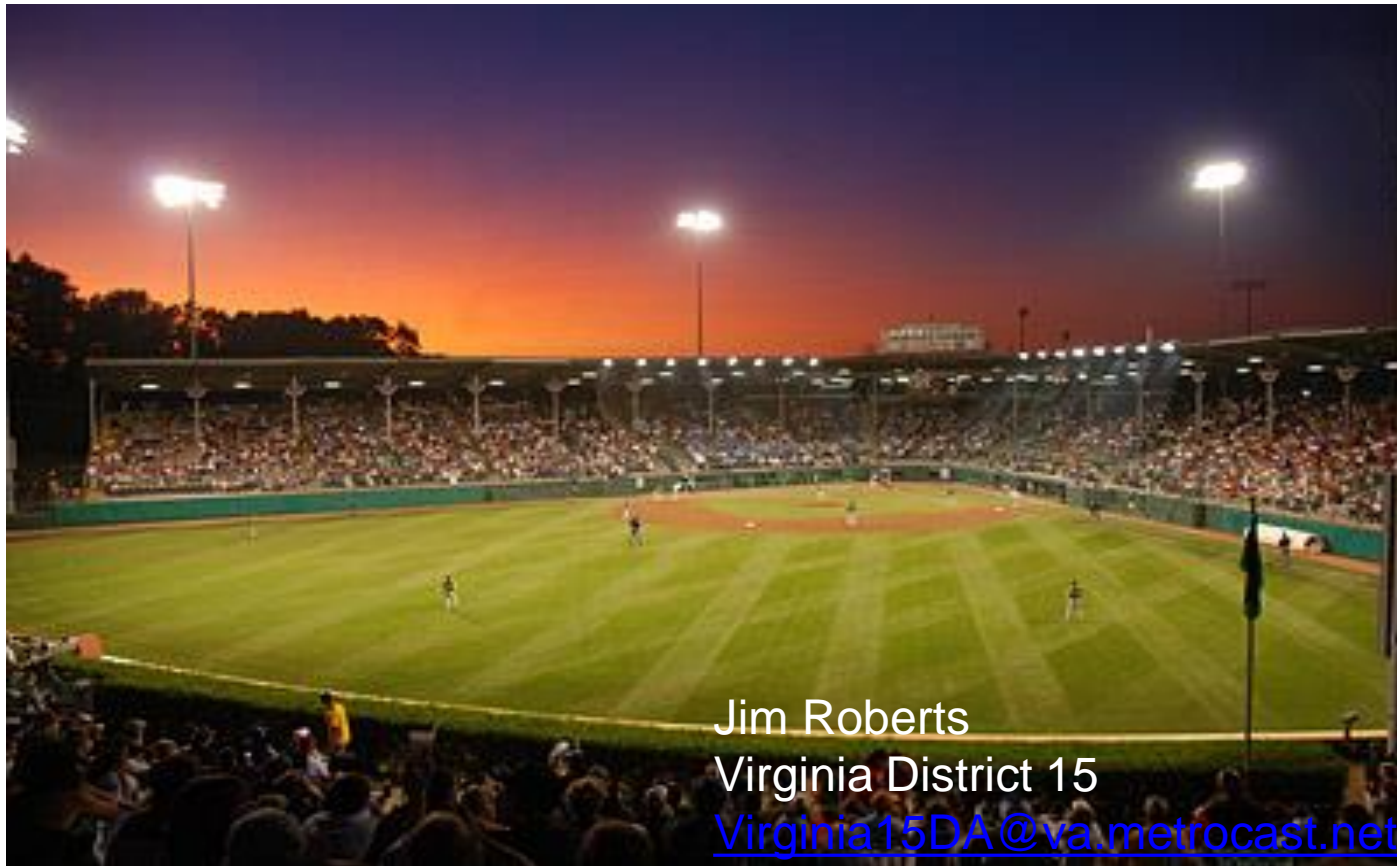




# Little League® Baseball and Softball League Official Training





# GETTING STARTED





# Little League History

## LOOKING BACK: HOW IT ALL STARTED

- 1939: Founded by Williamsport, PA resident Carl Stotz started with 3 teams: Lycoming Dairy, Lundy Lumber and Jumbo Pretzel. The first season played in a vacant lot
- 1947: Little League expands outside of PA and the first Little League World Series (known then as the National Little League Tournament).
- 1949: Little League expands to 307 US leagues and the Saturday Evening Post does a feature story on the program highlighting the 1948 National Tournament. Carl Stotz is inundated with requests for information about the program.







# Little League History

## LOOKING BACK: HOW IT ALL STARTED

- 1951: Little League goes international with a league in British Columbia, Canada and grows to 776 programs.
- 1953: The National Little League Tournament is televised on ABC with Howard Cosell handling the play-by-play.





# Little League History

## LOOKING BACK: HOW IT ALL STARTED



- 1964: Little League is granted a Charter of Federal Incorporation by the U.S. Congress and signed by President Lyndon B. Johnson.
- It provides for incorporation of Little League in all 50 states and endows the program with protective integrity by the U.S. Government.
- This places Little League in the same category as Red Cross, Boy Scouts, Boys Clubs of America and a select group of other agencies similarly chartered.



# Little League History

## LOOKING BACK: HOW IT ALL STARTED



- 1974: Little League rules are revised to allow participation by girls. Little League Softball and Senior League Softball programs are created.
- Little League continues to grow and expand on all fronts, becoming what it is today: the largest organized youth sports program in the world.



# Little League History

## Organizational Structure/Chain of Command







# Charter/Insurance Enrollment Form

- Send early, even if exact team numbers not yet determined
- **Team Charter** fees may be deferred for a limited time
- **Insurance premiums** must be paid in full before coverage is effective
- Fill out completely

**SEE REVERSE SIDE FOR INSTRUCTIONS**

**LITTLE LEAGUE BASEBALL, INCORPORATED**  
CHARTER APPLICATION AND INSURANCE ENROLLMENT

**NEW REQUIREMENT FOR 2000 SEASON**

Little League Baseball will accept any request for charter affiliation without any request for insurance coverage until the following notification is signed by both the League President and either the League Vice President, Treasurer or Secretary. All requests must be received, reviewed and fully processed. All new Little League programs will be required to sign a statement on the insurance enrollment application that certifies that no previous intent had been expressed in compliance with the regulations. Failure to comply may result in loss of tournament privileges and possible charter suspension by the Central Council.

Regulations 126 and 131.2 mandate the use of the Little League Volunteer Application for all managers, coaches, board members and any other persons (volunteers or paid workers, who provide regular services to the League) who have regular access to or contact with players or teams. This form shall only be utilized in order to comply with state, state/provincial or national laws. Paragraph 131.2 and its associated checks must be completed on every individual that is required to complete a volunteer application. No two identical President and Vice President forms are signs on behalf of the organization that are not comply with the use of the "Little League Volunteer Application" and conduct all of the required background checks.

President's signature: \_\_\_\_\_ V.P. Name: \_\_\_\_\_ V. signature: \_\_\_\_\_

BOYS SOFTBALL TEAMS CHARTERING									
TEAM NAME	LEAGUE	CHARTER DATES	START DATE	END DATE	MANAGER	COACHES	PLAYERS	INSURANCE	FEES
...	...	...	...	...	...	...	...	...	...

GIRLS SOFTBALL TEAMS CHARTERING									
TEAM NAME	LEAGUE	CHARTER DATES	START DATE	END DATE	MANAGER	COACHES	PLAYERS	INSURANCE	FEES
...	...	...	...	...	...	...	...	...	...

BOYS SOFTBALL TEAMS CHARTERING									
TEAM NAME	LEAGUE	CHARTER DATES	START DATE	END DATE	MANAGER	COACHES	PLAYERS	INSURANCE	FEES
...	...	...	...	...	...	...	...	...	...

