

# BAYOU

## REGIONAL VOLLEYBALL ASSOCIATION

A region of **USA Volleyball**

To assure maximum efficiency and consistency throughout USA Volleyball in the conduct of sanctioned competition, as well as fair and equitable treatment of teams and players, USA Volleyball has established guidelines. These guidelines shall be considered as the national minimum standard, and shall be an integral part of the sanction agreement with USA Volleyball and/or the Regional Volleyball Association.

It is recognized that not all organizations and facilities have the minimum resources available to continually meet these minimum standards. In these cases reasonable alternatives should be provided. The rules offer many options to allow for a wide range of use.

Complete guidelines for conducting a Bayou Regional/USAV sanctioned tournament can be found in the USA Volleyball Official Guidebook or by visiting the Bayou Regional website, [www.BayouVolleyball.org](http://www.BayouVolleyball.org).

### Tournament Schedule and Sanctioning

1. Contact the Bayou Regional office to determine available dates.
  - a. Established tournaments will have first priority (prior to September 1 of that season) for a particular date.
  - b. Geographic distance and/or level of competition may be a factor in multiple Bayou Regional tournaments being held on the same date.
2. Send a completed *Tournament Sanction Application* accompanied by the appropriate fee to the Bayou Regional office.
  - a. The sanction fee is **\$25** per court, up to a maximum of **\$150**.
    - i. Make checks payable to Bayou Regional Volleyball.
  - b. Upon receipt by the Regional office, a sanction may be granted.
    - i. If sanction is not granted, or withdrawn **prior** to the event, all sanction fees will be returned.
  - c. Dates will not be guaranteed or placed on the schedule until the sanction fee and the *Tournament Sanction Form* have been received and the sanction has been granted.
  - d. No tournament advertising or announcement is allowed until the sanction has been granted in writing.

### Tournament Entry/ Fees / Deadlines

1. The Bayou Regional Volleyball Association does not dictate to any tournament organizer what amount should be charged for entry fees to any regionally sanctioned tournament.
  - a. Items to consider (both expense and income) when deciding on what entry fee to charge:

i. Facilities rental and equipment cost	vi. Merchandise sales
ii. Game balls (at least 2 per court)	vii. Admission collection
iii. Officials' expense	viii. Concessions
iv. Administrative (supplies, salaries, promotion)	ix. Sponsorship
v. Awards	x. Fees charged by similar tournaments
  - b. Exorbitant entry fees may result in a lack of team entries. Conversely, minimal entry fees may result in an inability to meet expenses.
  - c. Tournament entry fees may be non-refundable.
2. Tournament entry forms should include space for the Team Code as well as each participant's Membership Number.
  - a. The approved *Regional Tournament Entry Form* may be used for any Regional event. (Form included in this handbook.)
3. Entry deadlines of at least two (2) weeks prior to the event should be set.
  - a. A tournament entry deadline allows for more efficient scheduling of play.
  - b. A tournament organizer may allow teams to enter after the deadline to complete a field or replace a cancellation.
  - c. A fair method for accepting teams should be published in the event the tournament may be over subscribed. (More entries than positions.)
    - i. Criteria should include entry date, regional affiliation or registered level of play.

### Team Entries

1. Only entries from USAV registered teams and players should be accepted.
  - a. Tournament Directors must require entry forms (including rosters with USAV membership numbers) accompanied by the appropriate fee.
  - b. Phone entries should not be accepted.
2. Copies of any team roster which does not have current USAV membership numbers should be sent no later than the Monday prior to the event to the Regional Registrar to verify whether all participants are members of USAV.
  - a. This helps ensure your event will meet sanctioning requirements.
  - b. Only current USAV members are allowed to sit on the team bench during USAV sanctioned competition.
    - i. Tournament organizers must have all team rosters available on site.
  - c. Players are not allowed to compete with more than one team at a tournament even if the teams are registered in different classifications.
3. Teams should be notified of their status for the particular tournament, as soon as the tournament organizers receive their entry.

## Tournament / Event Administration

1. In conducting sanctioned tournaments, there must be a non-playing, non-officiating Tournament Director at each site who is responsible for keeping the tournament on schedule and properly recorded.
2. Sanctioned tournaments are to be conducted in accordance with USAV guidelines.
  - a. It is the responsibility of the Tournament Director to specify in writing which options or modifications to the rules will be enforced.
    - i. Teams should be notified of the tournament format and all modifications of USAV rules being used prior to acceptance of entry.
3. A "Protest Committee" composed of at least three persons must be appointed prior to the beginning of competition and posted at the tournament site.
  - a. Members of the "Protest Committee" should include the Tournament Director and/or Head Referee. Persons who are fluent in the rules of the game, preferably any participating professional volleyball officials not directly affected by the particular protest, should also be included.

