



# GOVERNING MANUAL

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# NAGAAA Governing Manual

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**VOLUME 1 – ARTICLES OF INCORPORATION**

**Article One – Name**

1.1 The name of the organization is the North American Gay Amateur Athletic Alliance-Open Softball Division, Inc.

**Article Two – Existence**

2.1 The period of existence is perpetual

**Article Three – Purpose**

3.1 Said organization is organized exclusively for charitable, religious, educational and scientific purposes, including for such purposes, the making of distributions to organizations that qualify as exempt organizations under section 501 I (3) of the Internal Revenue Code, or corresponding section of any future federal tax code.

3.2 To be a nonprofit organization dedicated to the promotion of amateur sports competition, particularly softball, for all persons regardless of age, sexual orientation or preference, with special emphasis on the participation of members of the LGBT Community; and to otherwise foster national and international sports competition by planning, promoting and carrying out amateur sports competition.

3.3 To establish uniform rules and regulations for amateur sports competition organized or conducted by this organization.

3.4 To organize and conduct any regional championship playoffs among member teams and organize and conduct a Gay Softball World Series; the further purpose of the corporation being to organize, promote and conduct the best possible tournaments in LGBT athletics; and to otherwise foster national and international sports competition.

3.5 To encourage the education and training of the proper skills of athletics, particularly softball, by promoting clinics, seminars and training courses.

3.6 To plan, promote and carry out other exempt activities that serve the welfare of the public at large.

3.7 To raise, collect, administer and dispense funds for the purposes set forth in the Articles of Incorporation.

3.8 To carry out all of the purposes stated solely within the scope and meaning of Section 501 I of the Internal Revenue Code of 1954 or corresponding section of future tax code.

**Article Four – Members**

4.1 The corporation shall have no members.

**Article Five – Directors**

5.1 The general management of the affairs of the corporation shall be vested in the directors of the corporation.

5.2 The term of office of the initial directors shall be until the first meeting of the incorporators and the initial board of directors.

5.3 The number of subsequent directors and their qualifications, manner of election and term of office shall be specified in the Bylaws.

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5.4 The number of directors shall not be less than three (3).

**Article Six – Disbursements**

6.1 No part of net earnings of the corporation shall inure to the benefit of, or be distributed to its members, trustees, or other private persons, except that the organization shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes set forth in the purpose clause hereof. No substantial part of the activities of the organization shall be the carrying on of propaganda, or otherwise attempting to influence legislation; and the organization shall not participate in or intervene in (including the publishing or distribution of statements) any political campaign on behalf of any candidate for public office. Notwithstanding any other provisions of this document the organization shall not carry on any other activities not permitted to be carried on (a) by an organization exempt from federal income tax under section 501 (c) (3) of the Internal Revenue Code, or corresponding section of any future federal tax code; or (b) by an organization, contributions to which are deductible under section 170(c) (2) of the Internal Revenue Code, or corresponding section of any future federal tax code.

**Article Seven – Operations**

7.1 This corporation shall not, except to an insubstantial degree, engage in any activities or exercise any powers that are not in furtherance of the purposes of this corporation.

**Article Eight – Dissolution**

8.1 Upon the dissolution of the organization, assets shall be distributed for one (1) or more exempt purposes within the meaning of the section 501l (3) of the Internal Revenue Code, or corresponding section of any future federal tax code, or shall be distributed to the federal government, or to a state or local government, for a public purpose. Any such assets not disposed of shall be disposed of by the Court of Common Pleas of the county in which the principal office of the organization is then located, exclusively for the purposes or to such organization or organizations, as said Court shall determine, which are organized and operated exclusively for such purposes.

**VOLUME 2 – BYLAWS**

**CHAPTER 1 – MEMBERSHIP**

1.01 **Membership:** Upon proper petition and qualification, membership in this organization shall be granted or denied by action of the Council. Petitions for membership are to be completed in the form and manner provided by the committee assigned membership duties and to the committee’s satisfaction before presentation to a regular meeting of the Council. That committee shall offer a recommendation on the petition of the prospective member to the Council.

- a. Voting for new members shall occur during the New Business section of the meeting.
- b. Approval for membership requires a majority vote of the Council in the meeting it is requested. If, by any reason, a petitioning association is denied membership, the association will not be allowed to petition for membership again until two (2) successive meetings (e.g., if rejected at the Winter Meeting, the association will not be able to apply again until the next year’s Winter Meeting).
- c. Membership dues and deadlines are outlined in the Master Dues, Fines, and Fees Schedule (Chapter 70).

1.02 **Qualifications:** For any membership petition to be considered by the Council, the committee assigned membership duties must affirm to the Council that all of the following qualifications have been met: (a) The petitioning association has operated a league for two (2) consecutive calendar years preceding the meeting of consideration of the membership petition with a minimum of four (4) teams registered in each of those years; (b)

103 The petitioning association identifies itself as a sports organization in the LGBT community of its metropolitan  
104 area; and (c) The petitioning association's representative attended the immediately two (2) preceding regular  
105 Meetings.

- 106 a. The two-year operating minimum criteria can be waived at the request of the committee and a two-thirds  
107 majority of the Council.

108  
109 **1.03 Interdependence of Members and NAGAAA:** Members of NAGAAA and the organization of NAGAAA are  
110 interdependent bodies, each mutually benefitting from one another and each with expectations to one another.  
111 Other than fulfilling the expectation of membership provided for in these bylaws or authorized by these bylaws, it  
112 is understood that NAGAAA has no power to compel or direct the governance or operations of Member  
113 Associations. The Board of Directors may interact with Member Associations to help mediate conflicts or resolve  
114 differences as requested. Additionally, the Board of Directors of NAGAAA shall, when receiving or engaging in  
115 communication with individual members of Member Associations, communicate through and direct issues to the  
116 Member Association's leadership.

117  
118 **1.04 Expectations of Membership:** Membership in this organization is critical to the operations and goals of  
119 this organization. Member associations, their individual members, and volunteers or staff members of the  
120 NAGAAA organization are expected to adhere to the common set of expectations.

- 121 a. **Conduct:** Each Member Association is expected to perform in and to the spirit of the NAGAAA Open  
122 Softball Division, Inc. Code of Conduct, policies and procedures. NAGAAA's Code of Conduct consists of  
123 four fundamental principles:
- 124 i. **Diversity:** We expect NAGAAA affiliates to honor all the diversity within the organization, treating  
125 everyone with dignity and respect.
  - 126 ii. **Integrity:** We expect all NAGAAA affiliates to be straightforward, honest, and adhere to  
127 sportsmanship in all organizational dealings.
  - 128 iii. **Objectivity:** We expect all NAGAAA affiliates should not allow bias, conflict of interest or outside  
129 influence to override their judgement.
  - 130 iv. **Honorable Behavior:** We expect all NAGAAA affiliates to comply with relevant laws and  
131 regulations and avoid any action that could negatively impact the reputation of our organization.
- 132 b. **Association Participation:** Each Member Association must comply with and report the information of its  
133 activities and leadership as determined by the Board of Directors and pay all dues, fines, and fees by the  
134 date due. Member Associations are required to attend the meetings of this organization. Failure to report  
135 all required information, attend as required, and/or pay all monies due may result in suspension of voting  
136 rights and/or suspension or termination of membership, including possible other sanctions, until such  
137 time as compliance is achieved.
- 138 c. **Athletic Participation:** Each Member Association shall register the minimum number of regular season  
139 teams in a qualifying season in a calendar year and shall register the minimum number of teams for the  
140 Gay Softball World Series (GSWS). Additionally, each Member Association shall have a player registration  
141 system that requires players to declare whether the association is their GSWS-qualifying association and  
142 any other associations in which the player have, will or may play. Requirements and exceptions to this  
143 requirement shall be stated in policy documents of this organization.
- 144 d. **Legal Issues:** No Member Association or individual may enter into a legal agreement using the  
145 incorporated name of this organization without the written consent of the Board of Directors. Members  
146 of this organization will adhere to the Conflict of Interest Policy of this organization. All Members  
147 Associations, voting representatives, committee chairs and members, board directors, staff, and  
148 volunteers shall return all organizational property and materials to the Commissioner within ninety (90)  
149 days after the end of term of service to the organization.
- 150 e. **Privacy:** Use of the directories of this association is limited to official NAGAAA business only.  
151 Reproduction, sale, rental, lease, or use of the directories or any of its contents by any person or group  
152 other than the Board of Directors or member associations is strictly prohibited.

- 153 f. Local Tournaments: Member Association Tournament Directors/League Officers utilizing NAGAAA ratings  
 154 in a local tournament must verify those ratings are current and accurate. Team rosters must include the  
 155 person's name, date of birth, and each rating question. All local tournaments must have a clearly defined  
 156 protest process.  
 157

158 **1.05 Suspension/Termination of Membership:** Member Associations and/or individual members of Member  
 159 Associations may be suspended, for a time certain or indefinitely, and/or terminated from membership in this  
 160 organization by a two-thirds (2/3) vote of the Council following a hearing before the Council, in a form and manner  
 161 provided for by the Ethics Committee, unless provided for differently by express language in these bylaws. A  
 162 period of suspension may be ordered by the Council which may include specific restorative and accountability  
 163 requirements and/or other sanctions, which if not met, may result in termination of membership. Automatic  
 164 suspensions for failure to pay membership dues by the deadline established may be issued and repealed by the  
 165 Commissioner.  
 166

167 **1.06 Reinstatement of Membership Following Suspension or Termination:** The Council may reinstate a  
 168 suspended Member Association following a review by the committee assigned membership duties of the  
 169 complaint leading to suspension and any corrective actions taken regarding the nature of the complaint. The  
 170 Council may reinstate a suspended and/or terminated individual member of a member association following a  
 171 review by the Ethics Committee of the complaint leading to suspension and/or termination and any corrective  
 172 actions taken regarding the nature of the complaint. Member Associations or Individuals suspended for a time  
 173 certain are automatically reinstated to good standing following the expiration of the time of suspension provided  
 174 that qualifications for membership continue to be met. Terminated Member Associations shall only be eligible for  
 175 reinstatement through the process of petitioning for membership in the organization.  
 176

## 177 CHAPTER 2 – COUNCIL

178  
 179 **2.01 Authority and Purpose:** The Council shall be the legislative body of this organization. All committees,  
 180 boards, officers, staff, and volunteers are subordinate to the authority of the Council. The Council is limited in its  
 181 power only by the provisions of these bylaws, the Articles of Incorporation, and the Laws of the State of Wisconsin.  
 182 The Council is created to give policy direction to the operations of NAGAAA; act on legislative proposals  
 183 appropriate for the fulfillment of policy functions; elect officers of the organizations; create committees that assist  
 184 the officers in the operations of the organization; act on matters relating to membership; and to support and  
 185 promote the work of this organization.  
 186

187 **2.02 Composition:** The Council shall be composed of one (1) voting representative from each member  
 188 association and the voting members of the Board of Directors. The voting representative from each member  
 189 association shall furnish credentials in the form and manner provided by the committee assigned membership  
 190 duties attesting that he/she and any listed alternates represent the Member Association on the Council. Failure to  
 191 provide such attestation shall be cause for immediate revocation of voting and voice rights on the Council until  
 192 such time as remedy is made. Voting representatives, properly credentialed, remain as voting representatives,  
 193 until such time as new credentials are furnished by a member.

- 194 a. A voting representative or alternate voting representative from a member association shall be or have  
 195 been in the twelve months prior to the Council meeting: a board member of that association, a player  
 196 declaring that association their qualifying association, and/or an active member of that association.  
 197

198 **2.03 Parliamentary Authority:** The rules contained in the latest edition of *Robert's Rules of Order Newly*  
 199 *Revised* shall govern the organization and all its bodies in all cases to which they are applicable and in which they  
 200 are not inconsistent with these bylaws and any special rules of order the organization may adopt. Attendance by a  
 201 majority of those Council members granted the right to vote constitutes a quorum for any meeting of the Council.  
 202 All main motions shall be delivered in writing, in the form and manner provided for by the Secretary.  
 203

204 **2.04 Right of Vote:** Each voting representative of the council and the members of the Board of Directors shall  
205 be entitled to one (1) vote. The Commissioner shall only be allowed to cast a vote in elections for officers of this  
206 organization or, on other matters, to cast a vote to affect the outcome. No member association shall be entitled to  
207 more than one (1) vote by its designated voting representative or alternates on any question pending before the  
208 Council or any of the subordinate functions (e.g., committees) of this organization, not including the Board of  
209 Directors.

210  
211 **2.05 Right of Voice:** The right of voice at the meetings of the council is extended to the voting representatives  
212 of each member, the board of directors, committee chairs not serving as voting representatives, staff, volunteers,  
213 and any other person as approved by the council or by the board of directors. Committee chairs not serving as  
214 voting representatives shall be given the privilege of proposing questions and matters of business to the council  
215 but shall not be allowed voting rights.

216  
217 **2.06 Meetings:** The Council will conduct two (2) Regular Meetings in a calendar year. The annual Winter  
218 Meeting will be held on or before March 31 in any year and shall not be held on the same weekend as the annual  
219 Championship game of the National Football League. The annual Summer Meeting will be held in conjunction with  
220 the GSWS in that year's host city and shall end no later than Columbus Day of any year. Special Meetings may be  
221 petitioned for by at least two (2) members of the Board of Directors or by the signatures of a majority of the  
222 members of the Council, in a form and manner provided for the Governance Committee. Said petition must  
223 include whether the meeting will be in held by physical attendance of the voting representatives or electronic  
224 means and include all items of business to be discussed at the special meeting. Only those items of business listed  
225 on the petition for the special meeting shall be considered at that meeting.

226  
227 **2.061 Notice of Meetings:** Written or printed notice stating the date, time and place of each Regular Meeting or  
228 a Special Meeting to held in physical attendance of the voting representatives will be delivered by electronic  
229 means to each Member Association at least thirty (30) calendar days prior to the convening of said meeting. Notice  
230 shall be delivered in the same manner for a Special Meeting to be held by electronic means at least seventy-two  
231 (72) hours prior to the convening of said meeting. A proposed agenda and items of business that have  
232 been appropriately submitted in the form and manner provided by the Governance Committee shall be delivered  
233 at least fourteen (14) calendar days prior to the convening of said meeting.

234  
235 **2.07 Deadline for Submission of Items of Business:** For all Regular Meetings of the Council, member  
236 associations may submit items of business for consideration by the council in the form and manner provided for by  
237 the Governance Committee no later than thirty (30) days prior to the convening of the regular meeting. Any  
238 motion, having the effect of adding an item of business for consideration not so submitted, shall require a majority  
239 of the Council members present to allow the item to be considered. Petitions to the Ethics Committee on matters  
240 of discipline are subject to other deadline rules as authorized in the policies of this organization. The Secretary  
241 shall provide notice to the member associations of these deadlines.