**TOTAL BASEBALL CHARTER FEE:** \$20.00

**TOTAL SOFTBALL CHARTER FEE:** \$20.00

**ITEMS B, D, AND H INSURANCES ARE MANDATORY UNLESS PROOF OF LOCAL COVERAGE IS SUBMITTED**

**TOTAL FEES DUE:** \$40.00

**TOTAL PAYMENT SUBMITTED:** \$40.00

Player contact and information as required:  
Manager Name: \_\_\_\_\_  
Player Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
City: \_\_\_\_\_  
State: \_\_\_\_\_  
Zip: \_\_\_\_\_  
Country: \_\_\_\_\_

Coach Information:  
Coach Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
City: \_\_\_\_\_  
State: \_\_\_\_\_  
Zip: \_\_\_\_\_  
Country: \_\_\_\_\_

Insurance Information:  
Insurance Company: \_\_\_\_\_  
Policy Number: \_\_\_\_\_  
Effective Date: \_\_\_\_\_  
Expiration Date: \_\_\_\_\_

Local Coverage Information:  
Local Coverage: \_\_\_\_\_  
Local Coverage Description: \_\_\_\_\_

Other Information:  
Other Information: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_





# Charter/Insurance Enrollment Form

- Enter current season teams, if different from previous year in the current season teams column
- Calculate Charter Fee by multiplying number of teams by rate and place in charter fee column
- The same steps are followed when chartering both baseball and softball
- Calculate Accident Insurance fee (varies by state) by multiplying number of teams by insurance rate and place in the insurance fee column

SEE REVERSE SIDE FOR INSURANCE INFORMATION

LITTLE LEAGUE BASEBALL®  
CHARTER APPLICATION AND I

DIVISION	PREVIOUS SEASON TEAMS	CURRENT SEASON TEAMS (IF DIFFERENT)	PER TEAM RATE	CHARTER FEE (TEAMS X RATE)	*ACCIDENT INSURANCE	
					INSURED PREVIOUS SEASON?	INSURANCE RATE
LITTLE LEAGUE MAJOR (AGES 9 THRU 12)	6	7	10.00	70.00	24.00	168.00
JUNIOR LEAGUE (AGE 13 THRU 14)	3		10.00	30.00	55.00	165.00
SENIOR LEAGUE (AGES 14 THRU 16)	3		10.00	30.00	55.00	165.00
BIG LEAGUE (AGES 16 THRU 18)	2		10.00	20.00	55.00	110.00
TEE-BALL (AGES 5 THRU 8)	10	14	10.00	140.00	24.00	336.00
LITTLE LEAGUE MINOR (AGES 7 THRU 12)	12	14	10.00	140.00	24.00	336.00
CHALLENGER (AGES 5 THRU 18)	6		10.00	60.00	24.00	144.00
TOTAL BASEBALL CHARTER FEE				→ 490.00	TOTAL BASEBALL INSURANCE FEE → 1424.00	



# Charter/Insurance

## Crime / Liability Insurance (General Liability and Directors & Officers Liability) Fees

ENTER AMOUNT FROM LINE A	490.00	BASEBALL CHARTER FEE	You will be charged for insurance in F, and G unless you cross out the insurance not wanted.	F	250.00	CRIME INS. FEE
ENTER AMOUNT FROM LINE B	1409.00	BASEBALL ACCIDENT INSURANCE FEE		G	2346.90	GENERAL LIABILITY INS. FEE
ENTER AMOUNT FROM LINE C	612.00	SOFTBALL CHARTER FEE				
ENTER AMOUNT FROM LINE D	1080.00	SOFTBALL ACCIDENT INSURANCE FEE				
ENTER AMOUNT FROM LINE E	\$27.00	ADDITIONAL INSURED FEE		H		OUTSTANDING BALANCE

2 teams or less - \$ 278.00  
 3-7 teams – \$ 394.00  
 8-14 teams- \$ 652.00  
 Above 14 teams - \$ 39.00 per team + \$135 D&O per league

**ITEMS B, D, AND G INSURANCES ARE MANDATORY UNLESS PROOF OF LOCAL COVERAGE IS SUBMITTED**

- The Crime Insurance fee is pre-printed in section F
- The General Liability Fee is based on the number of teams last year
- **Note there will be a charge for section F (Crime) and G (Liability) unless they are crossed out**
- **Additional Insured fee is \$27.00 each**
- Note Items B, D (Accident) and G (Liability) Insurances are mandatory unless proof of local coverage is submitted



# Charter/Insurance

## League Contact Information

Please correct any information as needed:		FOR	ORDER # _____
League Name: _____	Home #: _____	INTERNAL	DATE _____
President Name: _____	Business #: _____	USE	CK # _____
Address: _____	Fax #: _____	ONLY	CK AMT _____
	E-mail Address: _____	<b>Date Boundary Map Last Updated _____</b>	
	League Location: _____		
QUOTE #:	LEAGUE IDENTIFICATION NUMBER	Hometown Little League	
HOME PHONE: (570) 555-5321		John Doe, President	
BUS. PHONE: (570) 555-5555		123 First St.	
E-MAIL ADDRESS: jdoe@kyle.com	PLEASE USE ON ALL CORRESPONDENCE	Hometown, PA 55555	
FAX NUMBER: (570) 555-5566			
LEAGUE LOCATION: Hometown, PA			

- League and President contact information is pre-printed in the contact information section
- Any changes can be made in the specified area
- Identify last date map was updated. (A current map w/ President & DA signatures and date must be submitted to the Regional Office)





# Charter/Insurance Agreement Section

**VOLUNTEER SCREENING AGREEMENT**

Little League Baseball will not accept any request for charter affiliation/re-affiliation or any request for insurance coverage until the following verification is signed by both the league President and either the league Vice-President, Treasurer or Secretary. All unsigned forms will be returned, without being processed. All local Little League programs will also be required to sign a statement on the tournament enrollment application that verifies that the process stated below has been implemented in compliance with the Regulations. Failure to comply may result in the loss of tournament privileges and possible charter suspension by the Charter Committee.

Regulations 1 (b) and 1 (c) 8 mandate the use of the "Little League Volunteer Application" for all managers, coaches, board members and any other persons, volunteers or hired workers, who provide regular service to the league and/or have repetitive access to, or contact with, players or teams. This form shall only be modified in order to comply with local, state, provincial or national laws. Pursuant to Regulations 1 (c) 8 and 9, background checks must be conducted on every individual that is required to complete a volunteer application. As duly elected President and V.P./Treas./Sec., we agree on behalf of the organization that we will comply with the use of the "Little League Volunteer Application" and conduct all of the required background checks.

**LEAGUE CHARTER AGREEMENT**

I, the duly elected president of the organization listed herein, hereby make application for a charter and for the right to conduct a baseball and softball program under the name "Little League" for the year indicated on this form. This application is accompanied by a registration fee which I understand will be refunded if charter is not granted. If accepted, I pledge myself and my organization to strict compliance with all the Rules and Regulations of Little League Baseball Incorporated. I also agree that myself and my organization will not discriminate against any person on the basis of disability, race, creed, color, national origin, gender, sexual preference, or religious preference. I hereby agree that Little League is the sole and exclusive owner of all funds and property acquired by the organization at any time in the name of Little League and that all of these funds and property shall be devoted solely and exclusively to Little League's purpose. In the event that any controversy or dissension may arise in connection with the charter hereby applied for, I agree on behalf of the league mentioned to accept the decision of the Charter Committee as final and binding. Whatever controversies thereafter remain shall be decided by voting with both parties present in Wilmington. Our league recognizes the needs of International Headquarters to raise funds for its annual activities and hereby consents to it receiving weekly payments from the manufacturers of articles of equipment used by our organization.

We acknowledge that we have read and will comply with the Volunteer Screening and League Charter Agreements  
Application will not be processed if both signatures are not present.

President's signature John Doe /Date 11/15/14 V.P./Treas./Sec.'s signature Jack Barry /Date 11/15/14

- Carefully read the Volunteer Screening Agreement and the League Chartering Agreement
- The Charter Application requires the signature of the President and the Vice President, Treasurer or Secretary
- The application will not be processed if both signatures are not present.
- Be sure to read the disclosure statements on the back of the application





# Insurance Coverage

## Accident Coverage

- Rate is based on the number of teams, state, and type of play. (Range from \$23-\$60 per team)
- Covers entire YEAR – Jan. 1 through Dec. 31 – **OR** when you pay for insurance through Dec. 31 - including practices and special events (fund-raising, team picnics, etc.)
- Policy term is effective Jan. 1 to Dec. 31 as long as the premiums are paid in full, and the application/charter are received and accepted at Little League International prior to Jan. 1





# Insurance Coverage

## Accident Coverage

- Coverage terminates prior to Dec. 31 for certain individuals, for example Players and Coaches at the conclusion of their last regular season game. Coverage can be available for TAD (Training & Development) and through tournaments approved by Little League International in Williamsport
- Coverage is secondary, unless the player has no primary insurance -- then it becomes primary
- Maximum benefit is \$100,000 per **person, per accident**





# Insurance Coverage

## Liability Coverage

- Includes both General Liability and Directors & Officers **Liability** coverage
- Rate quote for the General Liability portion is based on the number of teams chartered in a league for the previous season
- General Liability basic limit of \$1 million can be increased upon request for an additional premium; 2 Million- \$380 additional to basic quote, 3 Million- \$445 and 5 Million-\$1,225





# Crime Insurance



- Protects leagues against monetary loss caused by the following: dishonesty, disappearance of money, securities or other property
- Destruction of money or securities





# Crime Insurance



- Maximum limit of \$35,000 per loss
- Deductible: \$250 for property, \$1,000 for money or securities



# Crime Insurance

- Cost to Leagues: \$250
- Written notice shall be given at the earliest practicable moment, and in no event later than 180 days after such discovery. Within 60 days after notice is provided, but not more than 240 days after discovery, full particulars of proof of loss must be provided
- Does not provide coverage for vandalism, fire or flood





# ASAP Program

## Requirements for ASAP Plan

1. Have an active Safety Officer
2. Publish, distribute safety manual
3. Post, distribute emergency numbers
4. Check **everyone (volunteers and hired workers)** on National background check
5. Provide fundamentals training
6. Provide first-aid training
7. Require field inspections before use





# ASAP Program

## Requirements for ASAP Plan

8. Complete annual Facility Survey
9. Use concession stand procedures
10. Regularly inspect and replace equipment as needed
11. Have prompt accident reporting
12. Require first-aid kits at events
13. Enforce all Little League Rules
14. Qualified Safety Plan Registration form
15. **Player and Coach/Manager registration or player roster information Data prior to April 1st**







# ASAP Program

- All league safety plan materials must be postmarked no later than **April 1, 2020** to be eligible for any of the awards.
- Leagues working toward the District Incentive must have all requirements received and approved by Little League International no later than **March 13, 2020**.



