



JUNIOR GIRLS HANDBOOK

**CEVA
4840 SW Western Ave.
Suite 450
Beaverton, OR 97005**

503.644.7468 (O)

503.520.0242 (F)

**www.columbiaempirevolleyball.com
region@columbiaempirevolleyball.com**



COLUMBIA EMPIRE VOLLEYBALL ASSOCIATION

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WELCOME

Welcome to USA Volleyball (USAV) and its affiliated CEVA association, the Columbia Empire Volleyball Association (CEVA). This handbook is a guide to the USAV and CEVA, and provides a brief history of these associations. This handbook also provides specific guidelines, procedures, and requirements for involvement with the CEVA.

THE HISTORY OF USA VOLLEYBALL

The sport of volleyball was created in Holyoke, Massachusetts by William G. Morgan, a YMCA physical education director in 1895. When first played the game consisted of nine innings and any number of players could play in the space provided. As the sport became more popular, the rules of play began to evolve where the game required a special ball. The first U.S. National Championship (for men only) was played in 1922 at the Pittsburgh, Pennsylvania YMCA and was won by the Brooklyn YMCA.

The United States Volleyball Association was founded in 1923 at the Yale Club in New York City for the purpose of representing the sport both nationally and internationally, and for conducting an annual National Open Championship. USAV is the national governing body for volleyball in the United States. The staff, organization, and support for our U.S. Olympic teams are provided by the USAV. The USAV includes among its member organizations the National Collegiate Athletic Association (NCAA), the Young Men's Christian Association (YMCA), the National Federation of State High School Associations, as well as the Boy Scouts of America, the Special Olympics, the Armed Forces, and a number of ethnic, recreational, religious, and intramural groups. The USAV has over 120,000 members.

The Women's Open National Championship was added in 1949 and since then the Men's and Women's Opens have been conducted concurrently each year. USAV also annually conducts the National Championships for Mixed Sixes, Outdoor, Sand, as well as the USAV Junior National Volleyball Championships for youth 18 and under.

The United States Olympic Committee (USOC) recognizes USAV as the National Governing Body for the sport of volleyball. It also is the exclusive American representative to the International Volleyball Federation (FIVB) and to other international sport bodies. The US National Teams (Men, Women, and Juniors) train at the Olympic Training Center located in Colorado Springs, Colorado.

Recently, Junior Development Programs have been initiated to identify 14-year old young men and women who excel in the sport and introduce them to a higher level of competition. USAV has developed both youth and junior national teams for young junior men and women 18 years and under, while also providing international competition for each level.

USAV is divided geographical into several regions, each of which conducts a number of programs, including tournaments organized by age and/or ability, summer camps, and clinics for the development of coaches, players, referees, and scorekeepers. The CEVA governs USAV-sanctioned volleyball in the state of Oregon and southwest Washington and boasts a total membership over 4,000 strong.



THE HISTORY OF THE CEVA

On July 31, 1980 the CEVA Volleyball Association was incorporated under the Oregon Nonprofit Corporation Act. The first Commissioner of CEVA was Tom Becic. Tom Becic was also the first CEVA member to be elected to a USAV National office as the treasurer at the 1980 meetings.

The first teams to play in the USAV National Adult Championships from Oregon were the Portland downtown YMCA Men and the northeast Portland YMCA Women in 1949 in Los Angeles. The Portland Men finished tied for 7th in the 1949 Championships. The first Oregon team to win the Open division in the Far West Championships was the Multnomah Athletic Club in 1976. The first CEVA senior players elected as Most Valuable Player in a USAV National Championship were Rich Leong in 1981 and Marlene Piper in 1983. In 1988, the CEVA Viking Volleyball Club brought home the first adult division championship in the USAV National Tournament held in Salt Lake City, Utah, lead by their coach Jeff Mozzochi.

In international play within CEVA, Marlene Piper and Tom Swanson coached the first year of the Canadian-American (CAN-AM) Senior and Junior Championships in 1975. Among the teams participating were Alberta, British Columbia, Oregon, and Washington. The first Oregon team to win the CAN-AM's was in 1978, coached by Dick Soderquist and Rod Jones.

In Junior play, the first Junior CEVA Championships were held in 1975 and hosted by the club LOCO's of Estacada. The first Junior team to win a championship at the Festival in Davis was Carl Neuburger's Portland Volleyball Club 17 and under team in 1987.

At the first annual USAV Outdoor National Championship in San Jose, California, Keith Phillips and Tonya Fix-Ketcham won the Coed BB Gold Division, Gary Patch and Tamee Allen placed second in the Coed A Gold Division, and Curtis Thorne and Russell Davis placed second in the Men's AA Silver Division.

Portland has also sponsored several USAV National Tournaments. In 1968, the Portland YMCA hosted the National tournament, while the Multnomah Athletic Club in 1975 hosted the National AAU Tournament, co-sponsored the 1980 USAV Nationals with the CEVA, and also hosted the 1984 Coed National Championship. The CEVA Region also hosted the Outdoor National Championships in 1995.

CEVA MISSION AND PHILOSOPY

The mission of Columbia Empire Volleyball Association (CEVA) is to promote, foster, and teach life-long lessons through volleyball in Oregon and SW Washington.

CEVA is dedicated to providing quality volleyball opportunities through high caliber programs, member services and community involvement.

CEVA

CEVA is comprised primarily of volunteers. The Board of Directors' (BOD) duties include establishing policy, fundraising, fiscal responsibility and responding to the membership. Six standing committees are responsible for developing and maintaining policies, procedures, formats, and budgets. Suggestions and comments that improve volleyball in CEVA and assist in meeting the needs of the membership are encouraged.



There are two full-time CEVA employees, the Commissioner and the Program Director. The Commissioner's primary duties are to implement policies established by the Board, coordinate CEVA operations, be the principal representative of CEVA to the National organization, and assist the membership. The Program Director is responsible for planning, organizing and running events while also assisting the commissioner and the membership.

THE BOARD OF DIRECTORS

The BOD is composed of no less than six (6) but no more than eleven (11) members. Six (6) Directors may be elected by a majority vote of the ballots cast by the dues-paying members of CEVA, 18 years or older upon registration, by written ballot. These Directors, who shall be referred to as membership-Elected, shall represent the following membership constituencies: The Junior Coordinator, the Adult Representative, the Officials' Coordinator, the 12U and 14U Junior Representative, the 16U and 18U Junior Representative, and the Geographical Representative. The Board of Directors may elect up to five (5) additional Directors, designated as Board-Elected or At-Large Directors. The At-Large Directors provide professional expertise deemed necessary by the BOD, as well as represent the best interests of the sport of volleyball.

The principal officers of the BOD are the President, Vice President, Secretary, and Treasurer. Each officer is a current member of the Board of Directors.

The President is the chief executive officer of the corporation. The President presides at all meetings of the BOD. The President is responsible for executing, with any other proper officer of the corporation, any legal instruments that the BOD authorizes. The President performs such other duties as may be prescribed by the BOD.

In the absence of the President, the Vice-President performs the duties of the President, and when so acting, has all the powers of and is subject to all the restrictions upon the President. The Vice-President is the chairperson of the Nominating and Elections Committee.

The Secretary has the authority and responsibility assigned by the BOD, which includes general oversight of the following:

- Recording the minutes of the meeting of the BOD in one or more books provided for that purpose;
- Keeping the corporation's non-financial record and making the same available for inspection;
- Sending written notices of the time and place of all meeting of the BOD and seeing that all notices are duly given in accordance with the provisions of the Bylaws and as required by the Oregon Nonprofit Corporation Act;
- Performing such other duties as from time to time may be assigned by the President or by the BOD.

The Secretary is the chairperson of the Policy and Appeals Committee.

The Treasurer has the authority and responsibility assigned by the BOD, which includes the general oversight of the following:

- The keeping of all funds and securities of the corporation;
- The filing of all necessary financial reports to be filed with any government;
- The receipt of monies due and payable to the corporation from any source whatsoever, and the deposit of all such monies in the name of the corporation in such banks or other depositories as shall be selected by the BOD;
- The disbursement of the funds of the corporation as ordered by the BOD, including proper vouchers, checks, or drafts for such disbursements;
- The preparation of written statements of the financial standing of the corporation;



- The performance of such other activities as assigned by the BOD. The Treasurer is the chairperson of the Finance Committee.

STANDING COMMITTEES

There are six (6) standing committees of this corporation as listed below:

The Finance Committee is concerned with budgets and overall financial operations and is chaired by the Treasurer of the BOD.