242  
243 **2.08 Elections:** The Council shall elect members of the Board of Directors to specific office. Elections shall be  
244 held at the Winter Meeting. Individuals active in member associations, the Council, and any active NAGAAA official  
245 shall be eligible to nominate persons for office. Nominees shall be subject to background check. The Board of  
246 Directors shall create a policy governing the nominations and background check requirements and communicate  
247 said policy to the Council, which shall include the following provisions: 1) Nominations may be submitted beginning  
248 at the adjournment of the Summer Meeting and shall end no earlier than 11:59pm (PST) of the forty-fifth (45)  
249 calendar days prior to the convening of the following Winter Meeting.; 2) Persons nominated shall have fifteen  
250 (15) calendar days, after the close of nominations, to accept or decline the nomination.

251 a. **Election of Directors:** The Council shall elect the directors of this organization. Each nominee will be given  
252 the opportunity to address the Council prior to the first ballot. Votes will be conducted by secret ballot  
253 unless a nominee is unopposed for election at which time a motion for a unanimous ballot shall be in  
254 order. A majority of the votes cast, including abstentions, is required for election. If no nominee receives a

majority on the first ballot, the nominee receiving the least votes shall be removed and a second ballot conducted in the same manner as the first. Ballots will continue to be conducted in the same manner as the first until such time as a nominee receives a majority of the votes cast. In the event of a tie on any ballot, the nominees engaged in the tie shall remain on the following ballot. In the event where two (2) successive ballots have been cast on which there were only two (2) nominees and neither nominee has received a majority of the votes cast, including abstentions, the third ballot cast in this manner shall be the final ballot cast where only a plurality of votes for a nominee is required to be elected, except no nominee shall be elected on any ballot cast in this manner which resulted in a tie. Any ballot recording a tie shall require a following ballot until a plurality is reached.

**2.09 Appeals of Fines and Penalties:** The Council will hear all appeals of fines assessed, except protest fines, or penalties assigned at the next semi-annual meeting after which the fine is incurred. Appeals shall be referred to the Ethics Committee which shall have jurisdiction to preside over the appeal. Appeals will not be matters of business before the council at said meeting, unless an appeal is filed by the fined or penalized entity, in the form and manner provided for by the Ethics Committee.

### CHAPTER 3 – COMMITTEES

**3.01 Committees:** The following committees are created which the Board of Directors shall engage to assist in the execution and management of this organization. The objectives, structure, reporting, and priorities of these committees shall be approved by the Board of Directors.

- a. Governance
- b. Ethics
- c. Athletics

**3.011 Finance and Audit Committee:** The Finance and Audit Committee is a permanent committee which shall be constituted of no less than three (3) members with accounting and financial experience appointed by the Commissioner. The committee shall meet three times in a calendar year – at the Winter and Summer Council meetings and at a fall meeting of the committee’s choosing. The committee is charged with budget management and development in conjunction with the Board of Directors and any other duties as assigned by the Board of Directors.

**3.02 Other Committees:** The Board of Directors may create or dissolve a committee by majority vote. Creation of the committee shall specify the objective of the committee.

**3.03 Appointments:** The Commissioner will appoint one (1) member of each committee as its chairperson and one (1) member as the vice-chair of the committee. The Commissioner shall appoint the chair and vice-chair at the vacancy of each of those offices and those appointees shall serve until such time as the appointee resigns or is removed by the Commissioner. The chairperson shall be responsible for the operation of the committee. Appointed membership on committees, excluding the chair and vice-chair, shall be appointed for a term commencing of the annual Winter Meeting until the commencement of the next annual Winter Meeting. Members of the committee shall be those voting representatives of the council or alternates who attend a meeting of the committee or members appointed by the Commissioner. No member association is granted more than one (1) vote in any committee or taskforce.

**3.04 Meetings and Quorum:** Committee meetings not held in conjunction with regular or special meetings of the Council shall be noticed by the chair to the members at least 24 hours prior to the meeting’s convening. Notice of Committee meetings held in conjunction with a regular or special council meeting is satisfied by the presentation of a proposed agenda indicating such. A quorum of a committee is always present in a meeting called in accordance with these bylaws. Committee meetings may be held by electronic or telephonic means.



306 **3.05 Referral to Committee:** The Commissioner shall refer all items of business to the appropriate committee.  
 307 Any item of business for which a committee recommends approval, and which obligates a fiscal expenditure by  
 308 this organization shall be referred to the Finance and Audit Committee before any action of the council on that  
 309 recommendation.  
 310

311 **3.06 Status of Committee Reports:** On any item of business referred to a committee which requires approval  
 312 of the Council to be enacted, the committee of referral may recommend any legal motion of action on that item.  
 313 The recommendations, if any, of any committee to which the item was referred shall be reported to the Council for  
 314 its consideration. The recommendation, if any, in the report of the last committee to which the item was referred  
 315 shall be the pending main motion before the Council during consideration of the committee report.  
 316

#### 317 **CHAPTER 4 – BOARD OF DIRECTORS**

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 319 **4.01 Authority:** The Board of Directors shall be the administrative and management body of the organization,  
 320 subject to the policy direction of the Council.  
 321

322 **4.02 Composition and Terms of Office:** The Board of Directors shall consist of a Commissioner, Secretary,  
 323 Treasurer, Business Development Director, Director of Competition, Athletic Director, and Operations Director.  
 324 Directors shall serve two (2)-year terms. Each Director shall serve until his or her successor has been qualified and  
 325 elected, unless such Director shall sooner be removed from office. The Commissioner, Treasurer, and Athletic  
 326 Director positions shall be elected in odd numbered years. The Secretary, Director of Competition, Operations  
 327 Director, and Business Development Director positions shall be elected in even numbered years.  
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329 **4.03 Removal and Vacancies:** A Director may be removed from office by a two-thirds (2/3) Council vote for  
 330 illegal conduct, failure to perform the duties of office, or violation of the expectations of a member. Actions for  
 331 removal shall be in the jurisdiction of the Ethics Committee and shall conform to a process provided for by the  
 332 Ethics Committee. For a vacancy in any office, other than that of Commissioner, the vacancy shall be filled by  
 333 nomination and election by the remaining Board of Directors for the balance of the term. For a vacancy in the  
 334 office of Commissioner, the vacancy shall be filled within 30 days by nomination and election by the remaining  
 335 Board of Directors, from among the current Directors who have been duly elected to office, for the balance of the  
 336 term of the Commissioner. In event of a tie on any ballot, should more than two (2) nominees exist, the nominee  
 337 with lowest votes cast, excluding ties, on that ballot shall be removed from future ballots and the remaining  
 338 directors shall vote again on a successive ballot and repeat this process on successive ballots until such time as  
 339 nominee is elected by a majority of the remaining directors. Vacancies, in offices other than the Commissioner,  
 340 shall be filled as soon as practicable and the Board of Directors may not number less than three (3) officers at any  
 341 time. A vacancy in any office shall be reported to the Council forthwith.  
 342

343 **4.04 Director's Duties:** Unless expressly provided for in these bylaws, the duties of Office for each individual  
 344 Director shall be determined by the Board of Directors and listed in the policies of this organization.  
 345 a. Commissioner: The Commissioner shall oversee all operations of the NAGAAA Board and the organization,  
 346 including implementation of policies and procedures, enforcement of rules, administration of priorities  
 347 and initiatives. The Commissioner shall preside over meetings of the Council and propose the agenda and  
 348 schedule of meetings. The Commissioner will appoint all tournament personnel, chairs of committees,  
 349 taskforces, and any other special groups. The Commissioner shall perform any other duties or functions as  
 350 assigned by the Board of Directors.  
 351 b. Secretary – The Secretary shall maintain, update, and record all official governance documents of the  
 352 organization. The Secretary shall maintain and execute official communication with the Member  
 353 Associations, Council voting representatives, Committees, and Board of Directors. The Secretary shall  
 354 perform any other duties or functions as assigned by the Commissioner or the Board of Directors.  
 355 c. Treasurer – The Treasurer shall oversee management and reporting of the organization's finances and  
 356 compliance with applicable regulations. The Treasurer shall perform any other duties or functions as  
 357 assigned by the Commissioner or the Board of Directors.

- 358 d. Business Development Director: The Business Development Director shall oversee the marketing,  
359 sponsorship, and public relations efforts of this organization. The Business Development Director shall  
360 perform any other duties or functions as assigned by the Commissioner or the Board of Directors.
- 361 e. Director of Competition: The Director of Competition shall have the responsibility for the development  
362 and implementation of the policies on and surrounding fair play, rules of the game, ratings, player  
363 eligibility and accountability, protests, member association softball operations, and shall perform any  
364 other duties or functions as assigned by the Commissioner or the Board of Directors.
- 365 f. Athletics Director: The Athletic Director shall have responsibility for the planning, preparation, and  
366 operation of NAGAAA sanctioned tournaments and shall perform any other duties or functions as  
367 assigned by the Commissioner or the Board of Directors.
- 368 g. Operations Director: The Operations Director shall have responsibility for the administrative and logistical  
369 management of the NAGAAA corporate body and shall perform any other duties or functions as assigned  
370 by the Commissioner or the Board of Directors.

## 371 CHAPTER 5 – FINANCIAL MANAGEMENT

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374 **5.01 Fiscal Year and Budget:** The fiscal year begins on the first day of January and ends on the last day of  
375 December of the same calendar year. The Treasurer shall prepare, in consultation with the Commissioner, and  
376 present a proposed annual operating budget at each Winter Meeting. The proposed budget shall be referred to  
377 the Finance and Audit Committee which shall provide a recommendation to the Council. The budget shall be  
378 considered by and may be adopted by the Council. In the course of the fiscal year, the Board of Directors is  
379 authorized to adjust appropriations of this organization consistent with the policy direction of the Council.

380  
381 **5.02 Budget Provisions:** The proposed and adopted budget shall provide estimated revenue amounts,  
382 appropriation amounts, including appropriations sufficient to fund salaries, per diems, expenses, and  
383 compensation as determined by the Board of Directors in the Master Compensation schedule. The budget shall  
384 establish and maintain a segregated budget stabilization fund of not less than \$80,000. The budget stabilization  
385 funds shall only be encumbered with the adoption of resolution authorizing such by a two-thirds (2/3) vote of the  
386 Council. Fifty percent (50%) of all net positive income, once all budget items have been accounted for, shall be  
387 appropriated to the budget stabilization fund until the fund reaches a balance of \$125,000, at which point only ten  
388 percent (10%) shall be appropriated each year.

389  
390 **5.03 Compensation and Payments:** The Board of Directors shall set the compensation of all staff and  
391 volunteers serving in roles and positions designated for compensated status and list those compensation amounts  
392 in the Master Compensation Schedule. The Board of Directors shall set the monetary amount of all fines, penalties,  
393 and fees, and corresponding due dates, unless otherwise expressly specified in these bylaws, and list those  
394 amounts along with the dues of this organization and relevant association reporting deadlines in the Master Dues,  
395 Fines and Fees Schedule. Member Associations shall submit all dues, fines, fees, and other payments in USD, with  
396 the exception of Member Associations in Canada, which will submit all payments in CAD.

## 397 CHAPTER 6 – POLICIES OF THIS ORGANIZATION

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400 **6.01 Policies:** The Council, the Board of Directors, and/or any subordinate body (e.g.: committees, etc.) of this  
401 organization may create policies and procedures not in conflict with these bylaws and/or policies created by the  
402 Council which shall be in the form and manner provided for by the Governance Committee. Any policy created  
403 shall contain and provide for the manner of amendments. Policies are the jurisdiction of the body authorizing them  
404 unless stated otherwise. Policies of this organization shall be organized in chapter 10 or higher of the governing  
405 documents and are subordinate to the bylaws.

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**CHAPTER 7 – BYLAW AMENDMENTS**

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**7.01 Amendments:** These Bylaws may be amended by a two-thirds (2/3) vote of the Council at any regular meeting or special meeting called for that purpose. Amendments shall be submitted in writing in the form and manner provided for by the Governance Committee. Amendments shall become effective immediately upon adoption unless a different effective date is adopted concurrently with the amendment.

## VOLUME 3 – POLICIES

### CHAPTER 10 – RULES OF THE GAME

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418 **10.01 Jurisdiction:** This chapter shall be the jurisdiction of the Council and amended by majority at any council  
419 meeting, except that any amendment adopted at summer meeting of the Council must achieve a ninety percent  
420 (90%) vote to be effective at the Gay Softball World Series immediately following that meeting.  
421

422 **10.02 USA Softball (ASA) and NAGAAA Rules:** This organization, in all its official events, shall adopt and conform  
423 to the USA Softball (ASA) Rules of Softball for Men’s Slow-Pitch, latest edition, unless explicitly stated in this  
424 chapter or elsewhere in this organization’s policy documents. No exception or modification to an USA Softball  
425 (ASA) rule may be approved except by the Council. All games shall be conducted in accordance with the governing  
426 manual of this organization.  
427

428 **10.03 Exceptions:** The following rules are exceptions to the USA Softball (ASA) rules and shall apply as rules for  
429 any NAGAAA event.