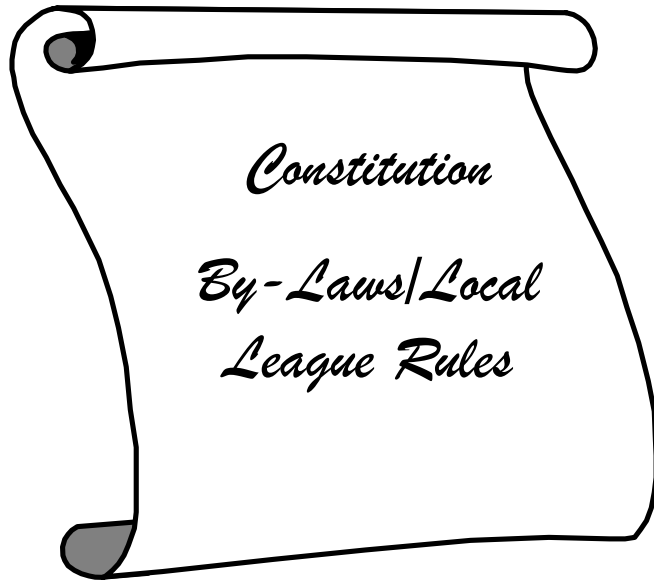


# Winter





# Local League Constitution

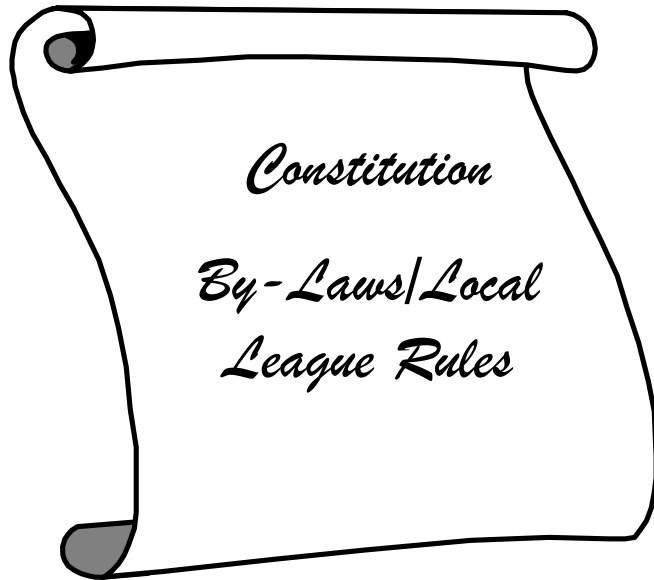


- **Constitution:** Reviewed & approved annually by the **membership** at a duly organized meeting as provided in Article XII of the Model Constitution
- Forwarded to Regional Headquarters to be reviewed
- Board of Directors may not deviate from document





# Local League Constitution



- The Constitution spells out the duties and responsibilities of the officers of the board, definition of membership, election procedures, meeting requirements such as quorum, etc.
- Legally-Binding Document





# Local League

## By-Laws/ Local League Rules

- **By-Laws/Local League Rules:** created each season by the **Board of Directors**
- Must be in compliance with Little League Rules & Regulations
- Sent to DA for review and waivers requested, when necessary





# Local League

## By-Laws/ Local League Rules



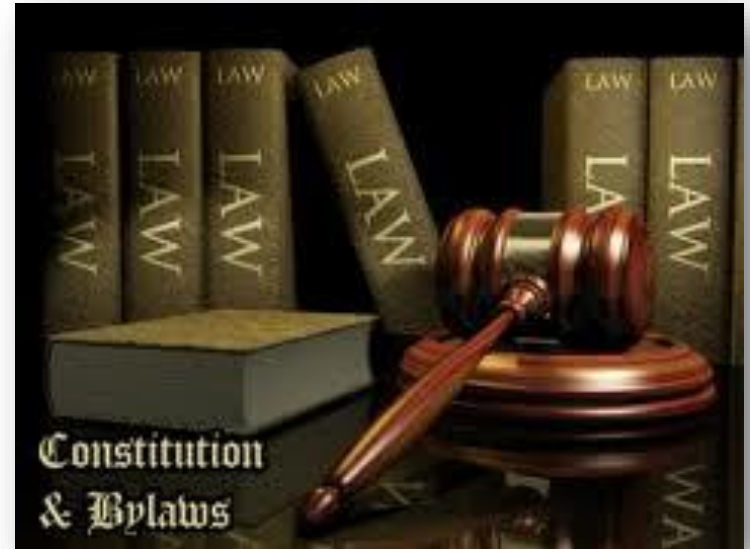
- This document expires annually at the end of the fiscal year and must be renewed annually
- They normally include the local board's procedures for Age Structure, Selection of Tournament Teams (All Stars), specific ground rules for various divisions, etc.



# Constitution/By-laws

## Best Practices

- Make all general documents available to any Member of the local league
- Strongly recommended to post or distribute at registration(s)
- Review Constitution and By-Laws annually and make any necessary changes.

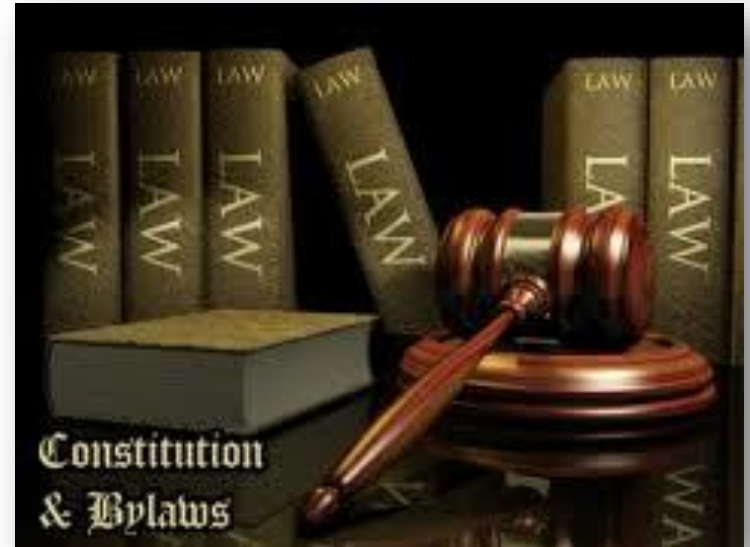




# Constitution/By-laws

## Best Practices

- Make all documents “transparent”. No information on Constitution or By-Laws should be a secret.
- Hold a Parent Meeting or Parent Orientation to go over how to become a member, draft procedure, tournament selection process, etc.







# Incorporation & Finances



- Has the Board submitted proper Incorporation papers with the state? (if applicable)
- Has the Board submitted the proper 990 federal tax form for fiscal year? (e-Postcard 990-N if under \$50,000 in gross receipts, Form 990-EZ with Schedule A if over \$50,000, or Form 990 with Schedule A if over \$1,000,000)



# Incorporation & Finances



- Has the Board submitted proper State tax form for sales tax on revenue for fiscal year? (if applicable)
- Remember that the Articles of Incorporation on file with the state, as well as the local league's Constitution, are BOTH legally binding. They must not conflict and should be periodically checked for inconsistencies.