## Tournament Format

1. Guidelines for conducting indoor tournaments and leagues can be found in the *USAVolleyball Domestic Competition Regulations* (The rulebook). In addition to general information, there is complete information on:
  - a. Application and Preparation
    - i. Sanctioning
    - ii. Tournament administration
  - b. Fees and Awards
  - c. Types of Tournaments
    - i. Double elimination tournaments are discouraged.
  - d. Scheduling parameters
    - i. Example; two 25 rally point games - 50 minutes
    - ii. Samples of round robin schedules
    - iii. The tournament schedule and forfeit procedures should be clearly posted and all teams informed.
  - e. Methods of Play
    - i. One-, two- or multi-day tournaments
  - f. Guidelines for the determinations of playoff positions
    - i. Method One
  - g. Tie breakers for Junior National Competition
    - i. Method Two

*Note: Teams should be notified prior to competition which tie breaking procedure will be used.*

  - h. Warm-up procedures
    - i. The time between the end of one match and the beginning the next match should not exceed 10 minutes.
  - i. Duties of Court Managers
  - j. Procurement & Assignment of Referees
    - i. All officials must be USAV Certified and members of USA Volleyball
    - ii. A list of certified officials with contact information can be obtained from the BRVA Officials' Chair.
    - iii. Tournaments wishing to have their officials assigned by an independent contractor may do so or they may contract with the Region's Referee Chair.
  - k. Assignment of Support Officials
    - i. A working schedule, including playoff games, should be posted prior to the first match of the day so teams will be properly informed as to respective responsibilities.

## Tournament Officiating Responsibilities

1. Only certified USAV Officials may be used to officiate (R1) a sanctioned USAV event. (See *BRVA Handbook, Officials' Division* for how to secure USAV certified officials for your event.)
  - a. All teams are required to have listed on their roster and present at each event being participated in:
    - i. Certified referees;
      1. Adult – 2
      2. Juniors - 1
    - ii. One (1) certified scorekeeper.
  - b. In junior competitions, for registered teams competing in all age classifications 17 and under, an adult USAV registered Qualified Referee or above must be used as the Second Referee. (See 'Bayou Regional & USAV Requirements: Referee Certification Levels', for how to become a qualified referee.)
2. A tournament officiating schedule, including playoff matches, shall be posted prior to the first match so that all teams will be informed of their officiating duties.
  - a. The officiating schedule should be included with play schedule.
  - b. It is the responsibility of the individual teams to check the schedule and standings for playoff berths and/or officiating duties.
3. The Tournament Director will determine the penalty for a team missing an officiating assignment.
  - a. Teams must be informed, prior to the commencement of tournament play, what type of penalty will be assessed for missing an officiating assignment.
4. A BRVA team that does not stay for an officiating assignment at the end of their competition will be assessed a fine of \$100 by the Bayou Regional.
  - a. Notification of the team and Regional office by the Tournament Director of the action is required.
  - b. That team, or any player on that team, will not be allowed to compete in any further BRVA Regional events until the fine is paid.

5. **No Certified Official?** Teams unable to provide certified officials will be required to pay a sufficient fee to cover all duties that require a certified official.
  - a. The tournament organizers will set the fee and include the amount in any pre-tournament invitation and information.
    - i. To help determine that amount, check the suggested pay scale in the "Official's Requirements" section of the handbook.
    - ii. The fee must be sufficient to pay for any or all of the three official's positions requiring certification (i.e., 1<sup>st</sup> & 2<sup>nd</sup> referees and certified scorekeeper) for each match the team would have to officiate, including any possible playoff matches.
  - b. The fee is to be used to provide paid certified officials by the host organization.
  - c. The fee does not excuse a team of supplying the support crew (i.e., line judges, visual scoreboard operator and assistant scorekeeper) for any assigned officiating responsibilities.
  - d. The fee is non-refundable.

## Awards

1. The Bayou Regional does not require tournaments to give awards to participants.
  - a. Awards may enhance participation at adult tournaments.
  - b. Awards may be given at Junior Tournaments.
2. If awards are to be presented;
  - a. Tournament Directors should be prepared to award top placing teams using the following suggested guidelines:
 

i. 0 – 10 teams	Teams awards for 1 <sup>st</sup> and 2 <sup>nd</sup> place. Individual awards for 1 <sup>st</sup> place.
ii. 11 – 20 teams	Team award for 1 <sup>st</sup> place. Individual awards for 1 <sup>st</sup> and 2 <sup>nd</sup> place.
iii. 21+ teams	Team awards for 1 <sup>st</sup> , 2 <sup>nd</sup> and 3 <sup>rd</sup> place. Individual awards for 1 <sup>st</sup> and 2 <sup>nd</sup> place.
  - b. Tournament Directors must be prepared to present awards to up to 10 people per team.
  - c. All prospective teams should be notified in advance if awards are to be given.

## Post Tournament Duties

1. No later than one week after the tournament, the Tournament Director will submit the following to the Regional Commissioner:
  - a. Tournament report (form located in this handbook) and roster of each team.
    - i. Including on-site registration report with collected fees.
  - b. Report of violations, problems and teams out of uniform.
  - c. Copies of all accident reports.
    - i. Accident report forms can be found in this handbook.