- 430 a. Any person, of any gender identity, may compete on any team.  
431 b. No metal cleats shall be worn by any player, manager, coach, or umpire.  
432 c. No base stealing will be allowed in any division.  
433 d. Safety bases will be used on all fields when possible. If safety bases cannot be used on one (1) or more of  
434 the total fields scheduled for use, no safety bases will be utilized unless required by field ownership  
435 and/or management.  
436 e. Official field dimensions for NAGAAA events utilize a 300’ (91.4 meters) outfield fence and 70’ (21.3m)  
437 base path.  
438 f. All batters will begin with a one (1) ball and one (1) strike count. One (1) courtesy foul shall be awarded  
439 after the second strike.  
440 g. The official NAGAAA pitch height shall be 6’ to 12’ (1.8m to 3.7m).  
441 h. Electronic scorekeeping is deemed an acceptable scorebook format.  
442 i. Legends Division teams will not observe a second home plate or commitment line.  
443 j. The following are the divisional limits for out of the park home runs: A – 5, B – 3, C – 1, D – 0, E – 0,  
444 Legends-C Division – 1, Legends-D Division – 0. Once a team has reached their maximum of out of the  
445 park home runs, any additional out-of- the-park homerun will be considered an inning-ending out in all  
446 divisions.  
447 k. In all divisions, no new inning may begin after 55 minutes in pool play and 60 minutes in double  
448 elimination with the exception of Championship games. The team ahead in the score shall be declared the  
449 winner and the game shall be declared completed after such innings. The start of game time is defined as  
450 the scheduled game time; or in games beginning earlier than scheduled, the time agreed to by both  
451 managers and umpire(s); or in games beginning later than scheduled, immediately once both scheduled  
452 teams have occupied the field. In all games, the umpire assigned to officiate the game has to announce  
453 that time has begun.  
454 l. The International Tiebreaker rule shall apply in double-elimination time-restricted games if the score is  
455 tied after seven (7) innings or 60 minutes. At the beginning of each half inning, the batting team shall  
456 begin its turn at bat with the player who is scheduled to bat last in that respective half-inning being placed  
457 on second base. A substitute may be inserted for the runner following regular substitution rules.  
458 m. Uniforms are required. Players competing in NAGAAA events must play in like-colored shirts or jerseys.  
459 n. At no time is smoking on the field or the dugout allowed by any players, coaches or managers.  
460 o. A team may bat up to twelve (12) players.  
461 p. Teams are allowed one (1) courtesy runner per inning. In both the Legends-C and Legends-D Divisions,  
462 teams are allowed two (2) courtesy runners per inning. Courtesy runners are subject to all other USA  
463 Softball rules on courtesy runners.  
464

465 **10.04 Bat Rules:** NAGAAA will provide all bats to be used during its tournaments for all divisions, provided the  
 466 supply of bats is budget neutral. The same bats will be provided to both teams to use during competition and must  
 467 meet current USA Softball (ASA) bat rules. The Athletic Director will determine the specific bat models to be used  
 468 and announced no later than January 15 of the year in which they are to be used. No team member may use any  
 469 other bat than those provided by NAGAAA anywhere on the playing field, inclusive of the dugout. Penalties for bat  
 470 violations are:

- 471 a. That team member transports or takes an approved bat to any area of the field that is not the immediate  
 472 area surrounding the batter's box or warm-up circle for the on-deck batter as determined by the umpire.
  - 473 1. **First Offense:** Team Member is disqualified from current game.
  - 474 2. **Second Offense and Each Subsequent Offense:** The team member is ejected from current game  
 475 and the Athletic Director shall be notified. The Athletic Director will make a determination on  
 476 player eligibility or recommend actions under 10.08
- 477 b. That team member uses a non-approved bat on the playing field, inclusive of the dugouts, at any time the  
 478 approved bats are on the field.
  - 479 1. **Any Offense:** The team member is ejected from the current game and the Athletic Director shall  
 480 be notified. The Athletic Director will make a determination on player eligibility or recommend  
 481 actions under 10.08.

482  
 483 **NOTE:** Any ejection under this section is subject to further consequences under 10.07.  
 484

485 **10.05 Acts of Disqualification:** The following is a list of acts any one of which may be justification for the ejection,  
 486 suspension or termination of any individual, team, team member, or member association by the Open Division:

- 487 a. Unsportsmanlike conduct.
- 488 b. Abusive behavior toward an umpire, tournament official or participant of the current event immediately  
 489 preceding, during, or after a game. Any expense that is incurred by NAGAAA to ensure the safety of the  
 490 NAGAAA participants will be paid by the offending member association or person or persons.
- 491 c. Commission of fraud such as playing under an assumed name, falsifying an affidavit or roster, or giving  
 492 false information to tournament officials.
- 493 d. Receiving money or financial benefits in consideration of participating in softball or baseball competition.
- 494 e. Participating while knowing they do not meet the eligibility requirements of the Open Division.
- 495 f. Knowingly competing with players that are disqualified from Open Division play.
- 496 g. Accepting money (directly or indirectly) by capitalizing on athletic ability, athletic performance, or fame in  
 497 softball or baseball, such as allowing the use of the player's name to advertise, recommend, or promote  
 498 the sale of softball or baseball sporting goods or by accepting compensation for using such goods.
- 499 h. Using any bat not approved by this organization or using an approved bat in violation of rules established  
 500 by this organization.

501  
 502 **10.06 Non-Registered Players:** Any person entering the tournament as a player shall register following the  
 503 established process for registration before entering any game as an active player. The Athletic Director, shall, upon  
 504 confirmation that a player entered a game as an active player without that player having completed the official  
 505 tournament registration process, eject that player from that game and disqualify that player for the remainder of  
 506 the tournament. The team which rosters a player ejected and disqualified under this rule, shall be recorded a  
 507 forfeit loss in any game in which that player participated. An active player means a player who participated in the  
 508 game in an offensive or defensive role including as a courtesy runner. A player listed as a substitute on a line-up  
 509 card but who does not enter the game is not governed by this rule.

- 510 a. No team eliminated from the double elimination tournament shall be reinstated to the bracket, except  
 511 when that team is granted a forfeit win by this section and no intervening game in the bracket affecting  
 512 that team has been played between the game in which the team was eliminated and the game in which  
 513 the team with an unregistered player is recorded a forfeit loss.

514  
 515

516 **10.07 Ejections from Game:** During NAGAAA play, any time a player, coach or manager strikes another player,  
 517 coach or manager, said player, coach or manager shall be ejected from the game and shall not be allowed to sit on  
 518 the player's bench.

519 a. If a player is ejected from a game, the ejecting umpire will record the player's name, team name / city and  
 520 the reason for the ejection. They must provide this information to a NAGAAA official immediately who  
 521 must ensure the Athletic Director obtains this information whom shall rule on the length of ineligibility  
 522 arising from the ejection.

523  
 524 **10.08 Ejections at Any Time:** Any individual ejected from a game or any individual who engages in conduct  
 525 defined as act of disqualification during the time of the tournament inclusive of all tournament related events, and  
 526 is identified and recommended for disqualification by a member of the Board of Directors, the Umpire-in-Charge,  
 527 or Assistant Umpire(s)-in-Charge shall be subject to a disciplinary hearing.

528 a. If the ejection or recommendation for disqualification occurs before the time that protest committees are  
 529 available at the field complex(s) then the Competition Director shall convene a panel of 3 directors,  
 530 exclusive of the Commissioner, to hear the case and make a ruling subject to (c.)

531 b. If the ejection or recommendation for disqualification occurs while a protest committee is available to  
 532 convene, the committee shall convene, hear the case, and make a recommendation to the Athletic  
 533 Director, subject to (c.)

534 c. Any recommendation for sanctions under this section shall be limited only to the tournament, inclusive of  
 535 all tournament related events, and may include any sanction up to complete disqualification from that  
 536 tournament.

537

## 538 **CHAPTER 20 – MEMBER ASSOCIATION RESPONSIBILITIES AND PLAYER ELIGIBILITY**

539

540 **20.01 Jurisdiction:** This chapter shall be the jurisdiction of the Council and amended by majority at any council  
 541 meeting, except that any amendment adopted at summer meeting of the Council must achieve a ninety percent  
 542 (90%) vote to be effective at the Gay Softball World Series immediately following that meeting.

543

544 **20.02 Definitions:** The following definitions apply in this chapter and in common usage throughout the  
 545 Governing Manual:

546 a. Metropolitan Area: In the United States, a metropolitan area is defined as the US Census Combined  
 547 Statistical Area (CSA), or Metropolitan Statistical Area (MSA) when not located in a CSA, in which the  
 548 member association is predominantly located. In Canada, a metropolitan area is defined by the Statistics  
 549 Canada Census Metropolitan Area (CMA) in which the member association is predominantly located.

550 b. Non-LGBT – a person who does not self-identify as Lesbian, Gay, Bisexual, or Transgender.

551 c. Non-qualifying Association – A member association in which a player does not maintain eligibility to  
 552 qualify and participate for a calendar year's GSWS despite having played part or all of a qualifying season  
 553 in that association.

554 d. Pickup Player – a player added to a team's regular season roster for purposes of tournament play.

555 e. Player ID – The unique identifying number assigned to an individual player in the NAGAAA database.

556 f. Qualifying Association – The member association through which a player maintains eligibility to qualify  
 557 and participate in a calendar year's GSWS by that association bearing responsibility for the player's rating,  
 558 eligibility standards, and compliance with the NAGAAA database standards.

559 g. Qualifying Season – The playing season of each member association in which a player and teams qualify  
 560 for the GSWS and in which the player is evaluated and rated by the Association.

561 h. Sanctioned NAGAAA Tournament – a tournament sanctioned by NAGAAA, currently only the Gay Softball  
 562 World Series and the NAGAAA Cup.

563

**SECTION 1 – MEMBER ASSOCIATION AND PLAYER REGISTRATION RESPONSIBILITIES**

**20.10 Player GSWS-Qualifying Association Declaration:** A player may play in more than one association's GSWS-qualifying season, but must declare what association is their qualifying association. However, the following procedures must be followed. When a player registers in any association, the player must declare whether the NAGAAA member association is that player's qualifying association. Additionally, the player must also declare any other association the player has, will, or may play in for all or part of a qualifying season in that calendar year. A player who registers and declares only one (1) association shall consider that association that player's qualifying association.

Once a player has declared an association as their qualifying association, the player may not declare another association as their qualifying association.

With written approval from both association's Commissioners and the Director of Competition, a player may change their qualifying association provided they have not played 50% of the games in the original qualifying association. The NAGAAA Board may make exceptions to this section for players with extenuating circumstances, and must report such exceptions to the Council prior to the GSWS.

If a player declares with more than one association in a qualifying season, they are ineligible to play in the GSWS.

**20.11 Association Registration Duties:** Any association, registering a player as a non-qualifying association, shall immediately inform, in writing via electronic mail, that player's qualifying association of the player's registration. As applicable, the qualifying association, upon receiving the registration of a player declaring the association that player's qualifying association or receiving the notice of the player's declaration shall request, in writing via electronic mail, a transfer of the player in the NAGAAA database to their association for control of the player's rating and eligibility. Any association which is declared as the qualifying association of a player, and that player fails to register in that association, the association shall immediately transfer the player to one (1) of the players declared non-qualifying associations as chosen by the player which shall become the player's qualifying association.

**20.12 Transfer Timeline and Penalties:** Any and all associations, which receive a valid request for transfer of a player in the NAGAAA database, shall perform the transfer as soon as practicable and without delay, but not later than 30 days after the transfer request has been made or July 10<sup>th</sup>, whichever comes first, so as not to hinder the duty of the qualifying association. All associations are expected to maintain open and timely communication between associations to foster correct and accurate registration and declarations of players. Any association violating the provisions in this chapter shall be required to attend the next available Registration and Database Workshop after the violation has been noted by the Director of Competition and shall also be subject to penalties outlined in these policies.

**20.13 Regular Season Roster:** The roster submitted by Member Associations that serves three purposes:

1. To account for each player whose primary team is in the Member Association
2. To identify each player's primary team
3. To determine each Member Association's berth allotments for the GSWS

A Regular Season Roster must have at least ten (10) players on the roster. No player may be listed on more than one (1) Roster for a NAGAAA sanctioned tournament. A Regular Season Roster team may not be comprised of more than twenty (20) players. Managers and/or coaches who are not eligible to play or who do not play as a player do not count towards this requirement. Each Regular Season roster may name two (2) non-playing members in addition to the maximum of twenty (20) players. The Board of Directors shall determine the manner and form for submission of the rosters, deadline for submission of the rosters, and any sanctions for errors, omissions, and/or changes.

615 International Pass Roster: International Associations engaging in the one-time trial run for the International Pass  
616 during GSWS 2024 are exempt from submitting a Regular Season Roster. The usual requirements for qualifying  
617 associations or meeting qualifying games requirements will be waived for this specific trial. While participating in  
618 GSWS 2024 under this temporary pass trial, International Associations will not be classified as member  
619 associations.

620

621 International Pass Rosters must:

- 622 a. Be made up entirely of players currently living in the territory/nation receiving the Pass, and may NOT
- 623 include players from the regular season roster of a Member Association.
- 624 b. Provide ratings for all players and adhere to the player and team ratings limits for the division in which
- 625 they are playing.

626

627 International Pass Rosters must have at least ten (10) players on the roster, and may have a maximum of three (3)  
628 non-LGBT players. No player may be listed on more than one (1) roster for a NAGAAA sanctioned tournament. A  
629 International Pass Roster team may not be comprised of more than twenty (20) players. Managers and/or coaches  
630 who are not eligible to play or who do not play as a player do not count toward this requirement. Each  
631 International Pass Roster may name two (2) non-playing members in addition to the maximum of twenty (20)  
632 players. The Board of Directors shall determine the manner and form for submission of the rosters, deadline for  
633 submission of the rosters, and any sanctions for errors, omissions, and/or changes.

634

635

636 **20.14 Standard Roster:** A GSWS roster submitted by a Member Associations that consists of players from a  
637 regular season roster of a team from that Member Association and a maximum of four (4) pickup players. A pickup  
638 player must be from the regular season roster of another team from that same Member Association.

639

640 A Standard Roster must have at least ten (10) players on the roster, and may have a maximum of three (3) non-  
641 LGBT players. No player may be listed on more than one (1) roster for a NAGAAA sanctioned tournament. A  
642 Standard Roster team may not be comprised of more than twenty (20) players. Managers and/or coaches who are  
643 not eligible to play or who do not play as a player do not count toward this requirement. Each Standard Roster may  
644 name two (2) non-playing members in addition to the maximum of twenty (20) players. The Board of Directors  
645 shall determine the manner and form for submission of the rosters, deadline for submission of the rosters, and any  
646 sanctions for errors, omissions, and/or changes.

647

648 **20.15 Extended Association Roster:** A GSWS roster submitted by a Member Association that consists of players  
649 from that Member Association's Regular Season Rosters with a **maximum of four (4) pickup players** from **other**  
650 Member Associations. A Member Association may submit up to one Extended Association Roster if the Member  
651 Association is sending only one team to the GSWS across all Divisions.

652

653 An Extended Association Roster must have at least ten (10) players on the roster and may have a maximum of  
654 three (3) non-LGBT players. No player may be listed on more than one (1) roster for a NAGAAA sanctioned  
655 tournament. An Extended Association Roster team may not be comprised of more than twenty (20) players.  
656 Managers and/or coaches who are not eligible to play or who do not play as a player do not count toward this  
657 requirement. Each Extended Association Roster may name two (2) non-playing members in addition to the  
658 maximum of twenty (20) players. The Board of Directors shall determine the manner and form for submission of  
659 the rosters, deadline for submission of the rosters, and any sanctions for errors, omissions, and/or changes.

660

661 **20.16 All Association Roster:** A GSWS roster submitted by a Member Associations that consists of players from  
662 any regular season roster from that Member Association. A Member Association may submit up to one All  
663 Association Roster in the E, D, and C Divisions. Any submission of an All Association Roster in a Division precludes  
664 the submission of any other type of rosters in that same Division.