# Incorporation & Finances

For further information regarding incorporation and/or finances, contact:

Becky Bassett at

570-326-1921 ext. 2228

or email

[bbassett@littleleague.org](mailto:bbassett@littleleague.org)



# Officers Meet with DA, Staff

- Discuss plans for the coming year
- New Board members
- Learn DA's authority and role with local league







# Officers Meet with DA, Staff

- Boundaries reviewed/map signed and dated then
- Coordinate start-finish times for Regular Season and Interleague Play
- Review district structure and DA election process





# Fundraising Ideas / Methods



- Sponsorships
- Fence signs
- Decal Day
- Program ad sales



# Fundraising Ideas / Methods



- Fundraising plans using Little League sponsors/licensees
- Other fund-raisers using adults
  - Bake sales, Picnics, Parties, Dances



# Fundraising Ideas / Methods



- Others?...
- Not all fundraisers will be covered by insurance, check with Little League International HQ for approval





# Registration Promotion

- Download the Registration Template from the Marketing and Registration Tools located in the Chartering & Marketing Toolkit- Online Resource Portal

[www.LittleLeaguetoolkit.org](http://www.LittleLeaguetoolkit.org)

- Registration Poster (Color or B/W available)
- Media Releases
- Ad Slicks

**Year / League**  
LITTLE LEAGUE® BASEBALL AND SOFTBALL

REGISTRATION INFORMATION

Name of registrant  
Address  
Note area for descriptive directions

DATES / TIMES

Day, Month, Year  
Start Time - End Time  
Day, Month, Year  
Start Time - End Time

REGISTRATION FEES

\$XX Per Child  
Or Family Pricing Information  
Late Registration Fee / Information

DIVISIONS / AGES

Baseball  
Tee Ball: x-ages: x-ages: x-ages  
Major League: x-ages: x-ages  
Junior League: x-ages: x-ages  
Senior League: x-ages: x-ages  
Big League: x-ages: x-ages  
Challenger: x-ages: x-ages  
Senior Challenger: x-ages: x-ages

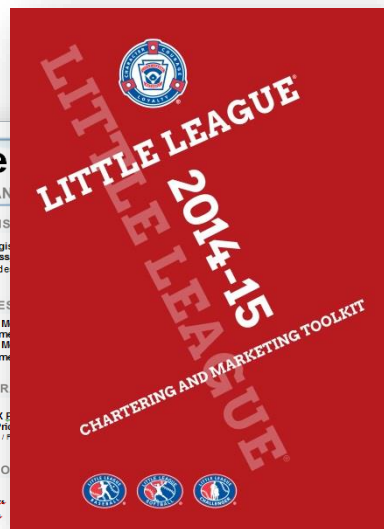
WHAT TO BRING

All Parents/Guardians must bring participant's birth certificate and three documents proving residency or one document supporting school enrollment.

CONTACT

Name, Title | Phone # | Email

Register Online: [yourwebsite.com](http://yourwebsite.com)



**Name**  
LITTLE LEAGUE® BASEBALL AND SOFTBALL

LET'S PLAY BALL!  
Learn the game!  
For information on Little League Baseball and Softball, visit our website at [www.LittleLeague.org](http://www.LittleLeague.org).  
The Little League is for the parents and children who are new to the Little League program.  
The Little League has full instruction, coaching and umpiring available. For all other questions  
visit [www.LittleLeague.org](http://www.LittleLeague.org) or call 1-800-444-4444.

Don't miss out on the opportunity to be a part of this exciting program. Sign up today!

REGISTRATION INFORMATION

Name of registration location  
Address, City, State  
Note area for descriptive directions

DATES / TIMES

Day, Month, Year  
Start Time - End Time  
Day, Month, Year  
Start Time - End Time

REGISTRATION FEES

\$XX Per Child  
Or Family Pricing Information  
Late Registration Fee / Purchaser Buyout Information

DIVISIONS / AGES

Tee Ball Baseball: x-ages | Tee Ball Softball: x-ages

WHAT TO BRING

All participants must bring a birth certificate and three documents proving residency or one document supporting school enrollment.

CONTACT

Name, Title | Phone # | Email

Register Online: [yourwebsite.com](http://yourwebsite.com)



# Registration Promotion



- Call/email previous years players and remind them about registration
  - Ask them to spread the word
  - Have a membership drive contest with rewards given to the highest player members referring new players



# Player Registrations

- Have Multiple Dates available
- Paperwork Needed:
  - Enrollment & Volunteer Applications
  - Medical Releases & Injury Policy for league
  - **Boundary Maps**
  - **At least 3 proofs of residency within boundaries date or in force between February 1, 2019 and February 1, 2020**
  - Financial Statement
  - Tryout / Draft explanation
  - Tournament Team selection method
  - Board approved local league rules and guidelines





# Use of Websites



- In conjunction with Dick's Sporting Goods, BlueSombrero.com (an affiliate of Dick's) offers free web hosting which includes free online Registration and League Management tools for Little League Baseball & Softball. Webhosting by Blue Sombrero is not a requirement but it can and does make the process easier, simpler (and cheaper).





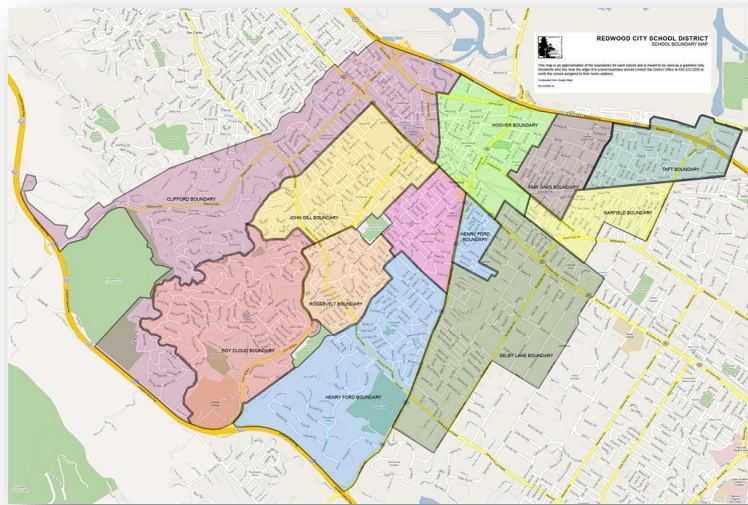
# Use of Websites



- Use of the Little League trademarks, logos and links to [www.LittleLeague.org](http://www.LittleLeague.org) are permitted on league web sites, but Little League reserves the right to review any web site that uses its trademarks and logos. If content is deemed inappropriate, the league will be required to remove the offending content.



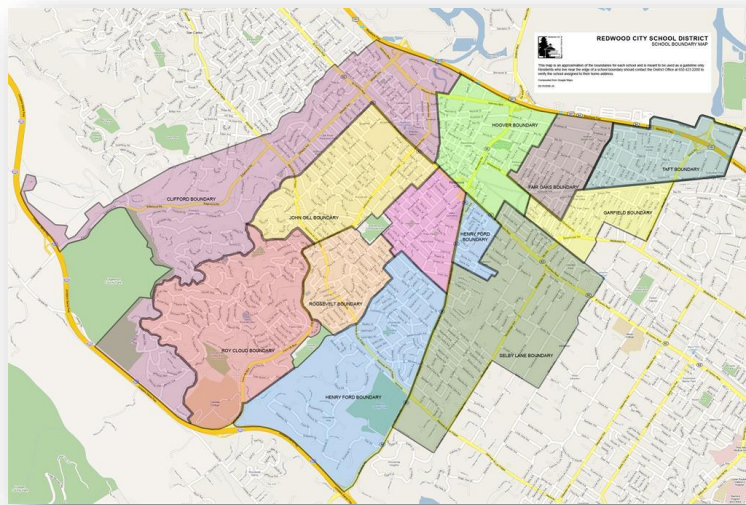
# Residence and School Attendance Player Eligibility Requirements



- Each Local Little League determines geographic boundaries to select players
- Boundaries must be shown in detail on a map and dated when applying for a Little League charter



# Residence and School Attendance Player Eligibility Requirements

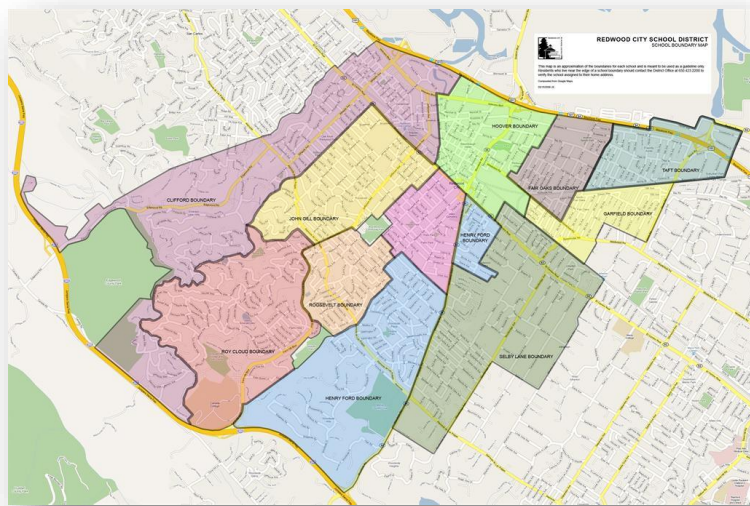


- Players who live or attend school within the boundaries of the local Little League will be eligible to play





# Residence and School Attendance Player Eligibility Requirements



- A player will be deemed to reside within the league boundaries if:

