summer teams selected as early as possible so that teams can jell as a cohesive unit and allow for early practicing to bring the team together. With Wednesday nights blocked for 11U and 13U as GVBA practice nights this gives these divisions a conduit to have tryouts early in the spring season as well as a dedicated practice night. At this time the schedules for 15U and 18U do not have as much flexibility to add in a practice night but a night will be investigate once the schedules are done to see what can be accommodated.

### 4.1 Timelines

The selection of the players for the GVBA top division teams will occur first. This will allow for team fundraising activities to occur earlier in the season. The table below outlines the timelines for the process. If there is more than one team in any A division the teams must be equal and balanced.

<b>Level</b>	<b>AAA</b>	<b>AA</b>	<b>A</b>
<b>11U Tier I</b>	April/May		
<b>11U</b>			May
<b>11U Tier II</b>	May/June		
<b>13U</b>	April/May	May	May/June
<b>15U</b>	Full Season	Full Season	April/May
<b>18U</b>	Full Season	May/June	

## 4.2 Tryouts

The Summer Ball Coordinator will work with the Division Coordinators to determine the tryout dates and locations prior to the beginning of the spring season so that the dates will be blocked off and marked in the scheduling calendars for all divisions. All division coordinators must abide by the dates set. No dates shall be changed unless agreed upon by the Summer Ball Coordinator and the Division Coordinators.

To ensure wide spread of the dates for tryouts the following procedures shall be followed

- Tryout dates and locations will be part of the master schedule. All associations are required to leave this information in when sending schedules to their teams and ensure that all managers and coaches of the spring league teams does the same
- Tryout dates will be posted on the GVBA Calendar of Events
- GVBA will request that all associations have a link to this page from their association sites
- Email notification via the GVBA Division Coordinators will go out to all Association Presidents or their designated Division Coordinators to be distributed to all of their members via their clubs email distribution lists
- The email notification will contain the following: A link to this document, the Summer Ball Commitment Letter, dates and location of tryouts, link to on-line registration form for registering for assessments, and notification of assessment fee

Below is a guideline as to when tryouts should occur for the various divisions involved in summer play. The actual dates will be confirmed by the Summer Ball Coordinator and the Division Coordinators during the winter off season each year and communicated to players at the beginning of the spring season each year.

13U AAA tryouts should run between the 3<sup>rd</sup> week of the start of spring season and through the 6<sup>th</sup> week of spring season. The dates however are dependent on

when Easter occurs each year. Team selection must be finalized the week after the last assessment and should try to be completed no later than May 15<sup>th</sup>.

11U AAA/A, 13U AA/A, 15U AA/A , 18AA - First 3 weeks in May. All AA and A tryouts must be completed in May with team selection by May 31<sup>st</sup>. All teams must be picked by the end of May so as not to interfere with players focus on spring season play downs.

### 4.3 Assessment Fee and Commitment Letters

Included in the email notification to the players from the GVBA Division Coordinator is the Summer Ball Commitment Letter and a notice of the fees associated with the assessments. The player must complete the online registration form which when completed validates as an electronic signature for the Summer Ball Commitment Letter.

The players must bring to the assessment a check payable to the Greater Victoria Baseball Association for \$20.00 (no cash please). Players must pre-register on-line with their name, address, birth date, email address and phone number.

The link to the Registration Form will be included in the email notification. The tryout fee of \$20.00 is for 3 assessments per division. This fee pays for the independent assessors who assess and grade the players for placement on the teams.

Players will wear GVBA numbered pinnies. The numbers on the pinnies will be used to identify the players on the assessment sheets only. The assessors will hand the worksheets used at the assessment to the Division Coordinator who holds the master list that links the numbers to a name. All potential coaching staff applicants are strongly encouraged to attend the assessments to see the players first hand. Players who assess at a higher level but who are not selected are not required to pay an additional fee for the assessment at the next level down.

### 4.4 Selection Process

The selection process varies by division due to the various divisions where GVBA participates with BC Baseball. The chart below shows the order for player selection to the various teams in the divisions. GVBA must form the number of required teams based on the spring season registration numbers.

#### 11U/10U

U11 Tier I AAA is selected first followed by the 10U A team of 9 year olds only. The Tier I AAA team may have 9 year olds on the team. The 10U team however can't have any 10 year olds on the team. GVBA does not enter teams into the AA



division. The division will then select as many Tier II AAA teams as there are capable players and coaches.

### **13U**

AAA teams are selected first. Depending on the number of teams participating there will be 2 AAA teams followed by one AA team and as many A teams as required.

Due to the number of registered players in GVBA, we must field two (2) AAA teams. The formation of the AA team followed by as many A teams is dependent on the availability of managers, coaches and players. The AAA teams have a Tier I of the top players and a Tier II development team of first year players.

### **15U**

AAA teams are full season teams so they are not considered in this process.