665



666 All Association Roster must have at least ten (10) players on the roster and may have a maximum of three (3) non-  
 667 LGBT players. No player may be listed on more than one (1) Roster submitted for a NAGAAA sanctioned  
 668 tournament. An All Association Roster team may not be comprised of more than twenty (20) players. Managers  
 669 and/or coaches who are not eligible to play or who do not play as a player do not count toward this requirement.  
 670 Each All Association roster may name two (2) non-playing members in addition to the maximum of twenty (20)  
 671 players. The Board of Directors shall determine the manner and form for submission of the rosters, deadline for  
 672 submission of the rosters, and any sanctions for errors, omissions, and/or changes.

673  
 674 **20.17 Legends Division Roster:** A GSWS roster submitted by a Member Association for a Legends tournament. A  
 675 player on a regular season roster of any Member Association may be included on a Legends Division Roster,  
 676 subject to:

- 677  
 678 a. Age Requirement  
 679 b. Member Associations with only one (1) team in Legends C, Legends D, or both must have at least four (4)  
 680 players from the Member Association sending the team  
 681 c. Member Association with two (2) or more teams in Legends C, Legends D, or both may only have two (2)  
 682 pickup players from other Member Association(s)  
 683

684 A Legends Division Roster must have at least ten (10) players on the roster, and may have a maximum of three (3)  
 685 non-LGBT players. No player may be listed on more than one (1) roster submitted for a NAGAAA sanctioned  
 686 tournament. A Legends Division Roster may not be comprised of more than twenty (20) players. Managers and/or  
 687 coaches who are not eligible to play or who do not play as a player do not count toward this requirement. Each  
 688 Legends Division Roster may name two (2) non-playing members in addition to the maximum of twenty (20)  
 689 players. The Board of Directors shall determine the manner and form for submission of the rosters, deadline for  
 690 submission of the roster, and any sanctions for errors, omissions, and/or changes  
 691

692 **20.18 A and B Division Rosters:** A GSWS roster submitted by a Member Association for an A or B tournament  
 693 that consists of players from a regular season roster of a team from that Member Association and a maximum of  
 694 four (4) pickup players. Of the four (4) pickup players, a maximum of two (2) may be from the regular season  
 695 rosters of any Member Association. Otherwise, a pickup player must be from a regular season roster of another  
 696 team from that same Member Association.  
 697

698 **20.19 Preferred Supporters:** Each association may name two (2) **preferred supporters** per the number of teams  
 699 that the association is sending to the current year's GSWS. These supporters will not be added to rosters but are  
 700 entitled to the same benefits that apply to players or non-players on a roster at the GSWS. Preferred Supporters  
 701 are NOT permitted on the field of play, including the dugout areas. The Board of Directors shall determine the  
 702 manner and form for submission of the preferred supporters, deadline for submission of all association preferred  
 703 supporters, and any sanctions for errors, omissions, and/or changes pertaining to preferred supporters.  
 704

705 **20.20 NAGAAA Cup Rosters –** Refer to section 40 for NAGAAA Cup roster rules.  
 706

## 707 SECTION 2 – RATINGS AND DIVISIONAL GUIDELINES

708  
 709 **20.21 Individual Player Ratings:** Each member association shall rate every player, who has declared that  
 710 association as the player's qualifying association, on each of its teams using the Player Rating Guidelines and  
 711 report these ratings along with regular season roster in the form and manner as determined by the Board of  
 712 Directors. Only a player's qualifying association shall rate that player for the purposes of the NAGAAA database,  
 713 and the qualifying association shall be responsible to ensure that the player exists only once in the database with a  
 714 single Player ID attributed to the player. The qualifying association bears all responsibility for the accuracy of all  
 715 data attributed and attached to the player. A qualifying association, upon discovering a duplicate player entry,  
 716 shall notify the Director of Competition to have the duplications merged into one (1) player identity. In the case of

717 a player who plays in multiple associations, the player shall be listed on a team's regular season roster in the non-  
 718 qualifying association, but the non-qualifying association shall not recreate the player with a separate Player ID nor  
 719 alter the rating assigned that player by the qualifying association or any data entered by any other association.  
 720

721 **20.22 Team Ratings:** A team rating is defined as the sum of the highest ten (10) individual player ratings  
 722 rostered on that team.  
 723

724 **20.23 Divisional Guidelines:** Teams may compete in the following divisions based on their Player and Team  
 725 Ratings.  
 726

- 727 a. A division – There is no maximum team or individual player rating for the A division. No team rated lower  
 728 than 170 is allowed to play in the A division, except any B team granted eligibility in or required to move  
 729 to A Division under the no-repeat rule of this organization shall be exempt from this minimum rating  
 730 requirement.
- 731 b. B division – All teams rated 180 or lower; no players rated over 20 are allowed on a B division team.
- 732 c. C division – All teams rated 140 or lower; no players rated over 15 are allowed on a C division team.
- 733 d. D division – All teams rated 110 or lower; no players rated over 12 are allowed on a D division team.
- 734 e. E division – All teams rated 75 or lower; no players rated over 8 are allowed on an E division team

735 **20.24 Amendments Affecting Divisional Guidelines:** Prior to adoption of any amendment to alter the divisional  
 736 guidelines, the Director of Competition shall report to the council the number of players that will be displaced by  
 737 the proposed change and the number of member associations that shall be impacted by the proposed change. No  
 738 amendment is in order until such report is received.

739 **20.25 Threshold for Amendments:** Any amendment to divisional guidelines requires a two-thirds (2/3) vote of  
 740 the Council for adoption and is effective in the calendar year following the year the amendment was adopted,  
 741 except that an amendment to divisional guidelines adopted at a winter meeting of the Council requires a ninety  
 742 percent (90%) vote to be effective at a sanctioned NAGAAA Tournament in the same calendar year as the winter  
 743 meeting.  
 744

745 **20.26 Ratings Workshop:** All new member associations and first-time voting representatives of any member  
 746 association are required to attend the ratings workshop held at their first regular meeting.  
 747

### 748 SECTION 3 – ATHLETIC PARTICIPATION AND ELIGIBILITY

749  
 750 **20.30 Professional players:** Professional softball or baseball players are ineligible to qualify for any Association  
 751 while pursuing their profession.  
 752

753 **20.31 Player age:** Players must be at least eighteen (18) years of age prior to roster submission deadline of the  
 754 NAGAAA tournament in which they are registered. Legends Division players must be at least 50 years of age at any  
 755 time in the calendar year of the NAGAAA tournament.  
 756

757 **20.32 Participation:** A player must participate in a minimum of fifty percent (50%) of their team's regular season  
 758 games; except for Legends Division, for which the minimum requirement is five (5) games. Participation is defined  
 759 as a player included on their team's game lineup card and present in or within close vicinity of their team bench or  
 760 dugout.

- 761 a. Players on a tournament roster of a NAGAAA Cup team in "A" or "B" Division may include their  
 762 participation in the NAGAAA Cup under rule 20.33(b) to meet the fifty percent (50%) participation  
 763 requirement.  
 764

765 **20.33 Requirements for Teams:** No team may be considered a regular season roster team nor be eligible  
 766 for a NAGAAA event unless the team completes at least ten (10) regular-season games against other teams  
 767 within the member association. This preceding requirement may be waived by the Board of Directors in

768 extraordinary circumstances. The games must be conducted according to the rules of USA Softball (ASA) or a  
769 similar sanctioning body.

- 770 a. An "A" or "B" Division team may meet its ten (10) game requirement by playing scheduled games  
771 against teams from other Associations, except for games played in any tournament.  
772 b. Notwithstanding any other rule, any team competing at the NAGAAA Cup in a "A" or "B" Division shall be  
773 credited four (4) games towards this ten (10) game requirement.  
774

775 **20.34 Ratings Changes Affecting Players:** Should a player's rating change during the member association's  
776 NAGAAA qualifying season and the rating change force the player to move to a new division or a different team,  
777 the games played on either team or in either division in the same member association qualify towards the  
778 participation requirement.  
779

780 **20.35 Ineligible Players for the E Division:** Any player who receives a YES answer to Question 3 of the Player  
781 Ratings Guidelines is not eligible to be rostered on a team in or compete with a team in the E Division. Any player  
782 who receives a YES answer to Question 5 of the Player Ratings Guidelines is not eligible to be rostered on a team in  
783 or compete with a team in the E Division nor the D Division.

## CHAPTER 25 – PLAYER RATING GUIDELINES

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**25.01 Jurisdiction:** This chapter shall be the jurisdiction of the Council and amended at any meeting. Any amendment to this chapter requires a two-thirds (2/3) vote of the Council for adoption and is effective in the calendar year following the year the amendment was adopted, except that an amendment adopted at a winter meeting of the Council requires a ninety percent (90%) vote to be effective at a sanctioned NAGAAA Tournament in the same calendar year as the winter meeting.

## SECTION 1 – DEFINITIONS

**25.10 Definitions:** The following definitions apply to this chapter:

- a. Accuracy – A throw that is within one to two steps of the intended target.
- b. At-bat – An at-bat is charged to a player following every plate appearance except when: 1) the player hits a sacrifice fly that scores a runner, 2) the player is awarded a base on balls, or 3) the third out occurs and the batter is not entitled to run to first base. Exception #3 shall not be considered if the batter is out due to a strike being a foul ball which ends the at-bat. In the event of any discrepancy between this definition and the official scoring rules of the USA Softball (ASA) and definition contained therein, the latest version of the USA Softball (ASA) rules shall control.
- c. Base Safely Reached on Error – A batter shall be credited with a base safely reached on error on the part of a defensive player(s) who is charged with an error by the scorekeeper.
- d. Behind the player (for fly balls) – The area on the field starting directly to the right of the player, proceeding in a 180-degree arc behind the player and ending directly to the left of the player.
- e. Cleanly fielding the ball – The player receives and controls the ball immediately while over his/her center of gravity (i.e., not on their knees, on the ground or off-balance) and does not cause any delay in making the next play (e.g., tags the runner, steps on the base, throws the ball to the appropriate place on the field).
- f. Deliver multiple pitch techniques with accuracy – The ability to use arc, spin, location and movement of the ball to deliver various pitches (e.g. curve, change up, cutter / reverse curve, knuckle ball) that are called strikes or cause the batter to swing.
- g. Directly at the Player – A ball hit at a player that does not require the player to move his/her feet, although it may cause the player to reach in any direction to make the play.
- h. Fly Ball – Any batted ball that is in the air for more than three (3) seconds but less than five (5) seconds
- i. Ground Ball – Ball hit with a downward trajectory that makes contact with the ground in front of the player when hit directly at a player or in front of the bases when hit between players.
- j. High Velocity – a ball hit greater than 250 feet (76.2m) in the air or a ground ball that would roll to a distance greater than 250 feet (76.2m), if not impeded
- k. Hit – A batted ball that allows the batter to reach base safely: 1) on a fair ball which settles on the ground, clears the fence, or strikes the fence before being touched by a fielder, 2) on a fair ball which is hit with such force or such slowness or which takes an unnatural bounce that it is impossible to field with ordinary effort in time to make an out, 3) when a fair ball which has not been touched by a fielder becomes dead because of touching the person or clothing of an umpire, or 4) when a fielder unsuccessfully attempts to retire a previous runner and in the scorer's judgement, the batter-runner would not have been retired at first base by perfect fielding. A hit shall not be scored: 1) when a runner is forced out on a batted ball or would have been forced out except for a fielding error, 2) when a player fielding a batted ball retires a preceding runner with ordinary effort, 3) when a fielder fails in an attempt to retire a preceding runner, and in the scorer's judgement, the batter-runner could have been retired at first base, or 4) when a batter reaches first base safely as a result of a preceding runner being called out for interfering with a batted or thrown ball, or with a defensive player. In the event of any discrepancy between this definition and the official scoring rules of the USA Softball (ASA) and the definition contained therein, the latest version of the USA Softball (ASA) rules shall control.

- 834 l. In the Hole – A ball hit that requires a player to take 4-5 steps (12 feet (3.7m) or greater) in order to make  
835 the play.
- 836 m. Line Drive – a ball that from the point of contact rises vertically less than 10% of the total horizontal  
837 distance it travels, or in the case of a throw, a ball that from the point of release rises vertically less than  
838 5% of the total horizontal distance it travels.
- 839 n. Low Velocity – a ball hit up to 150 feet (45.7m) or less in the air or a ground ball that would roll to a  
840 distance of less than 150 feet (45.7m), if not impeded.
- 841 o. Medium Velocity – a ball hit 150 to 250 feet (45.7 to 76.2 meters) in the air or a ground ball that would  
842 roll to a distance of 150 to 250 feet (45.7 to 76.2 meters), if not impeded.
- 843 p. Modified batting average – The percentage resulting from the sum of a player’s: 1) hits and 2) bases safely  
844 reached on error divided by the player’s at-bats.
- 845 q. Off center of gravity – The player fields the ball from his/her knees, off one foot, while moving the  
846 opposite direction from the throw or while in the air.
- 847 r. Stopping the ball – The player prevents the ball from continuing beyond the player and causes it to  
848 remain in the vicinity of the player. The player is not able, however, to make the next play without delay.
- 849 s. Vicinity – within a step in any direction laterally of the player receiving the throw
- 850 t. Within a few steps – A ball hit that requires a player to take 2 – 3 steps (9 – 10 feet or 2.7 – 3 meters) in  
851 order to make the play.

852  
853 *(NOTE: In reference to the modified batting average, a batted ball resulting in a fielder’s choice is not included in*  
854 *the definition of a hit and therefore is not included in the number of hits a player is recorded to calculate the*  
855 *modified batting average. The USA Softball Rules and NAGAAA Governing Manual do not define a fielder’s choice.*  
856 *A Fielder’s Choice is understood to be an outcome of a batted ball where a preceding runner was put-out (or*  
857 *could have been in the judgement of the scorer) rather than the batter-runner. See lines 806-813 for these results*  
858 *of a batted ball that do not constitute a hit. This note is explanatory on the definition of modified batting average*  
859 *and is not considered a governing rule. Added by Board of Directors February 17, 2019)*

860

## 861 SECTION 2 – PLAYER RATING GUIDELINES

862

863 **25.20 Rating Guidelines:** The following are the official rating guidelines of this organization:

864

865 *Directions:*

- 866 1. Read the following Statement of Purpose: *This form is intended to be used as a tool to assist those*  
867 *responsible for rating players so ratings may be fair and consistent across all levels of play and across*  
868 *all leagues in the Open Division. All questions are intended to determine if a player possesses a skill or*  
869 *skills necessary for softball.*
- 870 2. Read and understand the definitions of the various terms used in ratings in the definitions section of  
871 this chapter.
- 872 3. Answer YES or NO for each question.
- 873 4. Many questions have multiple parts. A YES to ANY one part is a YES to the question.
- 874 5. Questions: All questions will begin with the phrase: DOES THE PLAYER HAVE THE ABILITY TO...