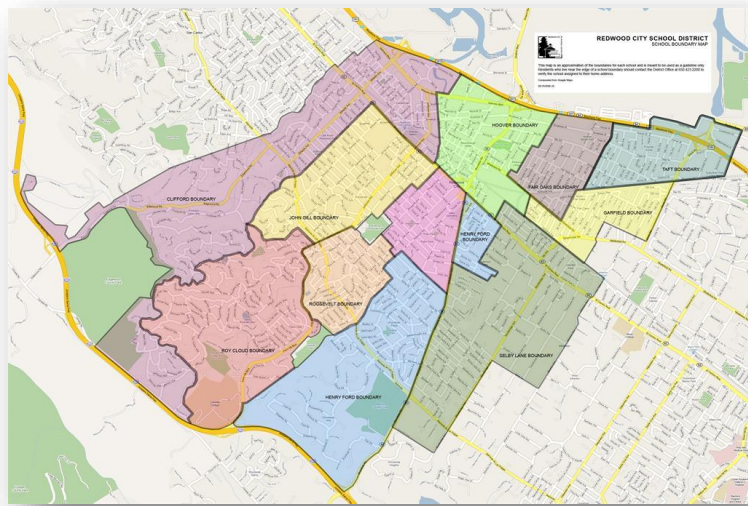
His/her parents are living together and reside within such league boundaries

Either parent or court-appointed legal guardian reside within such boundaries





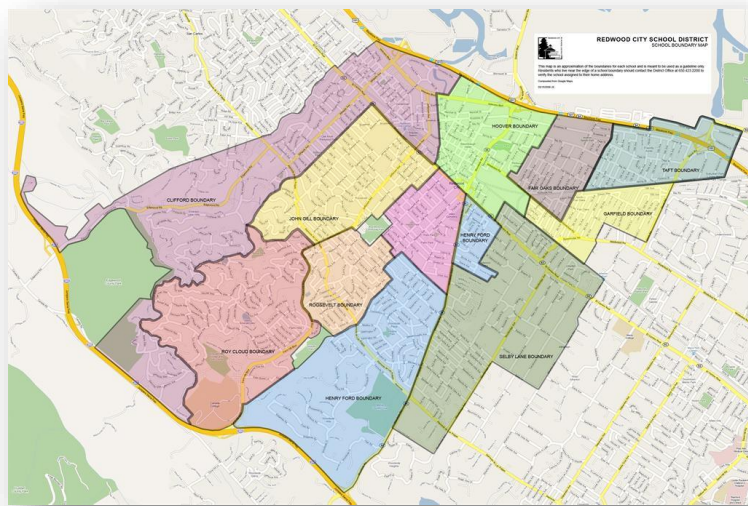
# Residence and School Attendance Player Eligibility Requirements



- It is unacceptable if a parent moves into a leagues boundaries for the purpose of qualifying for tournament play.
- Penalty could result in disqualification of player, team or entire league from regular season and/or tournament play.



# Residence and School Attendance Player Eligibility Requirements



- “Residence,” “reside” and “residing” refers to a place of bona fide continuous habitation.
- Place of residence once established shall not be considered changed unless the parents, parent or guardian makes a bona fide change of residence.



# Residence and School Attendance Player Eligibility Requirements

- Residence shall be established and supported by documents, **dated or in force between February 1, 2019 (previous year) and February 1, 2020 (current year)**, from ONE OR MORE documents from EACH of the Three Groups outlined below to determine residency of such parent(s) or guardian:

## Group I

1. Driver's License
2. School records
3. Vehicle records (i.e., registration, lease, etc.
4. Employment records
5. Insurance documents



***NOTE: Example – Two different driver's licenses (Group I) constitute only ONE document.***





# Residence and School Attendance Player Eligibility Requirements

- Residence shall be established and supported by documents, **dated or in force between February 1, 2019 (previous year) and February 1, 2020 (current year)**, from ONE OR MORE documents from EACH of the Three Groups outlined below to determine residency of such parent(s) or guardian:

## Group II

1. Welfare/child care records
2. Federal records (i.e., Federal Tax, Social Security, etc.)
3. State records
4. Local (municipal) records
5. Support payment
6. Homeowner or tenant records
7. Military Records



***NOTE: Example – Federal and State Tax forms that the RESIDENT completes does not constitute a Federal Record.***





# Residence and School Attendance Player Eligibility Requirements

- Residence shall be established and supported by documents, **dated or in force between February 1, 2019 (previous year) and February 1, 2020 (current year)**, from ONE OR MORE documents from EACH of the Three Groups outlined below to determine residency of such parent(s) or guardian:

## Group III

1. Voter's Registration
2. Utility bills (i.e., gas, electric, water/sewer, phone, mobile phone, heating, waste disposal)
3. Financial (loan, credit, investments, etc.) record
4. Medical records
5. Internet, cable or satellite records



***NOTE: Example – Three documents from the same Group constitute only ONE document.***



# Residence and School Attendance Player Eligibility Requirements



A player will be deemed to attend school in the boundaries if:

- The physical location of the school where they attend classes is within the boundaries of the league

**Note:** *This excludes home schools, cyber schools, sports-related schools, sports academies, preschool or afterschool where a student participates outside of the primary school the player is enrolled*



# Residence and School Attendance Player Eligibility Requirements



- “School attendance” refers to the (place) physical location the player in question attends school during the traditional academic year
- Once established, a location of school attendance shall not be considered changed unless the child is enrolled or attends another school or is no longer enrolled in the previous school



# Residence and School Attendance Player Eligibility Requirements



- School attendance shall be established and supported by a document
- Current academic year dated **prior to October 1, 2019**





# Residence and School Attendance Player Eligibility Requirements



- One of the following categories to determine school attendance
  1. Official/Certified School enrollment record
  2. School issued report card or performance record
  3. A Little League issued school attendance form completed by the principal, assistant principal or administrator



# Residence and School Attendance Player Eligibility Requirements



- It is recommended that the league require some proof of residence or school attendance within the league's boundaries at the time the player registers.
- Players and their parents/guardians are advised that a false statement of residence or school attendance may lead to ineligibility to play Little League Baseball or Softball.



# Residence and School Attendance Player Eligibility Requirements



- Under NO circumstances does ANY person have the authority to grant a waiver that allows a child to play in a local Little League program IN ANY DIVISION, when that child does not qualify under these residency requirements.



# Residence and School Attendance Player Eligibility Requirements



- Any league who accepts any player outside of their boundaries and fails to properly document compliance with “Residence and/or School Attendance Player Eligibility Requirement” or obtain a waiver through the Charter Committee may result in the disqualification of a player, team or entire league from regular season and /or tournament play.





# Out of Boundary Player?

- **What does your Board need to do now??**

**1. Does he/she qualify for a:**

- Regulation II(d) waiver (form provided)
- Regulation IV(h) waiver (form provided)

**2. If they DO NOT qualify for either waiver, provide them with contact information for their proper league and they must register there.**

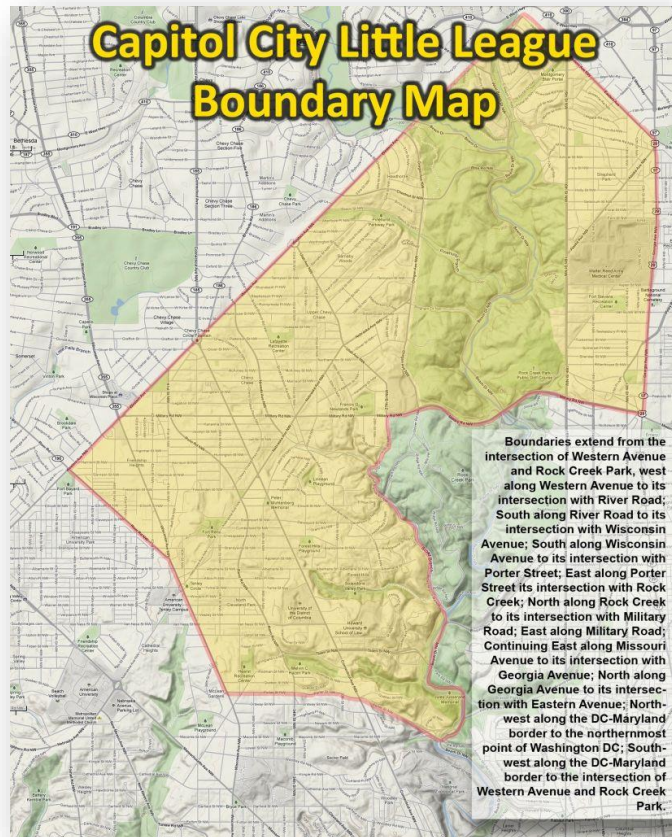
**3. Does the Board wish to request a Charter Committee waiver?**

- Must forward written request with supporting documentation and comment from league where player resides.
- [SE Region Waiver Website](#)