Beginning in 2016 the AA teams are now considered to be full season teams. The process of who enters a AA team into the full season schedule is complicated with many different scenarios as possible. Suffice is to say that the Associations in GVBA may choose to enter their own club team, or GVBA may choose to enter in one or two select teams are some of the options available. Currently those Associations that are able to support AA teams have entered them into them into the BC Baseball AA full season schedule.

These teams will compete against the other island teams with 1-2 berths moving forward to Provincials. These teams must be declared in Feb/March and therefore due to this there is no process required for the selection of AA summer teams. GVBA however may form a travelling team to enter other tournaments.

With the above in mind GVBA can form as many A teams as required for summer play. No full season AA players however are allowed to play summer season A,

### **18U**

AAA teams are full season teams so they are not considered in this process. GVBA will form a team at the AA level for 18U providing there is enough interest from managers, coaches and players.

#### **4.4.1 Assessment Information**

The assessment data will be shared by the Division Coordinator with the Manager of the highest team(s) in the division. This is confidential data and is not to be shared with anyone.

Once the highest-level team has been selected the Division Coordinator will share the assessment data of the remaining players with the next manager in line for the next level of team.

#### 4.5 Notifications

The Division Coordinator will notify players to which team they have been selected for. Players will reconfirm their selection to a team when they accept the opportunity to play. **Last names only will also be posted to the GVBA website** once the players have confirmed the opportunity.

The Division Coordinator will notify players who have not been able to be placed on a summer team. While GVBA tries to have as many players as possible compete in the summer program, factors such as not enough players or no coaches often play into not being able to form a team at a specific division

#### 5.0 Pre Season Practices and Games

The 11U and 13U divisions have a designated practice night blocked out in the spring calendar. These nights are designed to allow the summer teams that have been selected a night to practice on before their season begins July 1<sup>st</sup>. These nights are for practices only. No games are to be played at all during this time period. This is to protect the young arms from over use and to not affect the status of pitchers who are still involved in spring season play.

No summer coach is to schedule any exhibition games until after the final day of the division's GVBA playoffs. The designated practice night are allowed to continue during GVBA playoffs, but if a player has a playoff game on the weekly scheduled practice day the playoff game will always take precedent.

After all players have been eliminated from Spring Season play then summer teams may practice and play games as required.

They must coordinate their practices and games with the host park. If umpires are required for the game they must contact the GVBA Umpire Allocator at [gvbaumpire@gmail.com](mailto:gvbaumpire@gmail.com) to ensure umpires have been assigned to the game. All teams are entitled to 6 home games as part of the fees paid. **Teams that exceed this number of home games are responsible for paying the umpires at the field.**

## 6.0 Team Registration and Roster Submission

Upon team selection the Business Manager of the team is required to prepare and send to the GVBA registrar by June 15th the team registration sheet. This sheet consists of the following information:

- Players Full Name
- Address
- Copy of Birth Certificate
- Managers Full Name, Address and NCCP#
- Coaches Full Name Address and NCCP#

The GVBA Registrar will provide the template and the portfolio package that is to be used by all teams for this information via the Division Coordinators. These packages will be sent to the Division Coordinator to disperse to the summer teams in their division. **This registration package should be returned to the Division Coordinator at the end of the summer season to ensure proper destruction of the documents.**

The registration form will be checked by the GVBA Registrar and the GVBA President and then signed off if complete. Once signed the teams Business Manager (or designate) picks up the portfolio of information. This information must be carried with the team at all times and produced when required at all BC Baseball sanctioned events (Zones, Provincials and Westerns (if applicable)).

## 7.0 GVBA Summer Player Fees

Players are required to pay a \$250.00 fee for summer play except for Pee Wee AAA where the fee is \$400.00/player . The fee covers the following under GVBA

- Returnable Game jersey (red mesh)
- One approved dri-wear shirt in alternate colour (players keep)
- One pair of black socks
- One GVBA flex fit Eagles hat in black with cardinal V and number on cap
- Team photograph for GVBA website and provincial hosts event program
- Zone and Provincial fees
- Affiliation fees to BC Baseball
- Managers Stipend of \$500.00 (except for Pee Wee AAA)
- Insurance for any BC Baseball event and field (out of Province or Country insurance is extra)

Teams may choose to purchase on their own, additional socks, alternate hat, sweat shirts, batting cage jackets or other Eagles wear. The cost of these extras must be presented to the parents of each team and approved. Teams may elect

to fundraise to offset the cost of these extra items. Team wear must be only GVBA approved team wear.

Stipends for Managers must not exceed the \$500.00 as given by GVBA (exception Pee Wee AAA). The Manager may spend this money in any way or form as they see fit.