**DIRECTIONS:** Review each of the following questions for every player.

Does the player have the ability to perform the listed skill at the specified threshold for that question? If so, the player receives a YES for the question. A YES to any part of a question is a YES to that question.

HITTING						
	Question 1	Question 2	Question 3	Question 4	Question 5	
	Hits a fair or foul ball with low velocity. <b>(60% threshold)</b>	Hits a fair or foul ball with medium velocity. <b>(60% threshold)</b>	Hits a fair or foul ball with high velocity. <b>(20% threshold)</b>	Hits a fair or foul ball with high velocity. <b>(60% threshold)</b>	Hits a fly ball 300' (91.4m) or more. <b>(5% threshold)</b>	<i>NOTE:</i> Players with a YES to Question 3 cannot participate in the E Division. Players with a YES to Question 5 cannot participate in the D or E Divisions. See Governing Manual Section 20.35.
Modified Batting Average	<i>Batting against</i>	Question 6	Question 7	Question 8	Question 9	<i>NOTE:</i> The following questions are linked: 1 – 4, 6 – 9, 10 – 14, 15 – 22, and 23 – 28. A YES to the highest question in a linked set earns the player all those questions (i.e., a player with YES on Q20, will also be given Q13 – Q20)
	E Division	≥ .700	≥ .800	≥ .900	≥ .950	
	D Division	≥ .600	≥ .700	≥ .800	≥ .900	
	C Division	≥ .500	≥ .600	≥ .700	≥ .800	
	B Division	≥ .400	≥ .500	≥ .600	≥ .700	
	A Division	≥ .300	≥ .400	≥ .500	≥ .600	
RUNNING SPEED						
(No Threshold; Ability to do it one time qualifies for a YES)						
<b>DIRECTIONS:</b> Ability to run from a stopped and standing ready position, runs from home plate to first base, one base to the next, or third base to home plate (i.e., 70 feet or 21.3 meters) in less than:						
Question 10	Question 11	Question 12	Question 13	Question 14		
5.0 Seconds	4.5 seconds	4 Seconds	3.5 Seconds	3 Seconds		

**FIELDING (Questions 15 – 22 are a 60% Threshold)**

<b>FIELDING (INFIELD)</b>	<b>Question 15</b>	<b>Question 16</b>	<b>Question 17</b>	<b>Question 18</b>	<b>Question 19</b>	<b>Question 20</b>	<b>Question 21</b>	<b>Question 22</b>
Ground Ball/Line Drive Low Velocity	Cleanly fields a ball hit with low velocity directly at the player <b>OR</b> Stops the ball hit with low velocity directly at the pitcher.	Cleanly fields a ball hit with low velocity within a few steps (9 – 10 feet or 2.7-3 meters) of the player <b>OR</b> Cleanly fields a ball hit with low velocity directly at the pitcher.	Cleanly fields a ball hit with low velocity in the hole (>12 feet (3.7 meters) or 4-5 steps) away from the player.					
Ground Ball/Line Drive Medium Velocity			Cleanly fields a ball hit with medium velocity directly at the player <b>OR</b> Stops the ball hit with medium velocity directly at the pitcher.	Cleanly fields a ball hit with medium velocity within a few steps (9-10 feet or 2.7-3 meters) of the player <b>OR</b> Cleanly fields a ball hit with medium velocity directly at the pitcher.	Cleanly fields a ball hit with medium velocity in the hole (>12 feet (3.7 meters) or 4-5 steps) away from the player.			
Ground Ball/Line Drive High Velocity			Stops the ball hit with high velocity directly at the player.	Cleanly fields a ball hit with high velocity directly at the player <b>OR</b> Stops the ball hit with high velocity directly at the pitcher.	Stops a ball hit with high velocity within a few steps (9-10 feet or 2.7-3 meters) of the player <b>OR</b> Cleanly fields a ball hit with high velocity directly at the pitcher.	Cleanly fields a ball hit with high velocity within a few steps (9-10 feet or 2.7-3 meters) of the player.	Stops a ball hit with high velocity in the hole (>12 feet (3.7 meters) or 4-5 steps) away from the player.	Cleanly fields a ball hit with high velocity in the hole (>12 feet (3.7 meters) or 4-5 steps) away from the player.
Fly Ball	Catches a fly ball hit directly at the player.	Catches a fly ball hit zero feet up to 15 feet (4.6 meters) to the sides/front of the player.	Catches a fly ball hit >15 feet up to 30 feet (>4.6 meters) up to 9.1 meters) to the sides/front of or 15 feet (4.6 meters) behind the player.	Catches a fly ball hit >30 feet up to 45 feet (>9.1 meters) up to 13.7 meters) to the sides/front of or 30 feet (9.1 meters) behind the player.	Catches a fly ball hit >45 feet up to 60 feet (>13.7 meters) up to 18.3 meters) to the sides/front of or 45 feet (13.7 meters) behind the player.	Catches a fly ball hit 60 feet up to 75 feet (>18.3 meters) up to 22.9 meters) to the sides/front of or 60 feet (18.3 meters) behind of the player.	Catches a fly ball hit >75 feet up to 90 feet (>22.9 meters) up to 27.4 meters) to the sides/front of or 75 feet (22.9 meters) behind of the player.	Catches a fly ball hit >90 feet (27.4 meters) to the sides/front of or >75 feet (22.9 meters) behind of the player.

<b>FIELDING (OUTFIELD)</b>	<b>Question 15</b>	<b>Question 16</b>	<b>Question 17</b>	<b>Question 18</b>	<b>Question 19</b>	<b>Question 20</b>	<b>Question 21</b>	<b>Question 22</b>
Ground Ball Medium Velocity	Cleanly fields a ball hit with medium velocity directly at the player.	Cleanly fields a ball hit with medium velocity zero feet up to 15 feet (4.6 meters) of the player	Cleanly fields a ball hit with medium velocity >15 feet up to 30 feet (>4.6 meters) up to 9.1 meters) of the player	Cleanly fields a ball hit with medium velocity >30 feet up to 45 feet (>9.1 meters) up to 13.7 meters) of the player	Cleanly fields a ball hit with medium velocity >45 feet up to 60 feet (>13.7 meters) up to 18.3 meters) of the player	Cleanly fields a ball hit with medium velocity 60 feet up to 75 feet (>18.3 meters) up to 22.9 meters) of the player	Cleanly fields a ball hit with medium velocity >75 feet up to 90 feet (>22.9 meters) of the player	
Ground Ball High Velocity		Cleanly fields a ball hit with high velocity directly at the player.	Cleanly fields a ball hit with high velocity zero up to 15 feet (4.6 meters) of the player	Cleanly fields a ball hit with high velocity >15 feet up to 30 feet (>4.6 meters) of the player	Cleanly fields a ball hit with high velocity >30 feet up to 45 feet (>9.1 meters) of the player	Cleanly fields a ball hit with high velocity >45 feet up to 60 feet (>13.7 meters) of the player	Cleanly fields a ball hit with high velocity >60 feet up to 75 feet (>18.3 meters) of the player	Cleanly fields a ball hit with high velocity >75 feet up to 90 feet (>22.9 meters) of the player
Fly Ball	Catches a fly ball hit directly at the player.	Catches a fly ball hit zero feet up to 15 feet (4.6 meters) to the sides/front of the player.	Catches a fly ball hit >15 feet up to 30 feet (>4.6 meters) up to 9.1 meters) to the sides/front of or 15 feet (4.6 meters) behind the player.	Catches a fly ball hit >30 feet up to 45 feet (>9.1 meters) up to 13.7 meters) to the sides/front of or 30 feet (9.1 meters) behind the player.	Catches a fly ball hit >45 feet up to 60 feet (>13.7 meters) up to 18.3 meters) to the sides/front of or 45 feet (13.7 meters) behind the player.	Catches a fly ball hit 60 feet up to 75 feet (>18.3 meters) up to 22.9 meters) to the sides/front of or 60 feet (18.3 meters) behind the player.	Catches a fly ball hit >75 feet up to 90 feet (>22.9 meters) up to 27.4 meters) to the sides/front of or 75 feet (22.9 meters) behind the player.	Catches a fly ball hit >90 feet (27.4 meters) to the sides/front of or >75 feet (22.9 meters) behind the player.

**THROWING AND PITCHING (Questions 23 – 28 are a 60% Threshold)**

<b>Question 23</b>	<b>Question 24</b>	<b>Question 25</b>	<b>Question 26</b>	<b>Question 27</b>	<b>Question 28</b>
Throw 50 feet (15.2 meters) with line drive (regardless of accuracy)	Throw 50 feet (15.2 meters) with line drive <i>and</i> accuracy	Throw 70 feet (21.3 meters) with line drive <i>and</i> accuracy	Throw 100 feet (30.5 meters) with line drive <i>and</i> accuracy	Throw 150 feet (45.7 meters) with line drive <i>and</i> accuracy	Throw >200 feet (61 meters) with line drive <i>and</i> accuracy
	Pitch a strike and/or cause the batter to swing	Vary the height, depth and location of the pitch while pitching a strike and/or causing the batter to swing	Deliver multiple pitch techniques while pitching a strike and/or causing the batter to swing		
Throw 70 feet (21.3 meters) (regardless of arc or accuracy)	Throw 70 feet (21.3 meters) with line drive (regardless of accuracy)	Throw 100 feet (30.5 meters) with line drive (regardless of accuracy)	Throw 150 feet (45.7 meters) with line drive (regardless of accuracy)	Throw >200 feet (61 meters) with line drive (regardless of accuracy)	Throw 150 feet (45.7 meters) with line drive and accuracy while off center of gravity (e.g., from knees, from one foot)
	Throw 100 feet (30.5 meters) (regardless of arc or accuracy)	Throw 150 feet (45.7 meters) (regardless of arc or accuracy)	Throw >200 feet (61 meters) (regardless of arc or accuracy)	Throw 100 feet (30.5 meters) with line drive and accuracy while off center of gravity (e.g., from knees, from one foot)	

**CHAPTER 30 – GAY SOFTBALL WORLD SERIES**

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**30.01 Jurisdiction:** This chapter shall be the jurisdiction of the Council and amended by majority at any council meeting, except that any amendment adopted at summer meeting of the Council must achieve a ninety percent (90%) vote to be effective at the Gay Softball World Series immediately following that meeting.

**30.02 Authority:** The actual contest between teams during the GSWS is solely under the jurisdiction of the Athletic Director. The Board of Directors may, upon request of the Athletic Director, alter and change the format and rules of the tournament as needed to accomplish play and ensure completion of the tournament in times of, including, but not limited to, nature-related incidents, acts of terror or civil emergency, and other emergency situations. Complete cancellation of the tournament may only be authorized by the Board of Directors. The Board of Directors shall outline the roles and responsibilities for all personnel of the tournament.

**30.03 Expenses:** The organization will assume all real and necessary expenses directly related to the conduct of the tournament and any other expenses assumed by the organization in the host city contract.

**30.04 Umpire Selection:** The Umpire-in-Chief (UIC) shall select umpires in a manner consistent with the rules, regulations and acts of the Open Division. Umpires may be nominated through the member association in whose geographic area they are accredited. Recommendations may come from their league commissioner, the league UIC, previous GSWS UIC or previous/current Athletic Director. The Board of Directors shall create policies for umpire selection that welcome umpires from all diverse representations of this organization and ensure competent administration and officiation of the game.

**30.05 Team Manager Responsibilities:** Team Managers will be held responsible for the conduct of their Team members at all times during the GSWS both on and around the playing field. In case of a disputed play or decision, only the Team Manager may consult game officials; other players, coaches or sponsors may not participate in the discussion. Team Managers are to report any unsportsmanlike or derogatory acts by players or spectators to the AD. Team Managers or their designated representatives must attend the pre-GSWS Managers' meeting on behalf of his/her team. If the manager named on the team's GSWS roster will not be managing the team in the GSWS, a proxy manager must be named at the Manager's Meeting. Team managers must verify the accuracy and eligibility of the GSWS roster.

**30.06 Life Saving Equipment:** All field complexes must have Automated External Defibrillators (AED's) and staff available who are certified in the use of such equipment.

**SECTION 1 – HOST CITY SELECTION**

**30.10 Host City Partnership Agreement:** The GSWS Host City Partnership Agreement is a standalone document, under the jurisdiction of the Board of Directors, which shall be signed by any potential Host City prior to and filed with the Intent to Bid. Amendments to the Host City Partnership Agreement can be authored and adopted with the consent of both parties.

**30.11 Host City Bid Process:** A potential Host City shall complete and submit an Intent to Bid form by the stated deadline and remit a non-refundable deposit, in an amount to be determined by the Board of Directors, to the NAGAAA Treasurer prior to the start of the winter meeting. The Intent to Bid shall be accompanied by a signed copy of the host city contract and a written list of all promises and guarantees that shall be made by the potential Host City in the course of their bid presentation. Bids may be for one year or multiple years.

**30.12 Bid Presentations:** All member associations, having properly submitted the Intent to Bid, deposit, and accompanying document(s) shall be allowed to present their bids to the Council at the Summer Meeting two (2) years prior to the intended GSWS. The Board of Directors will set time during the Summer Meeting for a Q and A session with the bidding associations.

- a. If the state or province where the GSWS is being conducted requires insurance above and beyond what



873 the Council has previously authorized this situation should be presented in the initial bid by the member  
874 association(s) seeking to host the GSWS.

875 b. Should the Host City choose to bid for multiple GSWS years at once, the Council must be made aware by  
876 the Board of Directors of a multi-year bid as part of the bid approval process.

877

878 **30.13 Bid Restrictions:** No association will hold a GSWS in another member association's metropolitan area  
879 without permission of that member association.

880

881 **30.14 No-Bid Authorizations:** In the event no association submits an Intent to Bid form for the GSWS, the  
882 NAGAAA Board of Directors will select the Host City for the event. In such cases, NAGAAA assumes all  
883 responsibilities and costs for hosting said GSWS and the Board of Directors is exempt from the restrictions listed in  
884 this chapter.

885

886 **30.15 Host City (Bid) Selection:** The GSWS Host Cities shall be selected by majority vote of the Council before  
887 the conclusion of the Summer Meetings but after the Q&A presentation.

888

## 889 SECTION 2 – TOURNAMENT FORMAT

890

891 **30.20 Divisions:** The GSWS shall be conducted with teams divided by the divisional guidelines of this  
892 organization in the following divisions: "A", "B", "C", "D", "E", "Legends-C", and "Legends-D" Divisions.

893 a. If there are less than four (4) teams registered in the Legends-D Division, the division shall be consolidated  
894 into the Legends-C Division. Teams originally registered for the Legends-D Division may, upon notice of  
895 the consolidation, elect to withdraw from the tournament and receive a full refund of the team and other  
896 required fees and deposits without penalty.