The Policy and Appeals Committee is responsible for developing and maintaining the policies and rules of CEVA and addressing appeals of sanctions imposed by the Commissioner. It is chaired by the Secretary of the BOD.

The Junior Committee is responsible for developing and maintaining policies, procedures, formats and budgets within the junior constituency of CEVA, as defined by USAV. It is chaired by the Junior Coordinator on the BOD. The 12U and 14U Junior Representative and the 16U and 18U Junior Representative on the BOD also are members of the Junior Committee.

The Adult Committee is responsible for developing and maintaining policies, procedures, formats, and budgets within the adult constituency of CEVA as defined by USAV. It is chaired by the Adult Representative on the BOD.

The Officials Committee is responsible for developing and maintaining policies, procedures, formats, and budgets with regard to referees, scorekeepers, and tournament directors within CEVA. It is chaired by the Officials' Coordinator on the BOD.

The Capital Equipment Committee is responsible for developing and maintaining policies, procedures, formats, and budgets with regard to the capital equipment within CEVA. It is chaired by an elected director. The President of the BOD must also be a member of this committee.

The Nominating/Elections Committee is chaired by the Vice-President of the BOD. This committee consists of no more than one additional BOD Member and no less than three non-Board regular members of CEVA. Their main functions are to:

- Continually recruit for Board member positions.
- Verify that applicants meet Board positions qualifications.
- Present nominations to the Board for Membership-Elected and Board-Elected Director positions.
- Coordinate the general election process of the Membership-Elected Director positions.

FINANCIAL INFORMATION

The CEVA is an Oregon nonprofit corporation. The CEVA's main sources of revenue are registrations, tournament fees, fundraising, and sponsorships. CEVA expenses are primarily the funding of a number of programs and services, the rental of facilities for tournaments, and employing the Commissioner and Program Director to operate the CEVA office and administer the regular tournament season. In addition, when possible, the CEVA supports many teams to post season tournaments by paying entry fees to national level tournaments.



A complete financial statement and budget is available to any CEVA member. Requests must be made in writing to the CEVA office, with a self-addressed, stamped envelope. CEVA also provides financial information to the USAV.

BOARD/COMMITTEE MINUTES

Board and Committee Minutes are available online at the CEVA website. Minutes also are available to the general membership by written request to the CEVA office. A self-addressed, stamped envelope should be enclosed with the request.

CEVA CONTACT INFORMATION

Contact information for the CEVA is as follows:

Office Address: 4840 SW Western Ave., Suite 450
Beaverton, OR 97005
Office Phone: (503) 644-7468
Office Fax: (503) 520-0242
Website: www.columbiaempirevolleyball.com
Email: region@columbiaempirevolleyball.com

TEAM OR CLUB DIRECTORS OR REPRESENTATIVES

Team or club directors or representative are responsible for all aspects of team or club management. This is not necessarily the coach. **The team or club director or representative is the official liaison between the team or club and CEVA.**

The team or club director or representative's responsibilities include:

- Accountability for all matter relating to registration and fees, for players, coaches, team representatives, and chaperons;
- Entry of team(s) into tournaments;
- Eligibility of team and/or club for CEVA and national events that the team/club may participate in.

It is the director or representative's responsibility to ensure that all information or documentation sent by CEVA to the team(s) is distributed to each and every team member. It is also the director or representative's responsibility to ensure that all necessary information, documentation, monies, etc., are forwarded to the CEVA office in a timely manner. Directors or representatives also should advise the CEVA office of any corrections or errors, and provide completed rosters to tournament hosts in a timely manner.

RESIDENCY REGISTRATION REQUIREMENT

All players residing within the CEVA's geographical jurisdiction are required to register with the CEVA. Teams whose center of activities is closer to adjacent regions may petition the CEVA for authorization to register with the adjacent region and should state the specific basis for the request. Such authorization must receive the written approval of each region's commissioner.



TEAM-PLAYER REGISTRATION

All players, coaches, directors, team representatives, chaperons, managers, trainers, and participants must be registered in the proper classification prior to entering any sanctioned competition.

Both coaches and players must be registered with a specific team or club. Once the CEVA office receives a coach or player's registration, that coach or player may coach or play only with that team for the remainder of the season. If a player quits or wants to switch clubs, then the CEVA transfer policy must be followed.

USA VOLLEYBALL JR. VOLLEYBALL AGE DEFINITION

The following age groupings are effective for players other than college students who, regardless of age, are not eligible to compete in sanctioned Junior Olympic Volleyball events, unless amended by actions specified in Article X, E2, e, (1) of the Operating Code. Athletes need not be currently enrolled in high school except as noted below:

- 18 & under** – Players who turn 18 years of age on or after September 1st of the current school year or high school students in the 12th grade or below during the current academic year and are 19 years of age or younger on June 15th of the current season.
- 16 & under** - Players who turn 16 years of age on or after September 1st of the current school year.
- 14 & under** - Players who turn 14 years of age on or after September 1st of the current school year.
- 12 & under** - Players who turn 12 years of age on or after September 1st of the current school year.

JUNIOR BOYS AGE DEFINITIONS

Junior boys are allowed to play on junior girls teams. Junior boys will follow age definitions below:

- 11 year old boys-** Male players who are 11 years or under will play 12U.
- 12-13 year old boys-** Male players who are 12 to 13 years of age will play 14U.
- 14 year old boys-** Male players who are 14 years of age will play 16U.
- High School Boys-** Male players who are in high school will not be allowed to play with Junior Girls.

MULTIPLE ROSTER SETTING

Clubs with multiple teams may move individual players within the club freely between skill levels and teams until **April 1st**. However, teams qualifying for Junior National Championships who participate in a National Qualifier Tournament and who qualify for Nationals prior to the April 1st deadline shall have their roster frozen at the time the team qualifies for Junior Nationals. Junior players in different age groups may play only in their own age group or in a higher age group. **However, players may not play in two consecutive tournaments in two different age groups on the same weekend.**

AGE WAIVER APPLICATION

The Region has the ability to grant age waivers for players who need to play in a younger age group for developmental purposes, or who because of their geographical location have limited opportunities to participate. The Age Waiver Application must be filled out by both the player and the coach and sent to the CEVA Commissioner for approval. If approved, the Age Waiver is only valid with the Columbia



Empire Region. Any team with a player on an age waiver who travels outside the Region must notify the tournament director and seek approval for the player to participate. Younger players who participate in an older division do not need a written age waiver.

CEVA JUNIOR SEASON

The CEVA Junior Volleyball season runs from September 1st through the last day of play at the Junior Olympic National Championships (generally early July).

CEVA TRYOUT POLICY

A club conducting tryouts must have each player and a parent sign the CEVA Tryout Information and Waiver and Release form before tryouts begin.

Each club shall collect from each player trying out \$5.00 per day for insurance coverage. **Those daily fees shall be paid to CEVA.** If the player accepts a position on the team, the club may elect to collect the balance between the tryout amount paid and the \$55.00 membership fee (e.g. 1-day tryout fee \$5.00 = \$50.00 membership balance owed; 2-day tryout fee \$10.00 = \$45.00 membership balance owed). In no event shall the membership fee paid to CEVA be less than \$55.00. Clubs may assess tryout fees to cover facility or other expenses but such fees are separate and distinct from the \$55.00 membership fee or the \$5.00 per day insurance fee.

A signed CEVA On-Line individual membership form does not contract a player to a club. Only after specific teams are formed by the club, and that information is received by the CEVA office, are players restricted to that team for the remainder of the season.

All tryout payments and forms must be sent to the CEVA Office.

JUNIOR TRYOUT DATES

Tryouts for the 12-under and 14-under age groups may be no earlier than the first Sunday in November. Tryouts for the 16-under and 18-under age groups will be the Sunday following the latest Oregon/Washington State High School Tournament.

USA VOLLEYBALL INSURANCE INFORMATION

Many questions and concerns from clubs have risen in regards to information about USA Volleyball Insurance. Below is a description of the named insured, the USA Volleyball Policy, and other pertinent information in regards to Insurance.

Named Insured:

United States Volleyball Association, Inc. aka USA Volleyball: its Regional Associations & Commissioners, Clubs, Coaches, Trainers, Official Sponsors, Committee Members, Officials, Volunteers, and Registered Participants in the business of United States Volleyball Association, Inc. functioning on behalf of United States Volleyball Association, Inc. or performing in a "sanctioned or approved event."