# Regulation II (a)

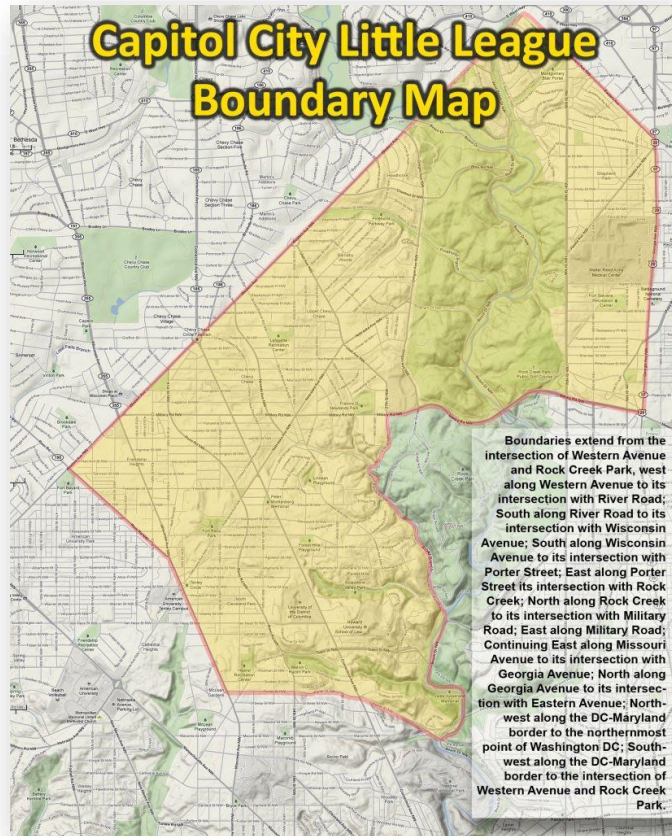


- Regulation II(a) - Each league shall determine actual boundaries of the area from WITHIN which it shall select players.
- Only those participants whose residence or physical location of the school where they attend is within the boundaries of the league shall be eligible to participate. Residence, for the purposes of this regulation, is defined in “Residence Eligibility Requirements” in the Rule Book.





# Regulation II (a)



- These boundaries MUST be described in detail AND shown on a map when making application for charter. The local Little League boundaries shall be the boundaries for all divisions of play.



# Regulation II (d)

- Player within any divisional status may be retained after either moving or having boundaries changed.
- Siblings whose brother/sister meet the above criteria may also be retained.
  - Player may be retained for the remainder of their Little League career.
  - **NOTE: A player who qualifies and elects not to participate for a season may not be retained in subsequent seasons.**



## LITTLE LEAGUE® BASEBALL AND SOFTBALL

Report of Players Claimed under Regulation II(d)

Date: \_\_\_\_\_  
 League Name: \_\_\_\_\_ League ID#: \_\_\_\_\_  
 League President: \_\_\_\_\_  
(Please Print)

Division: (Check One)	<input type="checkbox"/> Baseball <input type="checkbox"/> Softball	Level: (Check One)	<input type="checkbox"/> Tee Ball <input type="checkbox"/> Minor League	<input type="checkbox"/> Major League <input type="checkbox"/> Intermediate (50/70)	<input type="checkbox"/> Junior League <input type="checkbox"/> Senior League <input type="checkbox"/> Big League
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Player's Name: \_\_\_\_\_  
(Please Print) (Date of Birth)

1. Former Address Within Boundaries: \_\_\_\_\_  
Street City State Zip

2. School Location Within Boundaries: \_\_\_\_\_  
Street City State Zip

This claim under II(d) is being filed because:

- The player's address or school location changed
- The league's boundaries have changed
- The player is a sibling of a player who previously qualified for II(d)

Please indicate name of sibling that qualifies this player under Regulation II(d) \_\_\_\_\_

Verification: League President: \_\_\_\_\_  
(Please Print)

District Administrator: \_\_\_\_\_  
Signature Date Name

\_\_\_\_\_  
Signature Date Name

If the Charter/Tournament Committee subsequently finds that the information submitted as acceptable documentation regarding Regulation II(d) now shows that the previously submitted information/documentation was falsified, misrepresented or insufficient, then Little League Baseball, Incorporated reserves the right to impose sanctions and/or penalties on all appropriate parties, including but not limited to players, coaches, league officials and/or the league which could result in suspension and/or terminations with Little League Baseball, Incorporated.

The District and the local league will maintain this form and supporting documentation in their files. Completion of this form is only required ONCE during a participant's career.





# The Form – Section One



## LITTLE LEAGUE® BASEBALL AND SOFTBALL

Report of Players Claimed under  
Regulation II(d)

Date: 2/1/14

League Name: ABC Little League

League ID#: 238-12-01

League President: Johnny Doe

(Please Print)

Division:  Baseball  
(Check One)  Softball

Level:  Tee Ball  
(Check One)  Minor League

Major League  
 Intermediate (50/70)

Junior League  
 Senior League  
 Big League



# Player Information

## League President / DA Signatures

Player's Name: Michael Jones 10/14/2004  
(Please Print) (Date of Birth)

1. Former Address Within Boundaries: 123 Hill St Williamsport PA 17702  
Street City State Zip

2. School Location Within Boundaries: 789 Main St Williamsport PA 17702  
Street City State Zip

This claim under II(d) is being filed because:

- The player's address or school location changed
- The league's boundaries have changed
- The player is a sibling of a player who previously qualified for II(d)

Please indicate name of sibling that qualifies this player under Regulation II(d) N/A

Verification: League President: Johnny Doe 2/1/14 Johnny Doe  
Signature Date Name (Please Print)

District Administrator: Scott Leinbach 2/1/14 Scott Leinbach PA D12  
Signature Date Name (Please Print)



# Player Information

## League President / DA Signatures

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If the Charter/Tournament Committee subsequently finds that the information submitted as acceptable documentation regarding Regulation II(d) or II(a) now shows that the previously submitted information/documentation was falsified, misrepresented or insufficient then Little League Baseball, Incorporated reserves the right to impose sanctions and/or penalties on all appropriate parties, including but not limited to players, coaches, league officials and/or the league which could result in suspension and/or terminations with Little League Baseball, Incorporated.

The District and the Local League will maintain this form and supporting documentation in their files. Completion of this form is only required ONCE during a participant's career.

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# Regulation IV (h) Waiver



## LITTLE LEAGUE® BASEBALL AND SOFTBALL Regulation IV(h) Waiver Claim Form

Date: \_\_\_\_\_  
 League Name: \_\_\_\_\_ League ID#: \_\_\_\_\_  
 League President: \_\_\_\_\_  
 League Address: \_\_\_\_\_  
 Street City State Zip

Division (Check One)	<input type="checkbox"/> Baseball <input type="checkbox"/> Softball	Level (Check One)	<input type="checkbox"/> Tee Ball <input type="checkbox"/> Minor League	<input type="checkbox"/> Major League <input type="checkbox"/> Intermediate (50/70)	<input type="checkbox"/> Junior League <input type="checkbox"/> Senior League <input type="checkbox"/> Big League
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### Regulation IV (h)

If a person had previously resided within the league boundaries for two years while serving that league as a dedicated manager, coach or member of the Local League Board of Directors for two years, his or her sons and/or daughters are eligible to try out and be selected by teams in that league (1) provided such service to the league from which the person has moved has continued, (2) subject to written agreement from the league within whose boundaries they currently reside and (3) supported by a recommendation of the District Administrator, to Regional Director to the Charter Committee.

Player's Name: \_\_\_\_\_

The parent(s) of \_\_\_\_\_ previously lived within the league boundaries of the league for two or more years and has/have served during those two years and every year since then as a dedicated volunteer manager, coach or board member.

1. Former address within boundaries: \_\_\_\_\_  
 Street City State Zip

2. Current address outside boundaries: \_\_\_\_\_  
 Street City State Zip

List years of service: \_\_\_\_\_  
 (Must fill in two spaces)

2. The parent(s) of \_\_\_\_\_ have moved outside the league boundaries and will continue to serve as a manager, coach or board member in the league while their son/daughter participates.

List years of service \_\_\_\_\_  
 (Years of service must be continuous)

3. The league in which the family now lives already waives all claim to player during the time period this waiver is valid.

\_\_\_\_\_  
 (League Name) (League Number) (President's Signature)

Verification: League President: \_\_\_\_\_  
 (Signature) (Name)

District Administrator: \_\_\_\_\_  
 (Signature) (Name)

- If previously lived within the league boundaries for two years while serving as a dedicated coach, manager or board member for two years, his/her son(s)/daughter(s) may tryout and be selected by teams in that league provided:





# Regulation IV (h) Waiver



## LITTLE LEAGUE® BASEBALL AND SOFTBALL Regulation IV(h) Waiver Claim Form

Date: \_\_\_\_\_  
 League Name: \_\_\_\_\_ League ID#: \_\_\_\_\_  
 League President: \_\_\_\_\_  
 League Address: \_\_\_\_\_  
 Street City State Zip

Division  Baseball Level  Tee Ball  Major League  Junior League  
 (Check One)  Softball (Check One)  Minor League  Intermediate (50/70)  Senior League  
 Big League

### Regulation IV (h)

If a person had previously resided within the league boundaries for two years while serving that league as a dedicated manager, coach or member of the Local League Board of Directors for two years, his or her sons and/or daughters are eligible to try out and be selected by teams in that league (1) provided such service to the league from which the person has moved has continued, (2) subject to written agreement from the league within whose boundaries they currently reside and (3) supported by a recommendation of the District Administrator, to Regional Director to the Charter Committee.