897

898 **30.21 Pool Play:** For all divisions, the pool play draw is based on team ratings, except for A and B Division pool  
899 play assignments, the top three (3) seeds will be assigned to the top teams from NAGAAA Cup in their respective  
900 division, if applicable. For Legends-C and Legends-D Divisions, pool play shall begin no earlier than Wednesday of  
901 the week of the GSWS except that when more than 20 teams are registered in either Legends Division then pool  
902 play shall begin no earlier than Tuesday of the same week. Pool play shall consist of four (4) games per team,  
903 where possible, with a minimum of two (2) pool play games. The Athletic Director shall assign each team an equal  
904 number of games per team as the home team and the visiting team and in the case of any odd number of games  
905 per team, the Athletic Director shall randomly assign the team as home or the visiting team.

906 a. Forfeiting any pool play game will result in an automatic disqualification of the team from that year's  
907 double elimination tournament. Appeals of an automatic disqualification may be presented to the Athletic  
908 Director before the beginning of the double elimination games if accompanied by a non-refundable \$50  
909 fee. If an appeal is upheld, the team will be reinstated in the GSWS with the pool play record as recorded.  
910 If an appeal is denied, the team is disqualified.

911

912 **30.22 Double Elimination:** The Athletic Director will hold and publish the results of a double elimination bracket  
913 draw. Seeding into Double Elimination will be determined by the results of pool play using the following method:

- 914 a. For teams with the highest **win percentage** will receive the higher seed
- 915 b. For teams with the same win percentage, the team with the **fewest losses** will receive the higher seed
- 916 c. For teams with the same win percentage and number of losses, the team with the **most wins** will receive  
917 the higher seed
- 918 d. For teams with the same win percentage, number of losses, and number of wins, the team with the **most**  
919 **ties** will receive the higher seed.
- 920 e. For teams with the same win percentage, number of losses, number of wins, and number of ties, the  
921 team with the **fewest runs allowed** will receive the higher seed
- 922 f. For teams with the same win percentage, number of losses, number of wins, number of ties, and number  
923 of runs allowed, the team with the **higher rating** will receive the higher seed

- 924 g. For teams with the same win percentage, number of losses, number of wins, number of ties, number of  
925 runs allowed, and team rating, a **random draw** will determine the team that will receive the higher seed.

926 **30.23 Trophies:** Trophies will be given in all divisions and awarded after the conclusion of the Double  
927 Elimination Tournament. Team Trophies will be given for the 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup>, and 4<sup>th</sup> place winners for each division.  
928 Individual awards will be given to the rostered members of the trophy-winning teams in each division.  
929

### 930 SECTION 3 – REGISTRATION

931  
932 **30.30 Player Registration and Check In:** Each member of each GSWS team shall be required to register by the  
933 Friday before the GSWS, and complete Participant Check In prior to playing in the GSWS. During registration,  
934 players must verify their rating, pick up player status, select an identification of “LGBT” or “Non-LGBT”, review the  
935 required waiver information, declare any and all associations in which the player played during the qualifying  
936 season(s) for that year’s GSWS, and verify the accuracy of all information and provide their signature, or electronic  
937 equivalent, to complete the registration. Upon Participant Check In, each member of each GSWS team shall be  
938 required to Check In by presenting a government-issued form of photo identification (such as a Driver’s License,  
939 identification care, or passport) and confirmation of registration for the purposes of establishing identity.  
940

941 **30.31 Registration and Check In Terms and Exceptions:** Player registration will be closed at midnight on the  
942 Friday prior to the start of the GSWS. Player Check In will be closed prior to the start of the first double elimination  
943 game in that player’s division. The Director of Competition shall have the authority to allow late Check In to a  
944 player with a travel delay demonstrated to be beyond their control.  
945

946 **30.32 Director of Competition Review:** The Director of Competition shall review GSWS rosters and the ratings  
947 database for any rostering and rating of players on more than one (1) GSWS roster and/or ratings in more than one  
948 (1) association and report the violation to the Commissioner(s) of the association(s) in which the player is rostered  
949 and rated, the Commissioner of NAGAAA, the committee charged with membership related matters, and the  
950 Ethics Committee.  
951

### 952 SECTION 4 – TEAM ENTRIES

#### 953 **30.40 Entry Fees:**

954  
955 a. **Team Entry Fees:** Member Associations shall reserve GSWS tournament berths by paying an entry fee as  
956 determined by the Board of Directors and by the deadline established by the board, unless exempted  
957 from the fee. Late payments of the Team Entry Fee are subject to fine. Cancellations of team entry shall  
958 result in refund of the team fee if cancelled before the deadline set by the Board of Directors.  
959 Cancellations after the deadline are not refundable.  
960

961 b. **Participant Entry Fees:** Each member of each GSWS Team shall pay an entry fee as determined by the  
962 Board of Directors and by the deadline established by the board, unless exempted from the fee.  
963

964 **30.41 Host Hotel Deposits:** Each Association, except for the Host City, shall also provide a hotel deposit for each  
965 of its GSWS teams as determined by the Board of Directors and by the deadline established by the board. The hotel  
966 deposit for each team, or on a cumulative basis for an Association, shall be fully refunded to the Association only  
967 when the Association provides receipts totaling the number of nights per team in rooms booked within the official  
968 block of qualifying rooms as determined by the Board of Directors and the receipts are provided to the Treasurer by  
969 the deadline established by the Board of Directors.  
970

971 **30.42 World Series Berth Allocation:** Teams may participate in the GSWS by earning a berth through one of the  
972 following:

- 973 a. **Association Berth Allotment:** Member associations are allotted a certain number of GSWS berths. In turn,  
974 each member association shall be responsible for its own determination on utilizing its allotted GSWS  
975 berths.

- b. The top four (4) GSWS teams in the B, C, D, and E Divisions receive an automatic berth to the following year's GSWS. These berths do not count against the Member Association's berth allotment. To utilize the automatic berth, the GSWS team must: play in the next highest Division the following year or include at least 4 players from the previous year's GSWS roster. Any B team awarded an automatic berth by this provision shall be exempt from the minimum team rating requirement for the A Division.
- c. The top four (4) NAGAAA Cup teams in the B and A Divisions receive an automatic berth to the same year's GSWS. These berths do not count against the Member Association's berth allotment. To utilize the automatic berth: the NAGAAA and the GSWS Rosters for the team must adhere to the guidelines for a Standard Roster, the players from both rosters must meet all eligibility requirements for the GSWS and the GSWS roster must not include more than 4 pickup players from the same Member Association. Any berth awarded in this sub-section shall be forfeited if any player on the Roster for the awarded NAGAAA Cup team is listed on a Standard Roster in a different Member Association for purposes of qualifying for the GSWS. The first-place team in each Division will also have their GSWS fee waived.
- d. International Pass Trial Run Berth Allotment (one time trial): Allocate one GSWS berth each to four selected International Associations (UK, Australia, Puerto Rico, and Mexico) for participation in GSWS 2024. This allocation is a one-time event, ensuring each association has a singular opportunity to participate. In the event that one of these International Associations can NOT participate in the 2024 GSWS, that berth may be re-allocated to another Board approved International Association.

**30.43 Association Berth Allotment:** Each member association is allotted a certain number of GSWS berths as listed in the table below. In calculating berth allotments, all regular season teams of a member association shall be considered in determining the number of berth allotted.

ASSOCIATION BERTH ALLOTMENTS							
Team entries may not exceed maximum limits for each division nor the total maximum berths.							
TEAMS IN MEMBER ASSOCIATION	A DIVISION	B DIVISION	C DIVISION	D DIVISION	E DIVISION	LEGENDS C DIVISION	LEGENDS D DIVISION
1-9 Teams	UNLIMITED	UNLIMITED	2 teams total distributed any way between C/D/E Division			2	2
10-18 Teams			3 teams total distributed any way between C/D/E with a max of 2 per Division				
19-28 Teams			5 teams total distributed any way between C/D/E with a max of 2 per Division				
29+ Teams			7 teams total distributed any way between C/D/E with a max of 3 per Division				
<i>The GSWS Host City may add one (1) team in each division for only the 2023 GSWS. For the 2024 GSWS and on, the host city may only add one (1) team in the division of their choice.</i>							

**30.44 No-Repeat Rule:** No team awarded first, second, third, or fourth place in the B, C, D, or E Division of the GSWS shall be eligible to compete in the same or lower division at the following two (2) year's GSWS. For the Legends D Division, the first and second place team shall not be eligible to compete in the same or lower division at the following two (2) year's GSWS. For the purpose of this rule, an ineligible returning team shall be defined as consisting of four (4) or more players from a GSWS roster of a team awarded first, second, third, or fourth place in the previous two (2) GSWS in the B, C, D, or E and the first or second place in Legends D Division.

1010  
 1011 **40.01 Jurisdiction:** This chapter shall be the jurisdiction of the Council and amended by majority at any council  
 1012 meeting.  
 1013

1014 **40.02 Purpose:** The NAGAAA Cup is an invitational tournament that is designed to increase GSWS participation  
 1015 by the A, B, Legends C and Legends D Divisions.  
 1016

## 1017 **SECTION 1 – ADMINISTRATION AND TEAMS**

1018  
 1019 **40.10 Administration:** The Board of Directors will determine the location and date of the NAGAAA Cup. All  
 1020 teams will pay a fee for participating in the NAGAAA Cup, as determined by the Board of Directors. The Board of  
 1021 Directors may, upon request of the Athletic Director, alter and change the format and rules of the tournament as  
 1022 needed to accomplish play and ensure completion of the tournament in times of, including, but not limited to,  
 1023 nature-related incidents, acts of terror or civil emergency, and other emergency situations. Complete cancellation  
 1024 of the tournament may only be authorized by the Board of Directors. The Board of Directors shall outline the role  
 1025 and responsibility for all personnel of the tournament.  
 1026

1027 **40.11 Teams:** Invitations will be given to all A Division teams, and the top B, Legends C and Legends D Division  
 1028 teams from the previous year's GSWS. Teams that have been invited must have 4 members of their GSWS roster to  
 1029 be considered eligible for play in the NAGAAA Cup. Teams must accept the invitation by the deadline set by the  
 1030 Director of Competition. After the deadline for acceptance has passed, the NAGAAA Director of Competition will  
 1031 then issue invitations to any new A Division Team that has formed that year and then the remaining B teams from  
 1032 the previous GSWS in order of their finish, and any other Legends C and Legends D Division teams. All teams must  
 1033 submit their NAGAAA Cup roster by the deadline established by the Board of Directors.  
 1034

1035 **40.12 NAGAAA Cup Roster:** A and B Division teams entered in the NAGAAA Cup should register with the same  
 1036 roster that they intend to submit as a regular season roster and may add only up to four (4) pick-up players to its  
 1037 roster that will not be a part of the team's regular season roster. A roster for the NAGAAA Cup must have at least  
 1038 ten (10) players rostered and a maximum of three (3) non-LGBT players. No player may be listed on more than one  
 1039 (1) NAGAAA Cup Roster. The roster may not be comprised of more than twenty (20) players, except those  
 1040 managers and/or coaches who are not eligible to play or who do not play as a player do not count towards this  
 1041 requirement and each NAGAAA Cup roster may name two (2) non- playing members in addition to the maximum  
 1042 of 20 players. The Board of Directors shall determine the manner and form for submission of the rosters, deadline  
 1043 for submission of the roster, and any sanctions for errors, omissions, and/or changes. Legends Division teams will  
 1044 adhere to the Legends Division Roster rules as outlined in section 20.17.  
 1045

1046 **40.13 Winners and GSWS Berths:** Regardless of their overall NAGAAA Cup standing, the 3-highest placing A and  
 1047 B Division teams will receive an automatic berth into that year's GSWS. GSWS team fees for the highest-placed A  
 1048 and B Division teams will be waived. All other fees/deposits will still apply. Automatic berths shall not count  
 1049 toward the respective association's GSWS berth allotment. A team earning a berth awarded in this sub-section  
 1050 may only add up to four (4) players on its roster at the GSWS to utilize the berth as awarded or the berth shall be  
 1051 forfeited. Any berth awarded in this sub-section shall be forfeited if any player from the NAGAAA Cup roster of the  
 1052 team awarded the berth is listed on a regular season roster in a different member association, but only if that  
 1053 member association is the player's qualifying association. No automatic berths to the GSWS will be given to  
 1054 Legends Division teams. A NAGAAA Cup trophy for overall first, second and third place will be awarded to all  
 1055 divisions competing in NAGAAA Cup. If the 3 highest placing teams are eliminated in the same round of the bracket  
 1056 (given it is a mixed division tournament), the tie breaker will be as follows:  
 1057

- 1058 a. Overall double elimination record,
- 1059 b. Ratings from highest to lowest,
- 1060 c. Random draw.

## 1061 **SECTION 2 – RULES AND TOURNAMENT FORMAT**

- 1063  
1064 **40.20 Rules:** All USA Softball (ASA) and NAGAAA rules as listed in this manual apply to the NAGAAA Cup unless  
1065 explicitly stated in this section.  
1066
- 1067 **40.21 Explicit NAGAAA Cup Rules:** These rules are those that preempt USA Softball (ASA) and NAGAAA rules in  
1068 the NAGAAA Cup.
- 1069 a. Each team is guaranteed five (5) games.
  - 1070 b. Pool play will have a mixture of A and B Division teams.
  - 1071 c. Home team will be decided by a double flip for pool play games. For all games in double elimination, the  
1072 home team shall be the higher seeded team between the two (2) opposing teams, except that no team  
1073 that is undefeated in double-elimination may be the away team when facing an opponent, with a  
1074 recorded loss in double elimination, who is seeded higher.
  - 1075 d. Uniforms need not be like colored. However, an Arabic whole number (0-99) of contrasting color at least 6  
1076 inches high must be worn and visible. Identical numbers are not permitted.
  - 1077 e. All field complexes must have Automated External Defibrillators (AED's) and staff available who are  
1078 certified in the use of such equipment.  
1079
- 1080 **40.22 Seeding Process:** For pool play games, seeds shall be determined by the ratings of the teams. In  
1081 double elimination games, all seeds will be determined by the win-loss-tie record of the teams. The Double  
1082 Elimination bracket shall be a combined bracket for the A and B Divisions.  
1083  
1084

## CHAPTER 50 – PROTEST PROCEDURE

- 1085  
1086
- 1087 **50.01 Jurisdiction:** This chapter shall be the jurisdiction of the Council and amended by majority at any council  
1088 meeting except that any amendment adopted at summer meeting of the Council must achieve a ninety percent  
1089 (90%) vote to be effective at the Gay Softball World Series immediately following that meeting and the amount of  
1090 any fines or fees shall be the jurisdiction of the Board of Directors and amended at any board meeting by majority.  
1091
- 1092 **50.02 Authority:** A Protest Committee will rule on all eligible protests of player eligibility and ratings. Any  
1093 protest on the application of the rules of play are made to the UIC and are not in the authority of any Protest  
1094 Committee to act on. Any Protest Committee shall consist of members appointed by the Commissioner. The  
1095 Commissioner shall not, in any circumstance, be a party to the protest or act as a member of a Protest Committee.  
1096
- 1097 **50.03 Protest Committee Schedule:** Member Associations may be appointed as Protest Committee members by  
1098 the Commissioner and be assigned times and required to fulfill their duties as part of a protest committee or face  
1099 penalties provided for by this organization. The Director of Competition will create a Protest Committee schedule  
1100 assigning times and locations in proportion to the number of teams that an Association sends to that year's GSWS.  
1101 This schedule will be distributed prior to the close of the Summer Meeting for that year's GSWS. Protest  
1102 Committee members must be present and available to hear protests at the assigned time and place. Protest  
1103 committee members may change assigned times/places provided they initiate the change with another  
1104 Association and notify the Protest Chair.  
1105
- 1106 **50.04 Protest Chairs and Assistant Protest Chairs:** The Commissioner shall appoint one (1) Protest Chair and a  
1107 number of Assistant Protest Chair(s) as determined by the Board of Directors. These positions shall act as chairs of  
1108 any Protest Committee and operate as an independent judge of the matter before the committee, including, but  
1109 not limited to, guiding the process, assisting the committee with inquiry and exploration, and informing the parties  
1110 of the process and matters before the committee. In no way, shall a chair opine on the merits of the protest, take  
1111 part as an advocate for or against any party, nor cast a vote on the matter before the committee. The designated  
1112 Protest Chair will explain and distribute the procedure for protesting a player or team to the GSWS team  
1113 representatives at the Managers' meeting held prior to the start of the GSWS, including explanations of reasons for  
1114 denial of a protest.