Definition:

“Sanctioned or Approved” Event: An event for which the First Named Insured or its Regional Association Commissioner has approved or sanctioned as an USA Volleyball event. Events shall but may not be limited to, team competition, practices, sports clinics, or fundraisers conducted or attended as a part of a sanctioned event.

Definition of Participant:

Athletes, coaches, trainers, volunteers, committee members, officials, and any other persons who are functioning on behalf of and/or while participating in any event sanctioned or approved by USA Volleyball.

Definition of Participating:

Participating includes pre-event, and post event activities, which are officially approved or sanctioned events.

General Liability Coverage:

A \$5,000,000 limit of liability for bodily injury and property damage loss is provided with additional limits available on an excess basis. Coverage is provided for officials, volunteers, coaches, trainers, sponsors, and registered participants. The policy covers liability from pre-event setup, the event itself, and post-event activities at sanctioned events. The policy will respond to claims from spectators, participants, and the public in general. The USA Volleyball membership requirement is a condition of the liability policy and a common practice among sports federations.

Sports Accident Insurance:

The Medical insurance program provides participant coverage for loss resulting directly from members competing in an approved or sanctioned event. Coverage does not include loss from pre-existing conditions or competing in non-sanctioned events. The coverage extends from the start through the completion of the event.

The policy provides coverage against loss in excess of coverage provided under other valid and collectible medical insurance and is subject to a \$250 per claim deductible. If no other collectible medical insurance is available, the loss is subject to a \$1,000 deductible.

Additional Insured:

Practice facilities may ask for a certificate of insurance with the facility as the additional insured. Clubs may request from the Regional office a Certificate of Insurance Request form, complete the form, and fax back to the Regional office to process. Once the request is processed the facility will have additional insurance and those certificates will be on file at the Regional office. Additional Insured request should be requested and completed at the beginning of the club season.

Non-Owned Auto Coverage:

USA Volleyball does not provide insurance for non-owned auto coverage. Clubs need to pay for coverage when they lease/rent vehicles or go to their local insurance company and set up a policy for the club, when traveling.



Directors and Officers Insurance (DNO Insurance):

All non-profit organizations should have DNO insurance for their Board of Directors. Coverage is for all directors/officers and committees within the non-profit organization. DNO insurance is available through USA Volleyball at a reasonable rate. Please contact the Regional office for further information.

RECRUITING POLICY

1. Definition of terms used within this policy are as follows:

- Club Representative – Any coach, administrator, parent or player affiliated with a particular club.
- Parent/Player Affiliated with a Club - Player or parent who is under contract with a club during that team's club season.
- Club Contract – The Junior Registration form (submitted with the Team Coversheet by the Club Director) Signed by the Player and Parent.
- Club Contract Timeframe – Unless a player makes a change during the open recruiting period, they are deemed to be under contract once the registration and fees are received by the CEVA till the end of the High School Season.
- Player Release from Contract – A player is considered to be released from a Club Contract when:
 - The CEVA receives a written notification by the Club that a player has been released, **or**
 - The CEVA receives a notice the team has disbanded for the season **AND** the player is added to another clubs roster.
- Open Recruiting Period – 2 Open Recruiting Periods are recognized:
 - Summer – From July 5th to the beginning of the High School Volleyball Season (OSAA/WIAA designated date) for 16's and 18's. September 1 for 12's and 14's.
 - Preseason – The Sunday following the latest Oregon/Washington State High School Tournament through the following Saturday for age groups 16U and 18U. The Sunday one week prior to the first Sunday in November for 12's and 14's.
- Closed Recruiting Period – 2 Closed Recruiting Periods are recognized:
 - High School Season – Beginning of the High School Season as determined by the OSAA and WIAA to the end of the last High School State Volleyball tournament in Oregon or Washington.
 - Junior USAV Season – The Sunday marking the end of the 8 day Preseason Open Recruiting Period to July 5th.
 - 12's and 14's School Season – September 1st to the Sunday one week prior to the first Sunday in November.
- Contact or Approach of a Player is defined as
 - Face to Face Meetings
 - Distribution of Flyers, Business Cards or other Mailings



Electronic Mail Messages

Telephone Calls

Information Distributed through a third party who is a representative of the Club.

2. No person or club currently registered with CEVA may promote, organize or run any camps, clinics or lessons during the one week open recruiting period before tryouts for each respective age group.
3. Club Representatives ***may not*** contact a player who is contracted with a different club during the Closed Recruiting Periods, unless the CEVA has been notified in writing of the players release.
4. Club representatives ***may*** contact their own contracted club players or players who were not registered with the CEVA during the Club Contracted Timeframe.
5. Club representatives ***may*** contact other club administrators and coaches during the Closed Recruiting Periods as long as they are not the parents of players contracted with another club.
6. Club representatives are ***allowed*** to refer any inquiries from players or parents contracted with another club to a Web Site or the CEVA Web Site for Information.
7. A player who has contracted with a club that has disbanded is still considered under contract unless the player is added to another club's roster. In that case, both clubs may consider the player as contracted for the purposes of this policy.
8. A player who quits a club and receives a signed release is allowed to be contacted after the CEVA receives the written documentation from the Club. ***Note: No player or parent of a player may contact another club prior to obtaining the written release from their contracted club.***
9. Any club representative having improper contact with a player or the parent of a player during the Closed Recruiting Periods will be considered at fault.

Reports of policy violations are to be made ***in writing*** to the CEVA Commissioner. Before the written complaint is filed, a phone call should be made to the CEVA office for an initial determination of whether or not the claim is valid. Upon receipt of said written complaint, the Commissioner will investigate the event with the player in question. If a violation appears to have taken place, the Commissioner will make a determination of whether or not sanctions are recommended.

Consequences for violations of the policy:

Self-Reported Violations

1st Offense – Suspension of the coach from all coaching activities for a one (1) month period, dating from the date of the incident, or December 1st, whichever comes last.

2nd Offense – Suspension of the coach from all coaching activities for a two (2) month period, dating from the date of the incident, or December 1st, whichever comes last.



Non-Self Reported Violations

1st Offense – Suspension of the coach from all coaching activities for a two (2) month period, dating from the date of the incident, or December 1st, whichever comes last.

2nd Offense – Suspension of the coach for the rest of the current Junior USAV season.

Any and all sanctions may be appealed to the Policy and Appeals Committee.

TRANSFER RULE

For all players switching clubs prior to January 1, a courtesy notification letter must be signed by both the player and one parent/guardian before the player can be legally considered a member of the club. This letter notifies the new club that the player was registered with a different club in the prior season or earlier in the same season.

A player may quit her current club team. To acknowledge the release, the player's current Club Director must sign a Club's Release form. If the release occurs before January 1st, the player is not eligible to play in any tournaments with a team from any other club for a period of two (2) months following the date on the Club's Release form. After the two (2) month waiting period, the player may play on any team for any other club.

If the release is made on or after January 1st, the player is not eligible to play in any tournaments with a team from any other club until after the CEVA Junior Championships.

Notwithstanding the above, a Club Director may waive the waiting period required by the Transfer Rule.

Notification

The player or parent/guardian must call the CEVA office within 48 hours of the request to change clubs.

The former Club Director should notify the CEVA office if the player switching to a new club has not met the contractual obligations of the former club by the end of the two (2) month wait period.

LIABILITY WAIVER REQUIREMENT AND CODE OF CONDUCT AGREEMENT

Each individual CEVA member applicant must sign a waiver and release of liability and a Code of Conduct form that can be found on the CEVA Individual Registration form. Each applicant also must pay the required registration fees before competing in any CEVA/USAV sanctioned event. The completed form must be on file with the CEVA office prior to participating in any CEVA/USAV sanctioned event.

TERMINATION OF SEASON

A team may complete its volleyball season by informing the CEVA office that it has disbanded and no longer intends to participate in any USAV event, whether in or outside of the CEVA region. Notice of a team's disbandment must be sent to the CEVA office in writing which may be in letter form or e-mail.



Players from a disbanded team may enroll with another team if the disbanded team or club provides written authorization to the CEVA office releasing the player(s), and the new team provides CEVA with an acceptance letter. A disbanded team may withhold such authorization if the player(s) is/are not in good standing with the club. If a player on a disbanded team transfers without filing the proper written authorizations, then the player and the new team or club may be sanctioned.

ADDITION OF PLAYERS

A team or club may add individual players to their roster if its roster is depleted by player injuries or terminations. All roster additions must be complete prior to April 1st. Teams or clubs must complete the Individual Add form and send the information to the CEVA office before the April 1st deadline.