Player's Name: \_\_\_\_\_

The parent(s) of \_\_\_\_\_ previously lived within the league boundaries of the league for two or more years and has/have served during those two years and every year since then as a dedicated volunteer manager, coach or board member.

1. Former Address within boundaries: \_\_\_\_\_  
 Street City State Zip

2. Current address outside boundaries: \_\_\_\_\_  
 Street City State Zip

List years of service: \_\_\_\_\_  
 (Must fill in two spaces)

2. The parent(s) of \_\_\_\_\_ have moved outside the league boundaries and will continue to serve as a manager, coach or board member in the league while their son/daughter participates.

List years of service \_\_\_\_\_  
 (Years of service must be continuous)

3. The league in which the family now lives already waives all claim to player during the time period this waiver is valid.

\_\_\_\_\_  
 (League Name) (League Number) (President's Signature)

Verification: League President: \_\_\_\_\_  
 (Signature) (Name)

District Administrator: \_\_\_\_\_  
 (Signature) (Name)

- Such service to the league has continued
- Subject to written agreement with league whose boundaries they currently reside
- League President presents to DA with supporting residency requirement documents. DA reviews and signs signifying the documentation meets regulations
- League maintains form and documentation



# Regulation IV (h) Waiver

## LITTLE LEAGUE® BASEBALL and SOFTBALL Regulation IV(h) Waiver Claim Form

Date 2/1/14

League Name Hometown Little League

League ID # 238-12-01

League President John Johnson

League Address 123 Hill Road Williamsport PA 17701  
Street City, State Zip

**Division**  
(Check one)

- Baseball
- Softball

**Level**  
(Check One)

- Tee Ball
- Major League
- Senior League
- Minor League
- Junior League
- Big League

### Regulation IV (h)

If a person had previously resided within the league boundaries for two years while serving that league as a dedicated manager, coach or member of the Local League Board of Directors for two years, his or her sons and/or daughters are eligible to try out and be selected by teams in that league (1) provided such service to the league from which the person has moved has continued, (2) subject to written agreement from the league within whose boundaries they currently reside and (3) supported by a recommendation of the District Administrator, to Regional Director to the Charter Committee.



# Regulation IV (h) Waiver

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Player's Name: Jim Adams

The parent(s) of Jim Adams previously lived within the league boundaries of the league for two or more years and has/have served during those two years and every year since then as a dedicated volunteer manager, coach or board member.

1. Former address within boundaries: 1134 Princeton Ave Williamsport, PA 17701  
Street Address City, State Zip

List years of service: 1/1/00 through 2/1/02  
(Must fill in two spaces)

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2. The parent(s) of Jim Adams have moved outside the league boundaries and will continue to serve as a manager, coach, or board member in the league while their son/daughter participates.

List years of service: 2/1/02 to the Present  
(Years of service must be continuous)



# Regulation IV (h) Waiver

3. The league in which the family now lives hereby waives all claim to player during the time period this waiver is valid.

ABC Little League

League Name

238-12-02

League Number

Bill James

President's Signature

Verification: League President

John Johnson

Signature

District Administrator

Scott Leinbach

Signature





# Form Processing

## Processing Procedure:

- League president completes form and verifies the player meets the conditions of Regulation II (d) or a IV(h).
- League president must compile residency requirement documentation from previous residence.
- DA verifies documentation meets the Regulation.
- League maintains form and documentation **(qualifying address)** for duration of players career & provides copy to parent.
- If player is selected to the tournament team, the form and residency documentation must be carried with tournament packet



# Regulations I (b) and I (c) 8 & 9



- Little League Baseball, Incorporated (“LLB”) requires each of its local leagues to conduct a nationwide background check in conjunction with the submission of a Little League Volunteer Application for all managers, coaches, Board Members, and any other persons, volunteers and/or hired workers who provide regular services to a league or have repetitive access to, or contact with, players or teams.



# Regulations I (b) and I (c) 8 & 9



- As of August 1, 2018, only a handful of currently effective state statutes mandate background checks for non-school associated activities involving youth sports and athletics. However, certain municipal ordinances and administrative regulations across the country require background checks.
- LLB strongly encourages and recommends that each local league consult with local legal counsel to determine the applicability of, and compliance with, all relevant state and local laws, administrative rules and regulations, and municipal ordinances.



# Regulations I (b) and I (c) 8 & 9



- Those states with additional background check requirements either enacted or pending are: *(as of June 16, 2016)*
  - Alabama
  - California
  - Florida
  - Massachusetts
  - Mississippi
  - New Hampshire
  - Oklahoma
  - Oregon
  - Pennsylvania

<http://www.littleleague.org/learn/programs/childprotection/state-laws-bg-checks.htm>





# Regulations I (b) and I (c) 8 & 9



- The “Little League Volunteer Application” must be maintained by the president of the local league’s board of directors for all persons named above, for a minimum of the duration of the applicant’s service to the league for that year.
- We recommend that the League keep the application for 2 years after the volunteer leaves service. Failure to comply with this regulation may result in the suspension or revocation of tournament privileges and/or the local league’s charter by action of the Charter or Tournament Committee in Williamsport.



# Regulations I (b) and I (c) 8 & 9



- Little League recommends the volunteer applications and background check information be kept in a secure location.
- After entering the Social Security # into the JD Palatine background check tool, the league can redact any/all personal information from the application.
- JD Palatine can send a link to individuals to complete the data entry online, if they prefer.



# Regulations I (b) and I (c) 8 & 9

- Each year Little League International provides 125 free background checks required in the regulation. Any checks completed beyond 125 require a nominal fee. Information on how to utilize this benefit, as well as how to conduct background checks, can be found on the Little League website at:

<https://www.jdpalatine.net/sso/login.taz>

- Occasionally, Sex Offender Registry data may be unavailable for an individual state(s) when you run your background checks. This may occur on the criminal background check tool provided for free by Little League International. If this occurs, you have the option of going immediately to the individual state(s) SOR website or going back and re-running the Sex Offender Registry data on the National Sex Offender Registry website until the data becomes available.



# Appointments

## Managers / Coaches / Umpires



- Committees screen those willing to serve
- President appoints at his/her discretion with Board approval
- Coaches new TO THAT TEAM shall not be named until after the draft (keeper division(s))





# Appointments

## Managers / Coaches / Umpires

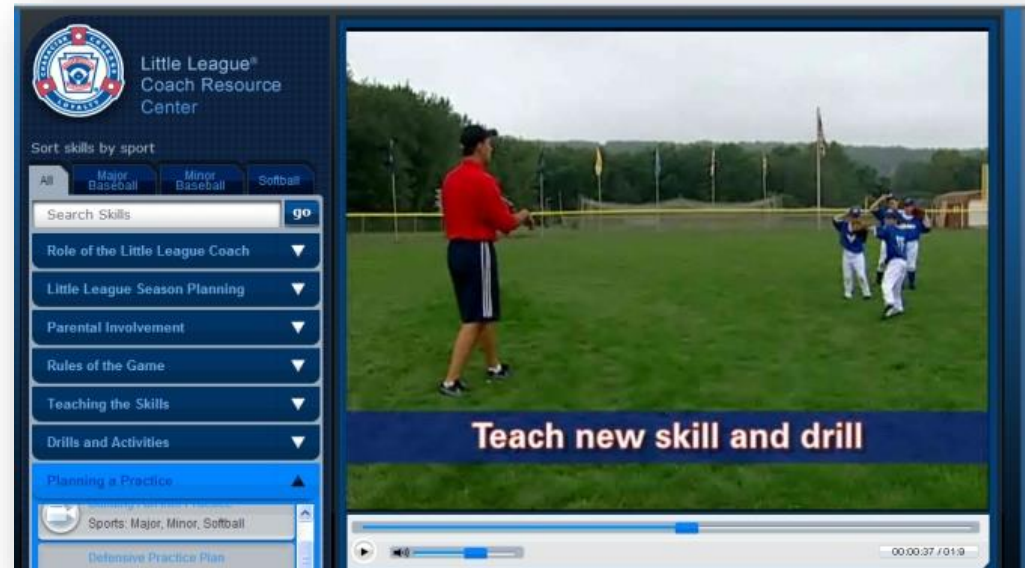


- No manager, coach or umpire has tenure
- DO NOT give a reason to a manager, coach or umpire for not re-appointing or re-approving that person
- Plan to send managers, coaches and umpires to clinics and seminars
- Conduct Manager, Coach, and Umpire Training



