

SUMMARY OF BOYS' BID TOURNAMENT RESPONSIBILITIES

This section outlines the specific duties that are the basis to evaluate a Boys' Bid Tournament for compliance purposes in these areas:

- Tournament entry information.
- Availability.
- Required information for Competition Commission and Events Department.
- Required information for Competition Commission.
- Additional requirements.
- Conduct of the Boys' Bid Tournament tournament.
- Ethics and eligibility.

Tournament Entry Information

Send tournament entry information to the Events Department for feedback prior to posting on web site. The tournament information will include:

- General tournament format description.
- Deadlines for submitting tournament entry, seeding and other information.
- Team registration information.
- Requirement for submitting complete and accurate results submitted via the online system used by the Boys' Bid Tournament (currently AES, STP or D4).
- JNC qualification procedures and bid numbers.
- Ramifications and Penalties for Denial of a bid.
- Coaches' meeting information, including procedures for teams arriving late.
- List of awards given.
- Statement that no roster additions (players or coaches) may be made at a Boys' Bid Tournament once a team has commenced match play in that event.
- Provision to include a statement signed by a team's head coach or club director that all reported competition results are complete, accurate and up-to-date.
- The number of teams that will be accepted for all age divisions in the current season's Boys' Bid Tournament event, including totals for both last year's accepted teams by age division and the number of teams denied entry at last year's event by age division.
- Statement that all reported results for the JNC and Boys' Bid Tournaments will be made accessible to all coaches, club directors or club representatives for all competitions.
- Statement that all competition results' services and platforms employed by the Boys' Bid Tournaments will provide current read-only access to all results.
- Selection criteria statement:

“In the event the number of entry applications in a division exceeds the space available, teams will be admitted into the Tournament based on certain criteria.

For a team applying to an Open division, the selection criteria are:

1. Strength;
2. Previous year’s Boys’ JNC finish of the rostered players;
3. Date of entry; and
4. Number of teams per club.

When submitting entry information for a Bid Tournament, all competition results must be reported, regardless of the age division in which a team competes. In the absence of competition results, an application must be accompanied by a letter of explanation that addresses the reason(s) why results are not available. Teams that neglect to submit criteria used for selection may be eliminated.

Strength will be determined by competition results information. A listing of all match results, opponents, and scores will be used to determine the strongest teams.

When submitting entry information for a Bid Tournament, complete and accurate competition results must be reported on STP and/or AES, regardless of the age division in which a team competes.”

A team may register in an older age division at a Boys’ Bid Tournament, provided acceptance of such a team does not prevent an in-age-division team from being accepted.”

Availability

The Boys’ Bid Tournament staff must be available by email and fax.

Required Information for Competition Commission and Events Department

Boys’ Bid Tournaments must send the following information to the Competition Commission and the USAV Events Department:

| Information | Format | Timing | Comments |
|--|---------------------------|--|--|
| Participant list | Excel attachment to email | Within 24 hours after the entry deadline | Updated not less than 14 and preferably 21 days prior to the first day of the Boys’ Bid Tournament (earlier will be to the advantage of the Boys’ Bid Tournament). |
| Wait list teams | Excel attachment to email | Within 24 hours after the entry deadline | Updated not less than 14 and preferably 21 days prior to the first day of the Boys’ Bid Tournament (earlier will be to the advantage of the Boys’ Bid Tournament). |
| Tournament finish order for all divisions | Excel attachment to email | By Tuesday noon following the last day of the Boys’ Bid Tournament or earlier, if possible | Club Name, Team Name, Team Code with identification of accepted bid recipients per division. |