ROSTER REQUIREMENTS

An USAV official roster is required at the start of all CEVA sanctioned tournaments.

BACKGROUND SCREENING POLICY

The Regional Volleyball Association of USA Volleyball has implemented a mandatory national background screening policy for head officials, club directors, club administrators, team reps, coaches, chaperones, and trainers. Members who are subject to background screening will be required to submit to a Baseline Fingerprint Screening process by the Oregon State Police I.D. Bureau and the Southeastern Security Consultants Inc. (SSCI); thereafter, members will be screened through SSCI every two years unless circumstances warrant an additional screening. All background screening policy information, costs and forms will be posted on the CEVA website.

COACHING REQUIREMENTS

All coaches in the CEVA must be a CEVA member and at least eighteen (18) years of age at the time the coach begins the season. Additionally, each coach in CEVA must be registered with the CEVA as a coach, must attend and complete an IMPACT Clinic and be so certified, must read and sign the Coaches Code of Ethics form, and must attend the annual referees and scorekeeper Club Clinic.

Each club that registers a coach affirms and certifies that the coach meets these requirements. Any team utilizing an ineligible coach may be sanctioned.

IMPACT CLINIC

At a minimum, all CEVA coaches must be certified at the IMPACT (Increased Mastery and Professional Application of Coaching Theory) level. Coaches not so certified may not coach in any CEVA/USAV Junior sanctioned events or any USAV Junior National or qualifier events. **Coaches who are ASEP certified must purchase an IMPACT Manual from the CEVA office but do not need to attend an IMPACT clinic.**



COACHING RESTRICTIONS

OSAA Practice Limitation Rule 56 states:

“Practice is defined as the involvement of individuals from a member high school in any program, demonstration, instruction, or participation conducted in part or in its entirety by a person or a group of people who are or who have been involved in the coaching of any of these athletes in that sport at the high school.”

“It shall be a violation of the rule if there is any attempt during the Association year to gather more than two (2) members of the same high school program together per day outside the OSAA defined season to receive specialized athletic instruction from any coach associated with the participating athletes’ high school program. Attempts to circumvent the rule by encouraging team members to attend out-of-season practices or camps during the Association year other than through general dissemination of information or brochures shall be considered a violation of this rule.”

High school sports competition is favored over club volleyball participation if there is conflict. No coach, team, club, or club representative may restrict a junior player from competing in other high school sports during the school year.

REGISTRATION PROCEDURES

Regional Office Black-Out Weeks: The Black-out week is the Monday through Friday prior to each age group Power League Qualifier. During the Black-out weeks no paper work will be processed or accepted in the office. Although working, the regional office will not be answering the phone during the blackout weeks. The out-going message will emphasize that messages will be checked numerous times a day and responded to. Callers will be encouraged to email their question or call their club director. Any new team registrations submitted during the corresponding age group black-out week will incur a penalty of \$100 per team with a maximum of \$500 per club.

The following items must be received by the CEVA office **two (2) weeks prior to the first CEVA/USAV tournament (not including friendship tournaments) in which a team or club wishes to participate:**

1. An **On Line Junior Individual Membership Confirmation form** for each player or participant involved in the club or team program.
2. An **On Line Adult Individual Membership Confirmation** for each club director, coach, team representative/chaperon, referee or participant who sits on the bench or helps with the program.
3. A **Team Coversheet form** to be attached to the corresponding individual forms, with the financial payment section of the coversheet complete.
4. A **Background Consent and Waiver Form and Fingerprint Verification Form OR Fingerprint Card** (for first time club directors, club administrators, team reps, coaches, chaperones, and trainers) or an On-Line Consent and Waiver Form for all others who will be required to be screened in accordance with the CEVA Background Screening Policy.
5. An **On Line CEVA Code of Ethics Form** signed by each coach in your club.
6. A check or money order payable to **Columbia Empire Volleyball Association (CEVA)**, covering the team fee, individual registration fees, and the Background Screening Fees.



Each club or team also must have each player or participant complete a **Junior Player Medical History Form**. These forms are given to the team coach to have on file at all CEVA tournaments and USAV tournaments. It is suggested that the club director also keep a copy on file. **DO NOT SEND THIS FORM OR A COPY OF THIS FORM TO THE CEVA OFFICE.**

Once the Team Coversheet form is received at the CEVA office, **players cannot be replaced**. Any new team members must be added to the roster through the appropriate forms and only after paying the appropriate fees. Each Clubs Teams will be assigned to the On-Line Registration System as designated by the Team Cover Sheet and/or Player Add Form.

REGISTRATION FEES

The following is a breakdown of the CEVA Registration fees:

<u>Individual Fees:</u>	Junior Full Member	\$55.00
	Adult Full Member (Coaches/Administrators)	\$50.00
	*Limited Member	\$35.00
	Non-On Line Registration Form (hard copy)	\$5.00

* A Limited Member is a player, coach or chaperone with a team **participating only in a one event multi-day tournament, such as the Volleyball Festival, California Finals or Emerald City Classic.**

Team Fee: **\$45.00**

All teams pay a team fee regardless of club status. Clubs that have more than one team participating must pay a team fee for each team. A single team with more than 15 players must pay an additional \$5.00 per player after the first 15. A late fee will be assessed if a team registered for Power League misses the December registration deadline.

Background Screening Fee: **\$17.50 for Check with SSCI**
\$70.00 for State Police Fingerprint Screening

Registration Receipt:

Each club director or representative will receive a **Registration Receipt** from the CEVA office for each team, once the paperwork has been processed. The receipt will be a copy of their Team Cover Sheet(s) with the Commissioners Signature and date stamp. All USAV/CEVA Individual Numbers are automatically assigned by the On-Line Registration system and can be accessed once the Clubs/Teams have been entered by the CEVA Administration.

DELINQUENT FEES

Members who have not paid their club fees from a previous season may not be eligible to participate in the current season. Contact your Club Director if you have any questions.

Clubs owing CEVA fees as of May 1st of the current season will incur a \$50.00 fine for each month they are delinquent, starting May 1st and continuing until the fees are paid.



FRIENDSHIP TOURNAMENTS

The CEVA offers Friendship Tournaments during the month of December on a first come, first served basis. A Friendship tournament form must be completed and received by the CEVA office with payment one week prior to the tournament. **Teams are accepted into the Friendship tournaments only if they have completed the registration procedures for their team or with approval of the CEVA Commissioner.** Those teams accepted into the Friendship tournament are posted on the CEVA website. All Friendship tournament dates are posted on the CEVA website.

<u>Friendship Entry Fee:</u>	Half Day Sessions	\$50.00 per team
	Full Day Sessions	\$75.00 per team

POWER LEAGUE SEEDING INFORMATION

The Junior Committee seeds each age division for power league seeds 1-64. Seeding is based on the information received from the Power League Tournament Entry Form, recommendations from a panel of the age group coaches, last season's power league and regional championship finishes, and other pertinent information received from the club.

POWER LEAGUE TOURNAMENTS

Power League I will consist of the top 32 teams in the 18's, 16's, 14's, and 12's age divisions.

Platinum Division (18U and 16U ONLY) will consist of the top 4 teams in the 18's age division after the qualifier. Platinum division will consist of the CEVA top 4 18's teams and the Puget Sound (Seattle) top 4 18's teams. The Platinum division will play February, March and April, similar to the typical CEVA Power League Tournaments.

Power League II will consist of the teams seeded 33 to 64 in the 18's, 16's, and 14's age divisions. Power League II teams still have the opportunity to move up to Power League I.

Power League III will consist of the teams seeded 65 and beyond in the 18's, 16's, and 14's age divisions. Power League III teams still have the opportunity to move up to Power League II.

CEVA accepts only 25% of teams from outside CEVA for the 18, 16, and 14 age groups. Only eight (8) teams will be accepted into Power League I. Only one team per club, per age group is accepted from outside the CEVA region. If the 8-team criteria have not been met, then a second team from a club outside the CEVA region may be accepted on a first come basis, if space is available. CEVA club teams may have multiple entries in the same division if space is available.