1115  
 1116 **50.05 Protest Committee Composition:** The Commissioner shall appoint at least five (5) persons for each field  
 1117 complex or designated location for protests for the tournament. The Commissioner may appoint additional  
 1118 persons so that multiple protests may be heard concurrently if necessary. These persons shall be protest  
 1119 committee members. For the purposes of hearing a protest, three (3) protest member shall constitute the  
 1120 committee.

1121 a. No member of the protest committee shall be on the roster of a team in the division of which the protest  
 1122 is involved, a member of a regular season roster for any of the member associations involved in that  
 1123 protest, nor a party that filed said protest or is evidence to the protest, and no member association may  
 1124 have more than one (1) person represented on the protest committee.  
 1125

1126 **50.06 Protest Committee Deliberations:** Protest Committee business shall only be discussed with other Protest  
 1127 Committee members, the chair of the Protest Committee, the Athletic Director or their assistant(s), and/or the  
 1128 NAGAAA Board of Directors. In the course of an appeal or on business matters before the Council, member  
 1129 associations may be involved in post facto discussions about a protest that filed, heard, and adjudicated. Only  
 1130 members of the committee, the chair, NAGAAA Board of Directors, parties involved in the protest, the Athletic  
 1131 Director or their assistant(s), and witness and/or advocates as allowed by the committee shall be permitted into  
 1132 the hearing of evidence and testimony before the Committee.  
 1133

#### 1134 **SECTION 1 – FILING A PROTEST**

1135  
 1136 **50.10 Who Can File a Protest:** Protests may only be filed by the opposing team’s manager of record or their  
 1137 proxy, named to the Director of Competition prior to the tournament, or any Open Division Director, or a member  
 1138 association’s Commissioner or their proxy, submitted to the Director of Competition prior to the start of the  
 1139 tournament. To be eligible to file a protest, a member association must be a member in good standing.  
 1140

1141 **50.11 Protests Not Eligible:** No player can have their ratings protested, if the result of the protest would cause  
 1142 their current GSWS rating to be lowered.

1143 a. Beginning in 2019 and thereafter, no protests may be filed based upon a player’s sex, sexuality, gender, or  
 1144 gender identity.  
 1145

1146 **50.12 Filing a Protest:** A protest must be filed prior to the completion of the game in question. The game umpire  
 1147 will suspend the game and notify a NAGAAA official, of all protests or ejections. When filing a protest, the  
 1148 protesting party must complete the Protest Form in its entirety and a protest fee must be submitted at the time of  
 1149 the filing. The Protest Form will include a list of required fees for reference. The form will only include spaces for  
 1150 the following required information: date, game time, name of the team protesting (OR name and title of the  
 1151 person protesting if it is not a team filing the protest), name of the team being protested, division of play, name of  
 1152 the player being protested (if any), ratings questions being protested (if any), nature of the protest (required ONLY  
 1153 for protests other than ratings protests), and the name and signature of the person submitting the protest.  
 1154

1155 **50.13 Initial Review of the Protest:** Upon initial review of the protest filing, should the protest be denied due to  
 1156 an improper filing, the NAGAAA official denying the protest will provide a denial reason but may not directly assist  
 1157 completing the form. Upon initial review of the protest filing, should the protest be accepted, the NAGAAA official  
 1158 making that determination will notify the teams’ managers and the game will continue to conclusion.

1159 a. Any NAGAAA Official denying a protest under this review must clearly state the complete reason for  
 1160 denial of the protest, including any errors and/or omissions on the part of the protesting party. Failure to  
 1161 clearly state such reasons for denial shall be reported by the protesting party to the Commissioner.  
 1162

1163 **50.14 Fees for Filing a Protest:** The costs, due at the time of filing, for filing a protest are as follows:

1164 a. For protests not based on player ratings there shall be a fifty-dollar (\$50) fee to protest a player for non-  
 1165 rating issues.

1166 b. During pool play, the ratings protest filing fee is \$50.00 and \$10.00 per challenged question.

1167 c. During double elimination, the ratings protest filing fee is \$100.00 and \$20.00 per challenged question.

1168  
 1169 **50.15 Refundable Filing Fees:** If a protest is upheld, any protest filing fee and challenged question fee(s) are  
 1170 returned. If a protest is denied, all fees are nonrefundable. If only a portion of the protest is upheld, monies shall  
 1171 be returned based on the sliding scale for the protest filing fee and challenged question fee as shown below:

1172

Partially Upheld Protests in Pool Play							
		#of questions challenged					
		1	2	3	4	5	6
Filing Fee		\$20	\$40	\$60	\$80	\$100	\$120
# of questions upheld	1	\$20	\$20	\$20	\$20	\$20	\$20
	2		\$40	\$40	\$40	\$40	\$40
	3			\$60	\$60	\$60	\$60
	4				\$80	\$80	\$80
	5					\$100	\$100
	6						\$120

Partially Upheld Protests in Double Elimination							
		#of questions challenged					
		1	2	3	4	5	6
Filing Fee		\$40	\$80	\$120	\$160	\$200	\$240
# of questions upheld	1	\$40	\$40	\$40	\$40	\$40	\$40
	2		\$80	\$80	\$80	\$80	\$80
	3			\$120	\$120	\$120	\$120
	4				\$160	\$160	\$160
	5					\$200	\$200
	6						\$240

1173  
 1174 **SECTION 2 – CONVENING AND CONDUCTING A PROTEST**

1175  
 1176 **50.20 Convening a Protest Committee:** When a protest is filed, the respective Protest Chair or Assistant Protest  
 1177 Chair will convene a Protest Committee to hear and rule on the protest. A chair with a conflict of interest will  
 1178 recuse themselves, and an alternate will be assigned. The Protest Chair or Assistant Protest Chair shall randomly  
 1179 select three (3) of the appointed protest members to constitute the committee and hear the protest.

- a. No member of the protest committee shall be on the roster of a team in the division of which the protest is involved, a member of a regular season roster for any of the member associations involved in that protest, nor a party that filed said protest or is evidence to the protest, and no member association may have more than one (1) person represented on the protest committee.

1184  
 1185 **50.21 Protest Hearing Process:** The Protest Committee will hear the arguments of both teams and/or parties  
 1186 involved in the protest in order to rule on a protest. During pool play, the Protest Committee will rule on protests  
 1187 as quickly as possible but, in any event, prior to the determination of seeding for double elimination play. During  
 1188 double elimination play, the Protest Committee will rule on the protest prior to the start of the next game in which  
 1189 either team is to be involved. A protest that involves player eligibility and not player ratings, must include at least  
 1190 one (1) member of the NAGAAA Board of Directors, which shall not be the Commissioner.

1191 **50.22 Protest Committee Evidence and Record:** Protest Committee hearings are to be audio recorded. The  
 1192 recordings from the protest hearing(s) will be kept for one (1) year from the date of the hearing by the Director of  
 1193 Competition and then destroyed. All player ratings from the prior year and the current year will be available for all  
 1194 Protest Committee hearings.

1195  
 1196 **50.23 Protest Hearing Process:** A protest hearing shall be conducted in the following process:  
 1197 a. The Protest Committee chairperson will begin the proceedings by explaining the protest hearing  
 1198 procedures to each team’s Manager.

- 1199 b. The protesting party will begin the hearing by explaining the basis for the protest and presenting any  
 1200 evidence of any kind, including, but not limited to scorebooks, to support the protest.  
 1201 c. The Protest Committee has the authority to then call for a vote to move the protest forward.  
 1202 d. After the protesting party has presented its case, the protested party will be afforded the opportunity to  
 1203 present evidence of any kind, including, but not limited to scorebooks, to rebut the protesting party's  
 1204 argument.  
 1205 e. After the parties have presented their cases the Protest Committee will have the authority to interview  
 1206 players involved in the GSWS, Association officials and Members, and Open Division and GSWS officials  
 1207 and umpires.  
 1208 f. Both principal parties must be notified of and afforded an opportunity to be present.  
 1209 g. The Protest Chair shall remove all parties from the room except for the Protest Committee after the  
 1210 parties have presented their case to allow careful deliberation.  
 1211 h. When the principal parties and the Protest Committee have completed their interviews and deliberations,  
 1212 the Protest Committee shall vote by secret ballot to determine whether to uphold or deny the protest, by  
 1213 majority vote. The principal parties shall have the opportunity to observe the voting process.  
 1214 i. The votes will be tallied, and the parties will be informed of the Protest Committee's decision.  
 1215 j. The decision of the Protest Committee is final for the duration of that tournament. Both the Protesting  
 1216 Party and the Protested Party are asked to certify, by signature, that the protest hearing was completed in  
 1217 accordance and compliance with the process outlined in the policies of this organization. Should either  
 1218 party refuse to sign, the review of the process is referred to the Commissioner.  
 1219

### 1220 SECTION 3 – PENALTIES FROM A PROTEST

1221  
 1222 **50.30 Actions Arising from the Protest Committee:** If the Protest Committee changes a player's rating question,  
 1223 it will be submitted to the Director of Competition and will remain marked as "Yes" or "Y" through the following  
 1224 two (2) GSWS. Any action taken by the Protest Committee will be reviewed by the Council through the Ethics  
 1225 Committee at the Winter Meeting of the next calendar year to determine if further sanctions are appropriate. The  
 1226 Protest Committee may make recommendations for any additional penalties.  
 1227

1228 **50.31 Penalties for Non-Ratings Based Protests:** A person protested on matters other than player rating and  
 1229 found in violation shall be assessed the following penalties:  
 1230 a. The player's team forfeits the protested game and any subsequent games in which the protested player  
 1231 has played prior to the resolution of the protest.  
 1232 b. The player and their team manager will be disqualified from the remainder of the current GSWS.  
 1233 c. A fine of \$500 assessed to the player's qualifying association.  
 1234  
 1235



1236 **50.32 Fines for Ratings Based Protests:** A player protested on player ratings and found in violation shall have  
 1237 their qualifying association assessed the fines listed in the table:  
 1238

# of Questions Successfully Challenged	Fines Assessed for Each Successfully Challenged	Total Fine for All Questions Successfully Challenged
1	\$100.00	\$100.00
2	\$200.00	\$300.00
3	\$300.00	\$600.00
4	\$400.00	\$1,000.00
5	\$500.00	\$1,500.00
6+	\$600.00 and additional \$100/question (7+) successfully challenged	The sum of fine amount immediately to the right and each fine listed in that column.

1239  
 1240 **50.33 Penalties for Ratings Violations Causing a Team to Move Up a Division:** If a protest results in a player  
 1241 rating change that causes a team to move up a division, the protested team forfeits the protested game and the  
 1242 opponent is named the winner of the game. Additionally, the protested team is eliminated from the current  
 1243 tournament and the protested team's member association is fined \$500, in addition to the fines listed above in this  
 1244 section.  
 1245

1246 **50.34 Penalties for Ratings Violations Not Causing a Team to Move Up a Division:** If a protested player's rating  
 1247 is increased by one (1) point and does not move the player over the ratings cap for that division, the player can  
 1248 continue to play in the current tournament. The new rating for the protested player will apply for the team's  
 1249 overall rating. The result of the game stands and the team whose player was protested can continue in the  
 1250 tournament, provided that it is not their second loss in double elimination.  
 1251

1252 **50.35 Penalties for Specific Rating Violations:** The following provisions apply in the scenarios as outlined:  
 1253 a. If a protested player's rating is increased by two (2) or more points, the player will be deemed ineligible  
 1254 for the remainder of the current tournament, regardless of maintaining eligibility. In addition, the new  
 1255 rating will be accounted for in the team's overall rating. Notwithstanding the penalty, the result of the  
 1256 game stands and the team whose player was protested can continue in the tournament, provided that it  
 1257 is not their second loss in double elimination.  
 1258 b. If a protested player's rating exceeds the limit for that division; the player is ineligible going forward and  
 1259 can no longer play in the current GSWS. In addition, the new rating will be accounted for in the team's  
 1260 overall rating. The protested team will be declared the loser of the game. The protested team can  
 1261 continue to play in the tournament only if the new team rating falls in the divisional guidelines of the  
 1262 division entered and provided that loss recorded on the part of the protest was not the team's second  
 1263 loss in double elimination.  
 1264

1265 **50.36 Penalties for Numerous Rating Violations:** If a team has three (3) or more protest ratings questions  
 1266 upheld, either in one (1) game or multiple games, the protested team will forfeit the last protested game and the  
 1267 opponent is declared the winner. Additionally, the protested team is eliminated from the current tournament and  
 1268 the protested team's member association is automatically fined \$500.00 in addition to the fines imposed in this  
 1269 chapter.  
 1270

1271 **50.37 Dual protests:** Whenever two (2) teams shall protest each other in the same game and both teams have  
 1272 not yet had a loss in double elimination and both teams have at least one (1) protest question upheld the following  
 1273 shall apply:

1274 a. If the penalty for both Team A and Team B result in both teams being declared the loser, yet allowed to  
 1275 remain in the tournament, then the loser of the game, as determined by the real score of the game, will  
 1276 move to the loser's bracket. The winner of the game will advance to next level of the winner's bracket and  
 1277 a forfeit will be declared, thus sending the team to the loser's bracket.