The Summer Ball Coordinator and the Equipment Coordinator will have an information package available as to what teams can and cannot purchase. **All Eagles teams must look the same and there are no exceptions.**

## 8.0 Host Parks

At the GVBA Board level the associations will let GVBA know if they are interested in hosting a summer ball team at their park. Once the teams have been formed the Team Managers should communicate their interest in securing one of the spots that are open at the associations that have indicated that they will host a summer team. There should be only one host park/team but in some cases teams may choose to practice at more than one park to accommodate the travel required by players.

Host parks receive a stipend from GVBA to host summer teams. This stipend of \$720.00 covers the following

- 6 home games x 2 umpires (\$450.00 max 18U, \$426.00 max 15U, 13U, \$330.00 max 11U depending on Umpire certification Level)
- practice space (2 hours/week twice a week)
- game space for the 6 home games allotted
- supplies for field prep
- score sheets
- bucket of practice balls
- 1 dozen new game balls

Host parks may choose to do one of the following with respect to game balls. They may either provide the team with 1 dozen new baseballs to be used for games or have the umpires at the host park provide the game balls during a game. Either practice is acceptable.

The team in return must maintain the field as directed by the host park ensuring that all equipment that is used is put away properly and secured, dugouts are cleared of all garbage after each use by the team, water bottles are disposed of into the proper receptacles provided by the host park and tarps (if applicable) are placed appropriately.

## 9.0 Team Equipment

GVBA provides teams with the following

- Eagles Equipment bag
- 2 sets of catchers gear either black and cardinal, black and red or red and blue in colour (2 masks, 2 chest protectors, 2 sets of shin guards)
- 2-3 bats (as most players have their own bats)
- GVBA Lineup pad
- Alternate game jersey (numbered, logo and players name on back)
- All jersey requests must be approved by the GVBA Summer Ball Uniform Coordinator and the Summer Ball 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
- Each year, a supplier is secured to provide a complete line of Eagles 'fan-gear'. The Eagles logoed products must incorporate registered Eagles logos. Select suppliers have these logos on file. If in doubt, please consult the GVBA Summer Ball Uniform Coordinator.

## 10.0 Team Information

### 10.1 Name

All GVBA summer teams are known as Victoria Eagles. If there is more than one team in a division then teams will be known as Victoria Eagles Red and Victoria Eagles Black.

### 10.2 Budget, Banking & Fundraising

GVBA Summer Ball Player Fees collected will pay those items discussed earlier. All other expenses such as additional tournament fees, extra team wear, travel costs and any other miscellaneous expenses are the responsibility of the individual teams.

Each team should have a 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. The team Treasurer must work with the GVBA treasurer to ensure that all accounting is in order.

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.

**All fundraising cheque or sponsorship cheques must 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 Province of BC gaming license. Gaming **licenses must be acquired and submitted by the GVBA Treasurer or an alternative as directed by the GVBA Treasurer.**

If a team runs a 50/50 or raffle then proper reporting must be submitted to the Summer Ball Coordinator for the gaming license. **This is not an optional.** The Coordinator will have record of each team that has an outstanding license to ensure that proper reporting is received. All tickets sold along with the contact information of the winner must be included in the report for every game/event that tickets are sold. When using the GVBA gaming license teams will be given a package of all of the required information that must be submitted on a daily/weekly/monthly basis as directed by the Summer Ball Coordinator. **NO EXCEPTIONS**

### 10.3 Score Keeping

During the summer season BC Baseball has set standards on score keeping at the AAA and AA level. A software package called IScore is the software in use and can be purchased on-line at <http://iscoresports.com/baseball/> for both Android and Apple devices. The cost is approximately \$10.00.

All league game scores are done in the application and the results are then uploaded to the BC Baseball website. Teams should have a designated Head Score Keeper to ensure that the information is input and uploaded to the site as required.

For all other games the head scorekeeper will ensure that proper score keeping procedures are followed by the team. This includes keeper accurate pitch count records as well as score for your team. The Manager of the team should be given the completed game information at the end of each game. With the use of the IScore software the head scorekeeper will be able to provide accurate statistical

information to the manager. In almost all cases, this statistical information will not be made public but is a terrific tool for the Manager.

#### 10.4 Team Information on the GVBA Websites

As representatives of GVBA, information about the team should be proudly displayed on the GVBA website. Each division and level will have a section on the GVBA site to forward information to the webmaster to be posted.

The GVBA team photographer will ensure that the team photograph is sent to the webmaster for posting. Teams however will need to have a communication person who can then forward the required textual information about the team to the webmaster for posting.

In the past teams were encouraged to have their own sites, but in order to maintain the branding and the look and feel of the GVBA teams we have moved away from these practices.

Teams however will have the ability to have their media parent to send stories about the team to the GVBA Webmaster [webmaster@victoriabaseball.com](mailto:webmaster@victoriabaseball.com) for posting onto the site.