To be eligible for Power League I/II/III or Platinum League, a team must submit a completed Power League Tournament Entry form, pay the entry fee, and have a minimum of six (6) players registered with CEVA by the Power League deadline. The deadline for registration is the second Monday in December. **Faxed entries will not be accepted unless approved by the CEVA Commissioner.**

<u>Power League Entry Fee:</u>	\$500 per team
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POWER LEAGUE QUALIFIER FORMAT

The January Power League Qualifier tournament is for seeding only. **Any match that will start after 6:30 pm will be played as one set to 25 Points.** Points for CEVA ranking commence with February's Power League tournament. All teams will play two pools. There will be four teams in each pool. At the conclusion of the Qualifier for **14's and 12's**, the Power League I seeds #31 and #32 will start the February Power League at seeds #33 and #34 (Power League II). Power League II seeds #33 and #34 will start the February Power League at seeds #31 and #32 (Power League I).

18's and 16's Power League Qualifier Format: All Power League Qualifier formatting is the same as 14's and 12's. At the end of qualifier seeds #1-4 will move to the 18U and 16U PLATINUM Division, all following seeds will move up 4 spots from their finish at qualifier.

Pools for **Power League I Qualifier** are as followed:

Teams 1 – 32 will be seeded by the “snaking” format.

1	2	3	4	5	6	7	8
16	15	14	13	12	11	10	9
17	18	19	20	21	22	23	24
32	31	30	29	28	27	26	25

Pools with seeds #1, #4, #5, and #8 will be at one facility. Pools with seeds #2, #3, #6, and #7 will be at another facility. The two rounds of pools will be as followed:

Facility One - (first pool)	<u>Pool A</u>	<u>Pool B</u>	<u>Pool C</u>	<u>Pool D</u>
	Seed #1	Seed #4	Seed #5	Seed #8
	Seed #16	Seed #13	Seed #12	Seed #9
	Seed #17	Seed #20	Seed #21	Seed #24
	Seed #32	Seed #29	Seed #28	Seed #25
Facility Two - (first pool)	<u>Pool E</u>	<u>Pool F</u>	<u>Pool G</u>	<u>Pool H</u>
	Seed #2	Seed #3	Seed #6	Seed #7
	Seed #15	Seed #14	Seed #11	Seed #10
	Seed #18	Seed #19	Seed #22	Seed #23
	Seed #31	Seed #30	Seed #27	Seed #26

The first round of pool play will be match play. The first two sets will be to 25 points, win by two, no cap, and if necessary, a third game to 15 points, win by two, no cap. Teams final placement in pool play will determine their seed going into the second round, regardless of their original seed. (i.e. Seed #28 wins Pool C, they are the #5 seed going into the second round.)

The second round will consist of challenge matches between the top two finishing teams in each pool and the third and fourth place finishing teams in each pool. The first two sets will be to 25 points, win by two, no cap, and if necessary, a third set to 15, no cap. The winner of each set will assume the higher seed.



Facility One -
(Challenge Matches)

Round 1 - Cts 1 & 2

Seed #1 plays Seed #13 #32 Ref
Seed #4 plays Seed #16 #29 Ref

Round 2 - Cts 1 & 2

Seed #17 plays Seed #24 #13 Ref
Seed #29 plays Seed #28 #16 Ref

Round 3 - Cts 1 & 2

Seed #1 plays Seed #8 #17 Ref
Seed #4 plays Seed #5 #20 Ref

Round 4 - Cts 1 & 2

Seed #17 plays Seed #20 #8 Ref
Seed #24 plays Seed #21 #5 Ref

Round 1 – Cts. 3 & 4

Seed #5 plays Seed #9 #28 Ref
Seed #8 plays Seed #12 #25 Ref

Round 2 – Cts. 3 & 4

Seed #32 plays Seed #25 #9 Ref
Seed #21 plays Seed #20 #12 Ref

Round 3 – Cts. 3 & 4

Seed #9 plays Seed #16 #21 Ref
Seed #12 plays Seed #13 #24 Ref

Round 4 – Cts. 3 & 4

Seed #25 plays Seed #28 #16 Ref
Seed #29 plays Seed #32 #13 Ref

Facility Two -
(Challenge Matches)

Round 1 - Cts 1 & 2

Seed #2 plays Seed #14 #31 Ref
Seed #3 plays Seed #15 #30 Ref

Round 2 - Cts 1 & 2

Seed #18 plays Seed #23 #14 Ref
Seed #19 plays Seed #22 #15 Ref

Round 3 - Cts 1 & 2

Seed #2 plays Seed #7 #18 Ref
Seed #3 plays Seed #6 #19 Ref

Round 4 - Cts 1 & 2

Seed #18 plays Seed #19 #7 Ref
Seed #23 plays Seed #22 #6 Ref

Round 1 – Cts. 3 & 4

Seed #6 plays Seed #10 #27 Ref
Seed #7 plays Seed #11 #26 Ref

Round 2 – Cts. 3 & 4

Seed #31 plays Seed #26 #10 Ref
Seed #30 plays Seed #27 #11 Ref

Round 3 – Cts. 3 & 4

Seed #10 plays Seed #15 #22 Ref
Seed #11 plays Seed #14 #23 Ref

Round 4 – Cts. 3 & 4

Seed #26 plays Seed #27 #15 Ref
Seed #30 plays Seed #31 #14 Ref

Pools for **Power League II Qualifier** will be as followed:

Teams 33 - 64 will be seeded by the “snaking” format.

33	34	35	36	37	38	39	40
48	47	46	45	44	43	42	41
49	50	51	52	53	54	55	56
64	63	62	61	60	59	58	57

Pools with seeds #33, #36, #37, and #40 will be at one facility. Pools with seeds #34, #35, #38, and #39 will be at another facility. The two rounds of pools will be as followed:



Facility One -
(first pool)

Pool I

Seed #33
Seed #48
Seed #49
Seed #64

Pool J

Seed #36
Seed #45
Seed #52
Seed #61

Pool K

Seed #37
Seed #44
Seed #53
Seed #60

Pool L

Seed #40
Seed #41
Seed #56
Seed #57

Facility Two -
(first pool)

Pool M

Seed #34
Seed #47
Seed #50
Seed #63

Pool N

Seed #35
Seed #46
Seed #51
Seed #62

Pool O

Seed #38
Seed #43
Seed #54
Seed #59

Pool P

Seed #39
Seed #42
Seed #55
Seed #58

The first round of pool play will be match play. The first two games will be rally to 25 points, win by two, no cap, and if necessary, a third rally game to 15 points, win by two, no cap. Once the first pool is complete, teams will hold the seed where they finished.

The second round of pool play is the same format as Power League I with the exception of tie breakers.

Facility One -

(Challenge Matches)

Round 1 - Cts 1 & 2

Seed #33 plays Seed #36 #49 Ref
Seed #37 plays Seed #40 #52 Ref

Round 1 – Cts. 3 & 4

Seed #48 plays Seed #41 #60 Ref
Seed #45 plays Seed #44 #57 Ref

Round 2 - Cts 1 & 2

Seed #49 plays Seed #56 #45 Ref
Seed #57 plays Seed #64 #48 Ref

Round 2 – Cts. 3 & 4

Seed #53 plays Seed #52 #41 Ref
Seed #61 plays Seed #60 #44 Ref

Round 3 - Cts 1 & 2

Seed #33 plays Seed #36 #49 Ref
Seed #37 plays Seed #40 #52 Ref

Round 3 – Cts. 3 & 4

Seed #41 plays Seed #44 #53 Ref
Seed #48 plays Seed #45 #56 Ref

Round 4 - Cts 1 & 2

Seed #49 plays Seed #52 #37 Ref
Seed #60 plays Seed #57 #40 Ref

Round 4 – Cts. 3 & 4

Seed #53 plays Seed #56 #48 Ref
Seed #61 plays Seed #64 #45 Ref

Facility Two -

(Challenge Matches)

Round 1 - Cts 1 & 2

Seed #34 plays Seed #39 #63 Ref
Seed #35 plays Seed #38 #62 Ref

Round 1 – Cts. 3 & 4

Seed #47 plays Seed #42 #59 Ref
Seed #46 plays Seed #43 #58 Ref

Round 2 - Cts 1 & 2

Seed #50 plays Seed #55 #46 Ref
Seed #58 plays Seed #63 #47 Ref

Round 2 – Cts. 3 & 4

Seed #54 plays Seed #51 #42 Ref
Seed #62 plays Seed #59 #43 Ref

Round 3 - Cts 1 & 2

Seed #34 plays Seed #35 #50 Ref
Seed #38 plays Seed #39 #51 Ref

Round 3 – Cts. 3 & 4

Seed #42 plays Seed #43 #54 Ref
Seed #47 plays Seed #46 #55 Ref



Round 4 - Cts 1 & 2

Seed #54 plays Seed #55 #38 Ref
 Seed #51 plays Seed #50 #39 Ref

Round 4 – Cts. 3 & 4

Seed #62 plays Seed #63 #47 Ref
 Seed #59 plays Seed #58 #46 Ref

If there are more than 64 teams, teams will be seeded 65 and higher under the same format as above and complete the Power League II with the constitution and challenge divisions.