# Education & Training

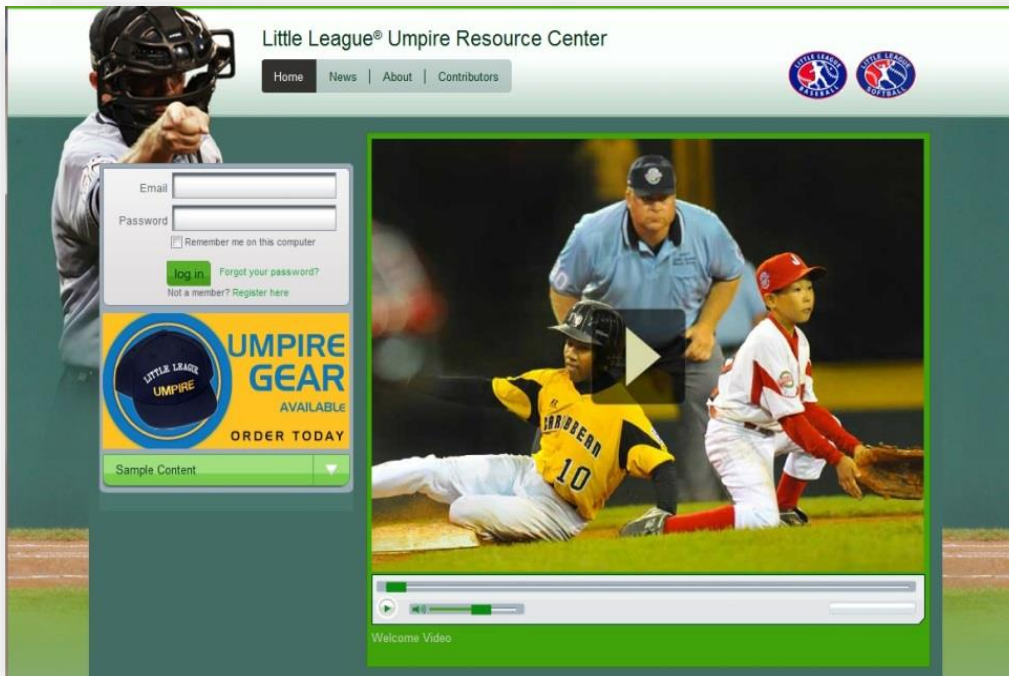
- Coach Resource Center
- Baseball and Softball
- Videos and Articles
- Teaching the Skills
- Drills and Practice Plans
- Team Organization
- Involving Parents



[www.LittleLeague.org/university/coaches](http://www.LittleLeague.org/university/coaches)



# Education & Training



[www.LittleLeague.org/university/umpires](http://www.LittleLeague.org/university/umpires)

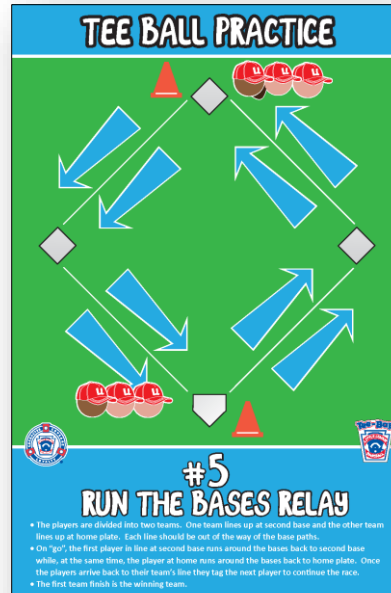
- Umpire Resource Center
- Free to all Chartered Leagues
- Updated Regularly
- Features both video and text based articles as well as the latest Little League news
- Content specific areas for baseball and softball; plate and base umpires; and 60' and 90' diamonds



# Tee Ball Program

- LittleLeague.org/Teeball
- Free 10 Week Program
- Skills, Drills and Practice Plans
- Available on Little League University
- Also available by download

<https://www.littleleague.org/university/articles/little-league-tee-ball-program/>



## 2 – Quick Plan (45 minutes)

**PRACTICE PLAN** for detailed instructions for every activity within each lesson

### 01 Introduction

2 players  
series (players and coaches)  
over to throw/PCA tip of the week

### 10 Stages

are tagged and must freeze like whatever the coach says  
practice plan for complete instructions)

### 15 Review Grip and Throwing

pitcher circle  
result with whole hand using fingertips  
rate grip and throwing with opposite foot

### 20 Team Throwing

are broken into even teams  
also teams throwing through the hoop against the fence  
one that is made through the hoop counts as an "out" for that  
series are working toward three outs  
monitor for grip and stepping with opposite foot  
practice plan for complete instructions)

### 30 Swinging

rate a swing to players  
series practice swinging without a bat (a dry swing)  
1 player, one at a time to practice with a tee while others are  
coaching)

### 35 Conclusion

1 player complaint another/PCA tip of the week  
what they learned  
if next event (practice, game)

Don't let the mistakes you make to make a mistake. If you fear mistakes, we won't try our hardest. Remember  
to just keep hustling and working hard, no matter what!



1. Call players to the pitcher's mound and have them make a circle. While standing inside of the circle, review how to hold a ball the correct way to make good throws. Have players demonstrate what they remember, use a few balls to circulate and take turns throughout the group. The players should start with the proper grip. Fingers on top with thumb underneath. Grip pressure should be like holding a tube of toothpaste. They must look at their

target. It is a good idea to have them say "ready" once they have their eyes on the target as a reminder each time to look at the target first. The next move is to step directly to the target. The ball and hand should move in a circular motion. A good indicator is to tell players that when they take the ball out of their glove their thumb should go past their thigh and then the ball should continue to go up facing the sky - "thumb to thigh, knee to the sky." They should release the ball to the target and their feet are continue to move to finish the circular motion. Increasing this follow through will prevent them from stopping their arms as soon as they release the ball. (8 minutes)

2. Line players and call back to the coach. Have each player drop their softball to the backstop and give another teammate a high five. (8 minutes)

### 0101 (3 minutes)

3. Call players to the backstop and have them sit in the grass. Talk about swinging a bat. Before teaching, discuss safety rules. They must always keep their hands on the bat never throw it and stay in their spots so that there are no accidents. Demonstrate a swing using cones. (Which is your favorite hand for throwing baseball? Their hand goes on top. The other hand, bend knees, stand "follows", eyes on the ball.) Show that the bat should be held in the fingers and pads of fingers - not in their palms. Have them put their index finger of one hand into the palm of their other hand. They should close the hand over the finger as tight as possible. Once the hand is closed, have the players try to get their index finger out. Do this again with the index finger being placed where the fingers meet the hand the second time. Again have them give their hand and try to take their finger out of their hand. It should be much more difficult to free their finger the second time. This should demonstrate to the players that using the fingers is a stronger grip than using the palms. Once they have a proper grip, have players spread their feet slightly wider than their shoulders in an athletic position with knees slightly flexed. Their feet and shoulders should be in line with the pitcher's mound. Have them take a swing trying to hit the bat day level to the ground. Encourage them to swing hard while staying balanced. Remind the players that they must watch the ball that they are hitting the whole time. They should follow through by finishing with their hands up near their head shoulder and the bases on their back shoe should be facing the pitcher's mound.

4. Gather players and have them give another player a high five. Talk about what they learned today and how it will help them be great tee ball players. Give the PCA tip of the week, remind the parents of the next event. (4 minutes)

### Dismiss





# Coach (Machine) Pitch Program



- Free 12 Week Program
- Skills , Drills and Practice Plans
- Picks up where the Tee Ball Program leaves off
- Available from LLU and direct download

<https://www.littleleague.org/university/articles/the-little-league-coach-pitch-program/>



# Education & Training Partners

- Partnered to provide a framework and tools for local volunteers to develop a culture of positive, character-building competition.
- Great content on [LittleLeague.org](http://LittleLeague.org)
- Free parent course to help create a healthy atmosphere for players and parents alike.
- Special pricing on Double Goal Coaching Course
- District 15 looking to partner with PCA for the 2020 Season





# League Structure Scheduling



- Decide league's age structure
- Determine number of players returning
- Always look toward expanding the Major Divisions



# League Structure Scheduling



- Decide on method for expansion
- Ensure small divisions have somebody to play
- 12-year-old Regulation for Majors/Junior Softball and Majors/50-70 Baseball





# Regulation IV – Softball

- Local Board of Directors annually determines alignment for divisions
- Age determination date for SOFTBALL is December 31
  - The player's 'league age' for the current season is the age she was on 31 December

Softball League Age	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
**Tee Ball Division															
**Minor League Division		##							##						
Little League (Major) Division															
Junior League															
Senior League															
Big League															

\*\* - These divisions may be sub-divided

## - May participate in this division under specific circumstances.



# Regulation IV – Baseball

- Local Board of Directors annually determines alignment for divisions
- Age determination date for BASEBALL is August 31/September 1
  - The player's 'league age' for the current season is the age he/she is on 31 August

Baseball League Age	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
<b>**Tee Ball Division</b>															
<b>**Minor League Division</b>		##							##						
<b>Little League (Major) Division</b>															
<b>Intermediate (50-70) Division</b>															
<b>Junior League</b>															
<b>Senior League</b>															
<b>Big League</b>															

\*\* - These divisions may be sub-divided

## - May participate in this division under specific circumstances.