Required Information for Competition Commission

Boys' Bid Tournaments must send the following information to the Competition Commission:

| Information | Format | Timing | Comments |
|--|--|---|--|
| Competition results and team strength information for entry selection (if necessary) | Send to Chair of the CC | Within 24 hours of the entry deadline for entry determinations (<i>only</i> for those divisions over-subscribed <i>and</i> having results for more teams than tournament can accept) | CC will determine, based on stated criteria, which teams are denied entry, finishing selection not later than 7 days after the Boys' Bid Tournament deadline date. |
| Boys' Bid Tournament schedule grid | | Not less than 21 and preferably 30 days prior to the first day of the Boys' Bid Tournament (earlier will be to the advantage of the Boys' Bid Tournament). | CC will approve not later than 7 days after submission by the Boys' Bid Tournament. |
| Initial seeding of the Club divisions | Excel attachment to email to Chair of the CC | Not less than 14 and preferably 21 days prior to the first day of the Boys' Bid Tournament (earlier will be to the advantage of the Boys' Bid Tournament). | CC will approve not less than 10 days prior to the first day of the Boys' Bid Tournament. |
| Any seeding changes made prior to the start of the first day of the Boys' Bid Tournament | | | |
| Complete competition results for all rounds of play | Excel attachment to email | No later than Tuesday noon following the last day of the Boys' Bid Tournament or earlier, if possible. | |

Additional Requirements

| Send To | Item | Timing | Comments |
|---|---|---|---|
| USAV Events Department | Copies of signed rosters of the teams that qualified (won a bid) for the JNC Names of teams that forfeited a match | Within the week following the last day of the Boys' Bid Tournament | Please fax or scan and email the rosters of the teams that earned bids as soon as possible after the finish of the bid tournament (preferably at the same time as the results). Fax to 719.228.6899, Attn: Barbara Eisenbeis or email to barbara.eisenbeis@usav.org . |
| USA Volleyball Events Department 715 S. Circle Drive Colorado Springs, CO 80910 | Check for sanction fees | Within 30 days following the conclusion of the Boys' Bid Tournament | The check amount is determined by applying the formula specified in the Licensing Agreement between USAV and the Boys' Bid Tournament, stating which event the check comes from, what the check is for and how many teams were in the event. |
| CC and USAV Events Department | Self Evaluation Form | Within two weeks of event | Form is available on USAV website. |
| Teams attending the Boys' Bid Tournament | Boys' Bid Tournament results | Within two weeks of event | Results can be posted on the Internet in lieu of sending to teams. |

| Send To | Item | Timing | Comments |
|---|---|--------|---|
| USA Volleyball Director of Finance 715 S. Circle Drive Colorado Springs, CO 80910 | Officiating candidate match fees Itemized statement listing number of matches used for rating at the Boys' Bid Tournament | | <i>Only required if the Boys' Bid Tournament is used as an officiating rating site.</i> |

Conduct of the Boys' Bid Tournament

Conduct the tournament according to the parameters stipulated by USAV:

- Verify all rostered participants as current USAV members including staff who must also have cleared background screenings on file.
- Follow the format as prescribed and approved by USAV Events Department.
- Follow the match sequence prescribed in the Boys' Bid Tournament Manual.
- Follow the match time schedule prescribed in the Boys' Bid Tournament Manual.
- Follow the court use protocol in the Boys' Bid Tournament Manual.
- Follow the tie-breaking process prescribed in the Boys' Bid Tournament Manual.
- Follow the warm-up protocol prescribed in the Boys' Bid Tournament Manual.
- Provide facilities and equipment as prescribed in the Boys' Bid Tournament Manual.
- Provide referees as prescribed in the Boys' Bid Tournament Manual.
- Provide Certified Athletic Trainers. Trainers must provide proof of liability insurance coverage to the Tournament Director.
- Complete and forward ALL Incident Forms, both medical and event related
- Follow all pertinent USAV rules and JA policies.

Ethics and Eligibility

- Place the following graphically emphasized statement at the beginning of all Ethics and Eligibility statements:

“This event is part of the USA Volleyball National Championships. Participants, individual or team, may access normal Due Process channels should their eligibility to participate be in question. Procedures including appeal options are outlined in the Bylaws of USA Volleyball in Article XI. Bylaws can be found in the current issue of the USAV Official Guidebook. The Guidebook is available through Regional Commissioners or from the USA Volleyball national office, at the event Championship Desk and on the USAV website at <http://www.usavolleyball.org>.”
- Provide housing and local transportation for the USAV Arbitrator/Evaluator at the expense of the event.