POOL PLAY FORMAT

A four team pool will play the following format:

1 vs 3	2 Referee	4 off
2 vs 4	1 Referee	3 off
1 vs 4	3 Referee	2 off
2 vs 3	1 Referee	4 off
3 vs 4	2 Referee	1 off
1 vs 2	4 Referee	3 off

A three team pool will play the following (must play 3 sets to 25)

2 vs 3	1 Referee
30 Minute Break	
1 vs 3	2 Referee
30 Minute Break	
1 vs 2	3 Referee

*A 10 minute ball-handling warm up will be allowed between round one and round two.

POWER LEAGUE FORMAT

Most divisions will consist of eight teams (two pools of four teams). Teams will move up and down in divisions after each power league tournament. The top two teams in each division will move up one division, while the bottom two teams in each division will drop down one division. Again, this will allow Power League II teams to move up into Power League I and Power League III teams to move up to Power League II.

For all pool play there will be one round of pool play in each division. Each division will have their teams seeded 1 – 8. The “snaking” format will be used to establish pools within the division.

Example:	Gold Division:	<u>Pool A</u>	<u>Pool B</u>
		1	2
		4	3
		5	6
		8	7

Once the first round of pool play is complete, teams will be placed into bracket play. The top two teams from each pool will form a bracket, while the bottom two teams from each pool will form a bracket. The winner of the first pool (Ex. Pool A) will crossover and play the second place team in the second pool (Ex. Pool B), while the winner of second pool (Ex. Pool B) will crossover and play the second place team in the first pool (Ex. Pool A).



The third place team in the first pool (Ex. Pool A) will crossover and play the fourth place team in the second pool (Ex. Pool B), while the third place team in the second pool (Ex. Pool B) will crossover and play the fourth place team in the first pool (Ex. Pool A). The first round of bracket play will be 2 out of 3,

rally score, with the first two games to 25 points, and if necessary, a third game to 15 points, all games no cap, must win by two points.

In the second round of bracket play, the only match that will be match play (2 out of 3, first two to 25 points, third to 15 points, no cap, win by two) will be the championship match in each division. All other second round matches will be one game of rally to 25 points, no cap, win by two points.

Divisions that consist of six teams, will be seeded 1-6 using the “snaking format” to establish pools in the division.

Example:	Pool M	Pool N
	1	2
	4	3
	5	6

Teams will play in the morning a normal three-team pool which consists of three sets to 25. In the afternoon, teams will play a three-team cross pool. This will allow all six teams to play one another to decide the division champion. All matches are 2 out of 3, rally score, first two games to 25 points, third game to 15 points, no cap, win by two.

Divisions that consist of five teams will be seeded 1-5 and will play a round robin pool format to decide the division champion. All matches are 2 out of 3, rally score, first two games to 25 points, third game to 15 points, no cap, win by two.

TIE-BREAKING PROCEDURES FOR POOL PLAY

If there is a **two-way tie in pool play**, then the following criteria determine the higher seed.

1. Head-to-Head Match play

If there is a **three-way tie in pool play**, all three (3) teams will participate in tie-breaking games. All tie-breaking games will be one rally score game to 15 points, with no cap and must win by two points. The following criteria will determine the seeding.

1. The team with the **highest seed** coming in will have the bye, and referee the 1st playoff round.
2. The winner of the 1st round will play the team with the bye, and the loser of the 1st round will referee.
3. The winner of the second round is the highest seed, while the loser of the first round is the lowest seed.

The Platinum, Gold, Silver and Bronze Division’s for 18’s, 16’s, and 14’s will only play three-way ties in pool play. All other Division’s tie-breaking procedure will be as followed:



1. **Game Winning Percentage** – total games won/total games played x 100%
2. If teams are still tied by **game percentage**, then the **point differential** of the matches played between the tied teams is used.
3. **Coin Flip**
4. In **Platinum League only**, the 2nd and 3rd place tie will have a **playoff**, one set to 15

HEAD OFFICIALS FOR 18'S and 16's PLATINUM/GOLD/SILVER AND 14'S and 12'S GOLD

In the **18's platinum, gold and silver divisions**, all matches have CEVA Head officials as the R1 (up-official). After the January qualifier, all teams from the gold and silver divisions must pay **\$35** per team per month to cover the extra cost of officials.

In the **16's platinum and gold division**, all matches have CEVA Head Officials as the R1 (up-official). After the January qualifier, all teams from the gold division must pay **\$35** per team per month to cover the extra cost of officials.

In the **14's gold division**, all matches have CEVA Head Officials as the R1 (up-official). After the January qualifier, all teams from the gold division must pay **\$35** per team per month to cover the extra cost of officials.

In the **12's gold division**, all matches have CEVA Head Officials as the R1 (up-official). After the January qualifier, all teams from the gold division must pay **\$35** per team per month to cover the extra cost of officials.

POWER LEAGUE POINT DESIGNATION

Power League points commence with February's tournament. Teams receive points after each power league tournament. The 18's Platinum division first place team will receive 620 points, second place 615, third place 610, and fourth place 605 points. The first place team in each gold division receives 600 points. The second place team will receive 595 points. Teams that follow drop 5-point increments (e.g. 3rd place = 590, 4th place = 585). Monthly points and standings are posted on the CEVA website as well as each teams overall points and standing for the year.

POWER LEAGUE REFUND POLICY

The CEVA office each year designates a deadline for entry into the Power League tournaments. Teams are then seeded by the Junior committee for the Power League Qualifier in January.

If a team seeded requests a removal and refund of payment for Power League, two week before the first Power League, the full amount will be reimbursed to the club.

If a team seeded requests a removal and refund of payment for Power League, less than two weeks before the first Power League, the team will pay a penalty fee of \$100.00 and the remaining amount will be reimbursed to the club.



If a team plays in the qualifier and then requests a removal and refund of payment for Power League, the team will pay a penalty fee of \$100.00, in addition to the prorated cost of any tournament played. The remaining amount will then be reimbursed to the club.

If at any time after the qualifier, a team requests a removal and refund of payment for Power League, the team will pay a penalty fee of \$100.00, in addition to the prorated cost of any tournament played. The remaining amount will then be reimbursed to the club.

CEVA CHAMPIONSHIP FORMAT FOR TWO-DAY TOURNAMENT

Two-Day Regional Championship Fee: \$275.00 per team

The two-day CEVA Championship format consists of the top 16 teams overall from Power League I, for the 18-under, 16-under, and 14-under age divisions.

If there are ties among the top 16 teams in overall points, ties will be decided by the final standings from the April Power League. The team with the higher April finish will be considered the higher seed. There are four pools of four teams and the “snaking” format is used to seed pools.

Pools are seeded as follows:

<u>Pool A</u>	<u>Pool B</u>	<u>Pool C</u>	<u>Pool D</u>
1. 1 st seed	1. 2 nd seed	1. 3 rd seed	1. 4 th seed
2. 8 th seed	2. 7 th seed	2. 6 th seed	2. 5 th seed
3. 9 th seed	3. 10 th seed	3. 11 th seed	3. 12 th seed
4. 16 th seed	4. 15 th seed	4. 14 th seed	4. 13 th seed

A double-elimination bracket play takes place on the 2nd day of play. Please note, the 14-under age division plays the first rounds of bracket play on the first day of CEVA Championships. The seeding criteria from pool play to bracket play is as follows:

After the Pool Play, the teams will be seeded as follows:

All number One Seeds in each pool will keep that seed for bracket play and will automatically be placed in the Gold Division.

All number Four Seeds in each pool will keep that seed for bracket play and will automatically be placed in the Silver Division.

All Second and Third Seeded Teams will be placed in a seeding round. They will play as follows Match 1-A3 vs. B2, Match 2-C2 vs. D3, Match 3-D2 vs. C3, and Match 4-A2 vs. B3. The Four Seeds from Pool Play will referee this Seeding Round.

The winners of the seeding round will be placed in the Gold Division and the Losers will be in the Silver Division.