#### 10.5 Summer Season Game Play

All summer teams are trying to get to the Provincial Championships typically held anytime between the last weekend in July up to the long weekend in August depending on the division.

Depending on the division of the team some teams will just play exhibition games from July 1<sup>st</sup> until Zones or Provincials whereas other teams like 13U AAA play in an organized summer league to determine Provincial qualifiers.

Depending on the number of teams in a division on the Island determines if an Island Zone tournament is required. The winner and in some cases the runner up of the Zones will qualify for the Provincials. The need for Island Zones will be determined by how many teams are on the Island and how many berths Island teams have for Provincials. The number of berths varies from year to year.

Zones are typically held the weekend prior to Provincials. All of this detail is determined by BC Baseball typically in early June.

Fees for the Eagle teams to participate in Island Zones are paid by GVBA (cheque provided to manager). If the team is hosting the Zone or their division, the host park will receive all team entry fees including the host team fee from GVBA.

The fees for the tournament are to execute the tournament. They are not fees for the host team to claim. The host park may choose to give the host team any money left over but they are not obligated to do this.

The official roster book identified in Section 4.0 must be brought to the Island Zones along with the entry fee cheque to be eligible to compete. This is generally handed in at the coaches meeting.

The location for a Provincials is determined early in the calendar year and posted on the BC 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 that have obtained a qualifying berth. The official roster book as outlined above in section 4.0 must be brought to the Provincials along with the entry fee cheque to be eligible to complete. This is generally handed in at the coaches meeting. As with zones, the fees paid will go to the host park to execute the tournament. At Pee Wee AAA the umpire fees are paid by BCBUA who then are reimbursed the fees from BC Baseball. For all other divisions the umpire fees are paid out of the host park fees.

At certain divisions Provincial Champions and Runner Ups may have the opportunity to move on to additional competition such as Nationals or Westerns.

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. **This prepaid fee paid by GVBA on behalf of the team will need to reimburse GVBA for the amount once have established the team.**

The tournament that will be pre-booked is the Valley of the Champions held in Oliver in July. Registration opens for this tournament in February and fills out quite quickly. Since the GVBA summer teams are not formed until May it is often to late to register for this tournament. GVBA will pre-register Mosquito A, Mosquito AAA Tier I, Pee Wee A and Pee Wee AA only for this tournament. Entrance fee is to be reimbursed to GVBA. If the teams do not go into the tournament they must notify the Division coordinator by June 1<sup>st</sup>. The Association will only be able to recover 80% of the registration fee paid so the difference not recovered would be paid to GVBA by the team(s) that decide not to participate.



## 11.0 Rules for Each Division

The Official Rules of Baseball located at [http://mlb.mlb.com/mlb/official\\_info/official\\_rules/official\\_rules.jsp](http://mlb.mlb.com/mlb/official_info/official_rules/official_rules.jsp) are the basis for all rules governing the game. Supplementary to the Rules of Baseball, BC Baseball has adapted some of the official baseball rules to suit the needs of younger players as well as implementing rules specific to the organization. Familiarity with these rules is important for team managers and coaches.

The BC Baseball Rules are posted to both the BC Baseball [Website](#) as well as the GVBA [website](#). These take precedence over the Official Rules of Baseball where differences are noted.

GVBA 'Universal House Rules' are not applicable during the summer season.

## 12.0 Funding & Eligibility

Occasionally teams may have players/families on their team that have difficulty in providing the necessary funding required to play. GVBA is an equal opportunity program and as such these families can apply for financial assistance from Canadian Tire Jump Start and Let Kids Play. Programs under BC Baseball do not qualify for Kidsport funding.

Some of our teams are required to travel off island for league games and tournaments. For any tournament that falls under Baseball BC (the Provincial Sporting Organization), 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.

## 13.0 Summary

While this document tries to include all of the required information about playing during the summer season some items may have been missed. It is not intended as a document on how to circumvent the intention of Summer Play, to gain an advantage, or to jeopardize the safety of the players. If there are any questions that have not been answered or if you are unclear or in doubt about what can and cannot be done or how to do a particular task please consult the Summer Ball Coordinator or the Division Coordinator for direction. These guidelines on procedures are to ensure the safety of the children, and to provide a thorough understanding of the summer play atmosphere.

## Appendix A

### Important Links

1. Managers Application Form <http://goo.gl/forms/GnCgxYczcL>
2. 11U Assessment Form <http://goo.gl/forms/cv08ZbH36Y>
3. 11U Tryout Dates and Locations
4. 13U Assessment Form <http://goo.gl/forms/2JqJcwB4kY>
5. 13U Tryout Dates and Locations
6. 15U Assessment Form <http://goo.gl/forms/jWqsS7L9Ye>
7. 15U Tryout Dates and Locations
8. 18U Assessment Form <http://goo.gl/forms/XVUja4uoFR>
9. 18U Tryout Dates and Locations