All pool and bracket play is best 2 out of 3 sets, 2 sets to 25 points, 3rd set to 15 points, no cap, win by 2 points.



TIE-BREAKING PROCEDURES FOR TWO-DAY CEVA CHAMPIONSHIP

If there are ties in pool play, then **all ties are played off on the first day of competition.**

If there is a **two-way tie in pool play**, then the following criteria determine the higher seed.

1. Head-to-Head match play.

If there is a **three-way tie in pool play**, all three (3) teams will participate in tie-breaking sets. All tie-breaking sets will be one set to 15 points, with no cap and must win by two points. The following criteria will determine the seeding.

1. The team with the **highest seed** coming in has the bye, and referees the 1st playoff round.
2. The winner of the 1st round plays the team with the bye, and the loser of the 1st round referees.
3. The winner of the second round is the highest seed, while the loser of the first round is the lowest seed.

All teams must be able to compete in both days of the tournament. If teams leave early on either day of the two-day CEVA championship, those teams will not be eligible to play in next year’s CEVA championship.

POWER LEAGUE CHAMPIONSHIP FORMAT FOR ONE-DAY TOURNAMENT

One-Day Championship Fee: \$150.00 per team

The one-day Championship will consist of sixteen teams overall for two divisions in the remainder of Power League I, Power League II and Power League III for the 18-under, 16-under, 14-under, and 12-under age divisions. If there are ties among the division teams in overall points, ties will be decided by the final standings from the April Power League. The team with the higher April finish will be considered the higher seed. There are two pools per division, and the “snaking” format is used to seed pools.

Pools are seeded per division as follows:

<u>Pool E</u>	<u>Pool F</u>	<u>Pool G</u>	<u>Pool H</u>
1. 1 st seed	1. 2 nd seed	1. 3 rd seed	1. 4 th seed
2. 8 th seed	2. 7 th seed	2. 6 th seed	2. 5 th seed
3. 9 th seed	3. 10 th seed	3. 11 th seed	3. 12 th seed
4. 16 th seed	4. 15 th seed	4. 14 th seed	4. 13 th seed

After Pool Play, the top two seeds in each pool will play a single-elimination bracket in the upper division and the bottom two teams will play a single-elimination bracket in the lower division. Bracket placement for first round from pool play is as follows:

Upper Division Bracket	Lower Division Bracket
Round 1 - E1 vs. F2 and F1 vs. E2	E3 vs. F4 and F3 vs. E4
Round 2 – H1 vs. G2 and G1 vs. H2	G3 vs. H4 and H3 vs. G4



All pool and bracket play is best 2 out of 3 sets, 2 sets to 25 points, 3rd set to 15 points, no cap, win by 2 points.

TIE-BREAKING PROCEDURES FOR ONE-DAY CHAMPIONSHIP

If there is a **two-way tie in pool play**, then the following criteria determine the higher seed.

1. Head-to-Head match play

If there is a **three-way tie in pool play**, then the following criteria determine seeding.

5. Game Winning Percentage – total games won/total games played x 100%
6. If teams are still tied by game percentage, then the point differential of the matches played between the tied teams is used.

CEVA ROSTER FREEZE DEADLINE

On April 1st through Regionals, all CEVA team rosters are frozen. Teams are able to make an emergency roster addition if a player on their current roster has an injury or a personal hardship. Emergency roster additions must be received in writing at the CEVA office and are reviewed and approved only by the CEVA Commissioner.

NO SHOW POLICY

Teams that do not show for a Power League Tournament are not refunded their entry fee. The team is dropped to the 8th position in its respective division and also dropped to the next level for the following Power League Tournament. In order to participate in the next Power League, the team **must pay a one-time reinstatement fee of \$100**. The fee must be paid prior to the next Power League or CEVA Championship.

CANCELING FROM A TOURNAMENT

Teams who withdraw from a Friendship or Power League tournament **during the prior workweek**, are not refunded their entry fee. For Power League, the team is dropped to the 8th position in its respective division and also dropped to the next level for the following Power League Tournament. Teams also must **pay a reinstatement fee of \$50**, in order to participate in the next Power League tournament.

Teams who withdraw from a Friendship or Power League tournament **prior to the workweek before the tournament**, will not be refunded their entry fee. But such teams will not need to pay a reinstatement fee in order to participate in the next Power League tournament. The team is dropped to the 8th position in their respective division and also dropped to the next level for the following Power League Tournament.



FORFEIT OF A MATCH

A team forfeiting a match or matches during a Friendship or Power League tournament, **will be fined \$50 per match**. Teams must pay the fine(s) in order to participate in the next Power League tournament.

WEATHER STIPULATION

The CEVA Commissioner may review tournament withdrawals and match forfeitures due to weather to determine whether imposition of a penalty is inappropriate.

HOSTING A TOURNAMENT

The CEVA hosts a number of tournaments throughout the season. For other competitions to take place, clubs or teams must take the initiative and host tournaments. Before a club or team officially declares an intention to host a tournament, the following steps should be taken:

1. **Choose a date.** The CEVA website lists the dates of all events in the region and also some national events during the year. Make sure that there is not another tournament scheduled for the same level that weekend.
2. **Find and reserve a gym.**
3. **Find a tournament director.** A tournament director runs the tournament, and cannot participate in the tournament as a player, coach, or referee. The director's duties include running the captain's meeting, collecting score sheets, posting results, keeping the tournament on schedule, making adjustments as needed, and resolving problems as they occur (those not under the jurisdiction of the protest committee).

SANCTIONING A TOURNAMENT

Assuming the preceding three elements are in place, a Sanctioned Tournament Proposal form must be sent to the CEVA office for approval. A \$150 fee must accompany the tournament proposal to pay for the Head Official that the CEVA region assigns to your tournament. As a reminder, **all tournaments must have one Head Official per eight teams**. If your tournament involves 14 or more teams, CEVA requires that the tournament host pay another \$150 for a second Head Official. The proposal form sent to the CEVA office must contain basic information about the tournament, including:

- Tournament Dates
- Location
- Number of courts (maximum of 4 teams per court, unless approved by the CEVA office)
- Name of tournament director
- Starting time and Ending time
- Captain's meeting time
- Entry fee is set by Club Hosting Tournament
- Entry deadline
- Category and level of play (12's, 14's, 16', and/or 18's)



The CEVA must sanction all tournaments. **The CEVA does not sanction tournaments if a proposal form or a check for \$150 to cover the Head Official has not been received.** Once the required information is received, the tournament date is placed on the CEVA website. The CEVA office also has available a tournament director's packet to help organize the tournament. **Any club cancelling a sanctioned tournament 48 hours or less will forfeit the sanction fee with 50% of the fee kept by CEVA and the other 50% paid to assigned officials.**

TEAMS IN SANCTIONED CEVA TOURNAMENTS

Once a tournament is sanctioned by CEVA, the following guidelines must be followed:

1. Accept teams according to the number of courts available. CEVA policy limits the number of teams in tournament play to four teams per court, unless approved by the CEVA office.
2. Each team in the tournament must be guaranteed a minimum of seven 25-point rally scored games.
3. The entry deadline for a tournament is usually two weeks before the tournament date. Do not eliminate teams from your tournament before the deadline.
4. All teams playing in your tournament **must be registered with the CEVA or other regions under the USAV.** A list of all CEVA registered teams is posted on the CEVA website. If teams from outside the CEVA region submit an entry form, check their USAV status with the CEVA office. Accepting ineligible teams jeopardizes a club's participation in USAV tournaments and may result in a fine.
5. Once the entry deadline has passed, notify all the teams whether or not their entries have been accepted. **This must be done at least one week prior to the tournament.** While contacting each team, it is a good idea to confirm the coach's/captain's meeting time, tournament start time, and the exact location of the tournament.

TOURNAMENT FORMAT

A tournament packet is available from the CEVA office. There are several sample tournament formats for the different number of teams that will be playing in your tournament. As a reminder, each team must be guaranteed seven 25-point sets. Please contact the CEVA office should questions arise or for assistance in developing the tournament format.

FOOD AND DRINK POLICY

All tournament hosts designate an area for team food and beverage consumption. All tournament sites and hosts prohibit food and drinks in the playing gym area, except for team water bottles. For CEVA Hosted Tournaments the sanctions for team violations of the Facility Food and Drink Policy are as follows: For the second violation by the same team, there will be a five point penalty on the next set played. For the third violation there will be a ten point penalty on the next set played. For each additional violation by the same team there is an increase of five points to the penalty. (i.e. six violations by the same team would result in the forfeit of a 25 point set.)



CLEAN-UP POLICY

All players, teams, participants, or hosts are responsible for cleaning their area during and upon completion of play. The tournament host is ultimately responsible for final clean up of any gym facility used for CEVA-sanctioned tournament events.

QUALIFIED REFEREE AND SCOREKEEPERS

All teams entering CEVA tournaments must have a certified referee and scorekeeper for each match. The referee and scorekeeper do not have to be players on the team but must be currently registered with the CEVA region (*i.e.*, coach, friend, or parent) and passed the background screening. All clubs must have a qualified adult as a referee and a certified scorekeeper for every sanctioned tournament. 18 and under junior players may officiate in the R1 position in the CEVA region at club hosted sanctioned tournaments only upon completion of referee training through the CEVA region.

To become a certified referee you must attend a CEVA Referee/Scorekeeper Clinic and pass the on-line assessment unless you have more than two years experience. Those with more than two years experience need only complete the on-line assessment.

To become a certified scorekeeper you must attend a CEVA Referee/Scorekeeper Clinic unless you have more than two years experience. Those with more than two years experience need only complete the on-line assessment.

Referee and Scorekeepers Clinics will be scheduled through and held at the CEVA Office and surrounding areas.

Teams without a qualified referee or scorekeeper at a CEVA tournament event, after December 31st of each season, must pay \$50.00 for the day for a Head Official to cover the team's officiating assignments or must make other arrangements to have their officiating responsibilities covered by a qualified individual not playing, coaching, tournament directing, or otherwise actively participating in the tournament. The fine must be paid to the CEVA Office. In the event that a team is without a certified referee or scorekeeper at a CEVA tournament for a second time or more, the team must pay \$75.00 for the day for a Head Official to cover the team's officiating assignments.

FAILURE TO COMPLETE OFFICIATING ASSIGNMENT

Teams failing to fulfill their officiating assignments will be fined \$50.00.

TEAM/PLAYER UNIFORMS

A player's uniform consists of a jersey and shorts. Team uniforms must be similar, clean and of the same color.

Players' jerseys must be numbered from **1 to 99**. The number must be centered on both the front and back of the jersey. The numbers must be a **different and contrasting color** (*i.e.*, black/white, blue/white, red/white, white/black) to the jersey with a minimum height of 4 inches on the front and 6 inches on the back. (**Recommended Number sizes are 6" in the front and 8" on the back**) Each uniform jersey must use the same color and number height for all team members (except Libero).



The Libero must wear a contrasting color uniform/jersey (i.e., black/white, blue/yellow, red/gray) to the other members of the team. Jersey number placement must be identical to the other members of the team.

It is forbidden to wear jewelry while playing in a tournament.

CEVA TEAM PRIZE POLICY – USA VOLLEYBALL JR. CHAMPIONSHIPS

The CEVA region, each year, may allot \$1000.00 in prizes for the USA Volleyball Junior Championship Tournament. Those teams who are accepted and complete the USA Volleyball Junior Championship can receive up to \$500.00 from the Columbia Empire Region.

If there are more than two (2) teams who are accepted into the USA Volleyball Junior Championship, the prize allotment will be distributed equally among the CEVA teams.

Each team must complete the tournament and submit an article to be posted on the CEVA Web Site to be eligible for the prize allotment. Articles must be submitted to the CEVA office by July 31st.

THE LIBERO SERVING

The Libero is allowed to serve within CEVA in accordance with the NCAA rules.

SANCTION AND APPEAL PROCEDURE

1. **Report to Commissioner.** Reports of violations of CEVA or USA Volleyball policy must be made in writing to the CEVA Commissioner on the CEVA complaint form. To the extent possible and appropriate, the commissioner may treat the identity of the reporting party as confidential. However, the commissioner may not guarantee confidentiality to any reporting party.

2. **Investigation by Commissioner.** Upon receipt of a credible written report of policy violation, the CEVA Commissioner shall investigate the matter. To the extent possible and appropriate, the commissioner may treat the identity and statements of witnesses as confidential. However, the commissioner may not promise confidentiality to any witness.

3. **Action by Commissioner.** Upon completion of the investigation, the commissioner may close the matter, refer the matter to the CEVA Board for further consideration, or sanction the parties involved in a violation the commissioner determines has occurred. The commissioner may enforce such sanction immediately or suspend enforcement of all or a portion of such sanction pending the running of the time in which to request an appeal or the completion of the appeal process. The commissioner shall notify sanctioned parties of the commissioner's determination and action by certified mail to the parties' address on file with the CEVA. The commissioner also shall notify promptly the President of the board of any action taken under this paragraph. The President shall determine whether to place the matter on the agenda of the next regularly scheduled meeting of the board.

4. **Notice of Appeal Rights.** The certified letter to the sanctioned person(s) shall include the following information on the appeals process.



A. The sanctioned person may accept the commissioner's sanction or appeal the decision to the Appeals Board. The sanctioned person has seven-business days to deliver in writing to the CEVA Commissioner at CEVA Headquarters a request to appeal all or a portion of the commissioner's decision. Requests received by CEVA after seven business days of the date of the commissioner's certified letter are untimely and will not initiate an appeal.

B. The CEVA Commissioner will select an Appeals Board from the Appeals Board list maintained by the CEVA. The Appeals Board shall consist of eight (8) CEVA members with no interest or bias in the matter under appeal.

C. From the 8-member Appeals Board, the sanctioned person may choose five (5) members to hear the appeal.

D. Within seven (7) business days of the date the appeals request is received, the Appeals Board will hear the appeal. The sanctioned person may appear before the Appeals Board to make a statement, present information or testimony of witnesses, or respond to questions from the Appeals Board. Appearances must be made in person, although counsel may accompany the sanctioned person. Only the sanctioned person may make statements and responses to the Appeals Board; counsel's role is limited to advising his or her client.

E. The Appeals Board shall deliberate to a decision either to uphold the commissioner's sanction, to modify the sanction, or to apply no sanction. Decisions of the Appeals Board shall be by majority vote, if necessary to reach a decision. In case of a deadlock, the matter shall automatically be referred to the CEVA Board for its review and final action. The Appeals Board shall prepare immediately a brief written report to the CEVA Commissioner outlining the basis of its decision and those members dissenting from the decision, if any.

G. The CEVA Commissioner shall inform the sanctioned person of the Appeals Board's decision by certified mail directed to the address of the sanctioned person on file with the CEVA. The sanctioned person may accept the Appeals Board decision or appeal the decision to the CEVA Board. The sanctioned person has seven-business days to deliver in writing to the CEVA Commissioner at CEVA Headquarters a request to the CEVA Board to appeal all or a portion of the Appeals Board's decision. Requests received by CEVA after seven business days of the date of the commissioner's certified letter are untimely and the Appeals Board's decision shall be final.

H. Within seven (7)-business days of the date the second appeals request is received, the CEVA Board will hear the appeal. Any CEVA Board member with a conflict of interest or bias in the matter may be excused on the member's own motion or upon a majority vote of the remaining members of the board. The sanctioned person may appear before the board to make a statement, present information or testimony of witnesses, or respond to questions from the board. Appearances must be made in person, although counsel may accompany the sanctioned person. Only the sanctioned person may make statements and responses to the board; counsel's role is limited to advising his or her client

I. The CEVA Board will deliberate to a decision either to uphold the decision of the Appeals Board, to modify that decision, or to apply no sanction. The decision of the CEVA Board is final and there is no further appeal.

5. Board Initiative. At the board's next regularly scheduled meeting, the board may determine to take up a matter previously closed by the commissioner, to cause further investigation into any matter to be



undertaken, or to review and modify a sanction accepted by a sanctioned party. A decision by the board to review a sanction already accepted by a sanctioned party shall entitle the sanctioned party to a hearing before the board as provided in Sections 4., H and I of this policy. The hearing will be scheduled no later than 10 business-days following the regularly scheduled meeting at which the board proposed to modify the sanction accepted.

6. Notice of Final Action. A certified letter from the CEVA Commissioner will be sent to the sanctioned person providing notice of the CEVA Board's decision and that there is no further process of appeal.

7. Scope and Grounds for Sanctions. The CEVA Commissioner is empowered to impose sanctions on any member of the association for violations of the USA Volleyball Code of Conduct, the CEVA Junior Handbook, the Columbia Empire Region Code of Ethics, and Principle II of the Coaches Code of Ethics and Conduct for USA Volleyball.