- 1278 b. If the penalty for both Team A and Team B results in both teams being declared the loser, and one (1)  
 1279 team is ejected based on the result of the protest and the other team is allowed to continue based on the  
 1280 result of the protest, the team that is allowed to continue will move to the loser's bracket.  
 1281

1282 **50.38 Rating Workshop Requirements:** Mandatory attendance of member associations is required at the Rating  
 1283 Workshop held concurrently to the Winter Meetings if any of the below are true. A fine of \$100 will be assessed to  
 1284 member associations required to attend the workshop and who fail to attend.

- 1285 a. A team of a member association lodges more than two (2) unsuccessful ratings questions during one (1)  
 1286 single tournament.  
 1287 b. A member association has more than two (2) protest questions upheld during one single tournament.  
 1288

## 1289 CHAPTER 60 – ETHICS PROCEDURE

1290  
 1291 **60.01 Jurisdiction:** This chapter shall be the jurisdiction of the Ethics Committee and amended by majority at  
 1292 any Ethics Committee meeting, except that the amount of any fines or fees shall be the jurisdiction of the Board of  
 1293 Directors and amended at any board meeting by majority.  
 1294

1295 **60.02 Authority and Applicability:** The purpose/scope of this procedure is limited to providing a means to  
 1296 assess whether the behaviors, attitudes, and actions of our members align with our organizational values. The  
 1297 power of this organization to discipline its member associations or teams and/or players of the individual member  
 1298 associations is retained by the Council through the processes in this chapter. Penalties and sanctions as assigned  
 1299 by this organization only apply to membership in IPS and official events as hosted by this organization. This  
 1300 organization has no power to compel the suspension and/or expulsion of individual players or teams from local  
 1301 member association events nor to bar member associations from participating in any event or action other than  
 1302 official events of this organization. No member association's action or inaction to discipline its member shall apply  
 1303 to this organization without action by the Council.  
 1304

### 1305 SECTION 1 – PETITION PROCESS

1306  
 1307 **60.11 Petition by Member Associations:** A member association and/or player may file a petition seeking  
 1308 discipline against another member association and/or individual not less than ninety (90) days prior to the next  
 1309 meeting of the Council. The petition shall include the following information to be accepted:

- 1310 a. Name(s) of the association, team, or individual member(s) petitioned against  
 1311 b. Association of those mentioned in (a)  
 1312 c. Date(s) of the events in question  
 1313 d. Reference to the rule(s) believed to be violated or behavior, actions, or attitudes exhibited  
 1314 e. Brief summary of the issue  
 1315 f. Requested remedy  
 1316

1317 **60.12 Screening of Petition:** The petition screening process has two steps: Completeness and Applicability.

- 1318 a. **Completeness:** Any petition submitted to the Ethics Committee will first be reviewed by the Ethics Chair  
 1319 to ensure all information required in Section 60.11 has been included. If the petition is missing any  
 1320 required information, the Ethics Chair will try to assist the petitioner in correcting the error by:  
 1321 1. Notifying the petitioner that the petition is incomplete  
 1322 2. Informing the petitioner what information is needed to correct the petition  
 1323 3. Allow the petitioner 5 business days to correct any errors and resubmit the petition (NOTE: This  
 1324 activity MAY occur within the 90-day submission period set forth in Section 60.11 and still be  
 1325 considered a valid petition if corrected within 5 business days)  
 1326 b. **Applicability:** Once the petition is successfully screened for completeness, a minimum of three (3) Ethics  
 1327 Committee members shall review the petition to determine applicability. Examples of non-applicable  
 1328 petitions include, but are not limited to:  
 1329 1. Petitions determined to be outside the jurisdiction of IPS and/or Section 60.02 of this manual  
 1330 2. Petitions determined to be frivolous, retaliatory, harassing or repetitive in nature

- 1331 3. Petitions determined to be explicitly disallowed by other aspects or procedures of this manual  
 1332 c. Any petitions screened out for failing to meet either the completeness or applicability requirements shall  
 1333 not be forwarded to the Council for action, will be included in the Ethics Report to the Council. The report  
 1334 will include the total number of petitions, how many were screened out and the reason for screening out  
 1335 (completeness or applicability). Furthermore, notification that a petition was screened out will be sent to  
 1336 the petitioner(s) via email within 10 business days after the screening is completed by the Ethics  
 1337 Committee.  
 1338 d. All accepted petitions shall be forwarded for hearing at the next Council Meeting per Section 60.2.  
 1339

1340 **60.13 Recusals:** Any petition received as outlined under this chapter that would cause a conflict of interest for a  
 1341 member of the Ethics Committee (e.g., teammate, coach, partner, member of their home city) to decide on  
 1342 accepting the petition, the affected committee member(s) will recuse themselves from reviewing the petition.  
 1343

1344 If a conflict of interest exists that causes less than three (3) Ethics Committee members to be able to vote on the  
 1345 acceptance of an item, the following individuals will be considered for replacements in order of priority:

- 1346 a. Governance Committee Chair  
 1347 b. Governance Committee Vice-Chair  
 1348 c. Any remaining Standing Committee Chair/Vice-Chair, selected in alphabetical order of last name.  
 1349

## 1350 SECTION 2 – HEARING PROCEDURES

1351  
 1352 **60.21 Notifications:** Notification will include reference to the potentially sensitive nature of the information and  
 1353 indicate the matter must remain confidential and limited to affected parties and any witnesses to protect the  
 1354 integrity of those involved.

- 1355 a. Confidentiality: To maintain confidentiality, the affected parties must be verified relevant by the Secretary  
 1356 prior to officially communicating the ethic petition notification. Affected parties may include: the petitioner,  
 1357 any named persons petitioned against, and the commissioner of the verified parties' last known local member  
 1358 association.  
 1359 b. Notification will be sent to the last known contact information on file in the IPS database.  
 1360 c. If there is no contact information for those petitioned against in the IPS database, the Secretary will  
 1361 inform the petitioner that they must provide updated association and/or contact information for those  
 1362 petitioned against within 5 business days. If the petitioner fails to do so, anyone unable to be contacted will be  
 1363 stricken from the petition. If this action results in no one remaining on the petition, the petition will be  
 1364 dismissed and included in the report of screened out petitions presented to the Council by the Ethics Chair  
 1365 d. Any petition accepted in Section 60.12 will be forwarded by the Ethics Committee to the IPS Secretary for  
 1366 communication to affected parties per the following guidelines:  
 1367 e. Notification will be sent via email, which will include the petition and a request for written response  
 1368 confirming receipt of the notification from all affected parties.  
 1369 f. Notifications will be sent at least 45 calendar days prior to the start of the next upcoming Council Meeting  
 1370 (which is when the hearing must be held) and will indicate the estimated time, date, and place of the hearing.  
 1371 g. Notification will include reference to Section 60 of the governing manual and state that those petitioned  
 1372 against will have the opportunity to provide additional perspective at the hearing, in writing or in person;  
 1373 however, not virtually as the Ethics hearings are closed session.  
 1374

## 1375 **60.22 Deliberation:**

- 1376 a. Participants - All those petitioned against in an accepted ethics petition must be given an opportunity to  
 1377 provide additional details before the Council in closed session to protect the privacy and integrity of the  
 1378 affected parties. Exceptions to the closed session attendance rule include:  
 1379 1. Ethics Chair  
 1380 2. Parliamentarian  
 1381 3. Ethics Committee Members  
 1382 4. Affected parties or their appointed proxy by written request to the Ethics Chair  
 1383 5. Approved witnesses by written request of the petitioner or affected party to the Ethics Chair

- 1384 b. The hearing will proceed as follows:
- 1385 1. Opening remarks by the Ethics Chair (or delegate) regarding the nature of the petition, the
- 1386 process that will be following, and introduction of affected parties (or proxies) and witnesses
- 1387 2. Presentation of evidence (including witness testimony) presented by the petitioner or their proxy
- 1388 (Recommended <15 minutes)
- 1389 3. Presentation of additional evidence (including witness testimony) by each/all of those petitioned
- 1390 against or their proxy (Recommended <15 minutes)
- 1391 4. Clarifying questions / comments raised by Council Members
- 1392 5. Closing remarks and suggested remedy by petitioner(s) or proxy (Recommended <5 minutes)
- 1393 6. Closing remarks by those petitioned against or proxy (Recommended <5 minutes)
- 1394 7. Closing remarks / next steps by the Ethics Chair (or delegate)
- 1395 c. In the event of any unforeseen procedural circumstances not outlined in Section 60, The Ethics chair in
- 1396 conjunction with the Parliamentarian will decide how to address and proceed, unless that decision would be a
- 1397 conflict of interest for any reason, in which case the recusal chain outlined in 60.13 will be in effect. If
- 1398 procedural deviations occur, they will be documented by the Ethics Chair then reviewed by the Ethics
- 1399 Committee to determine if they are significant enough to warrant an update to Section 60, and if so, updated
- 1400 prior to the next Council Meeting.
- 1401

1402 **60.23 Rulings:** After hearing all the evidence and being afforded an opportunity to deliberate and ask questions

1403 of affected parties and witnesses, the Council will dismiss the affected parties and witnesses from the closed

1404 session. An opportunity for further deliberation will occur, then the Council will vote first ONLY on whether an

1405 ethics infraction occurred, NOT disciplinary action. If multiple parties are included in a petition, each party must be

1406 individually voted upon. A majority is required.

1407

1408 **60.24 Disciplinary Actions:** For any/all ethics petitions that resulted in passing vote in Section 60.23, the Council

1409 must deliberate then vote on appropriate disciplinary action, if any. The council must begin with the petitioner's

1410 suggested remedy but may amend it under Robert's Rules of Order. A 60% majority is required to enact the

1411 disciplinary action. Some examples of disciplinary actions include:

- 1412 a. A period of probation for and/or a written warning to any individual or group determined to be involved,
- 1413 which may include the next GSWS and/or NAGAAA Cup
- 1414 b. Suspension of any individual or group determined to be involved from one or more subsequent GSWS
- 1415 and/or NAGAAA Cup events
- 1416 c. Suspension of the local association's voting privileges for a period of time
- 1417 d. Suspension of the local association from a division or the entirety of one or more subsequent GSWS or
- 1418 NAGAAA Cup events.
- 1419 e. Permanent expulsion of an individual, group, or association from IPS
- 1420 f. Monetary fines
- 1421

1422 **60.25 Final Notification:** The Secretary will record any disciplinary action determined during closed session and

1423 notify the affected parties of the Council's decision / disciplinary actions by email within 14 calendar days. Any

1424 rulings and disciplinary actions are final and effective immediately.

1425

### 1426 SECTION 3 – MISCELLANEOUS DISCRETIONARY PENALTIES

1427

1428 **60.31 Discretionary penalties for protests occurring at GSWS and NAGAAA Cup:** Details of any protest(s) that

1429 occur at any GSWS or NAGAAA Cup event according to Section 50 will be forwarded to the Ethics Committee by

1430 the Director of Competition (or delegate) for inclusion as part of the Ethics Report to the Council by the Ethics

1431 Chair at the next Council Meeting. The Ethics Chair will offer the opportunity for any Council Member to motion for

1432 discretionary penalties for any protest. If seconded, Section 60.24 will be followed.

1433

1434

## 1435 CHAPTER 70 – MASTER DUES, FINES, AND FEES SCHEDULE

1436

1437 **70.01 Jurisdiction:** This chapter shall be the jurisdiction of the Board of Directors and amended by majority at  
1438 any board meeting with the exception of the dues for this organization which shall be set by the Council annually  
1439 by majority vote.

1440  
1441 **70.02 Dues:** Each Association shall pay annual dues in like amount as shall be set by the Council at the previous  
1442 year's Summer Meeting. Dues shall be delivered to the Treasurer prior to the start of the Winter Meeting. Dues  
1443 must be paid prior to the start of the Winter Meeting or the Association will forfeit its right to vote until all  
1444 accounts are satisfied. Failure to pay dues shall result in fines and/or other sanctions.

1445  
1446 **70.03 Fines and Fees:** The number of fines and fees shall be determined by the Board of Directors and listed in  
1447 the schedule. Fines shall be invoiced and paid before the commencement of the next council meeting following the  
1448 assessment of the fine. Fines assessed to a Legends Division team which center on an issue connected to a player  
1449 shall be assessed to the player's qualifying association. The monetary amount for fees for the current fiscal year  
1450 shall be determined as part of the budgeting process and presented no later than the Winter Meetings.

1451  
1452 **70.04 Appeal of Fines:** All fines, except protest fines, shall be eligible for appeal at the next regular meeting of  
1453 the council after the fine is assessed through the process established by the Ethics Committee. A fine may only be  
1454 waived by a two-thirds (2/3) vote of the Council. A member association will not be required to pay such fine until  
1455 the conclusion of the next regular meeting, if appealing the assessed fine through a properly submitted business  
1456 item, until the outcome of the appeal process. The association shall be considered in good standing while appealing.

1457 **70.05 Schedule:** The dues, fee, and fine schedule of this organization is:  
1458

KEY: The Index column matches the dues, fee, or fine to the corresponding deadline in the deadline schedule. The Reference column indicates the Governing Manual reference.				
DUES SCHEDULE				
INDEX	ISSUE AREA	REFERENCE	APPLICATION	AMOUNT
A	Membership Expectation	1.04(b)	Member Dues	\$350
FEE SCHEDULE				
	ISSUE AREA	REFERENCE	APPLICATION	AMOUNT
I	GSWS	30.11	Host City Bid Fee	\$2500
--	NAGAAA Cup	-----	Host City Bid Fee	\$1500
S	GSWS	30.21(a)	Fee for appeal of pool play forfeit disqualification	\$50
J	GSWS	30.40	GSWS Team fee	\$500/team
J	GSWS	70.03	GSWS Participant Fee	\$35 per person
L	GSWS	30.41	GSWS Host Hotel Deposit	\$500/per team
N	NAGAAA Cup	40.10	NAGAAA Cup Team Fee	\$400/team
N	NAGAAA Cup	70.05	NAGAAA Cup Participant Fee	\$20 per person
T	Protests	50.14(b)	Pool Play Protest Fee	\$20/question
T	Protests	50.14l	Double Elimination Protest Fee	\$40/question
T	Protests	50.14(a)	Non-Rating Protest Fee	\$50
FINE SCHEDULE				
	ISSUE AREA	REFERENCE	APPLICATION	AMOUNT
A	Membership Expectations	1.04(a)	Failure to pay dues	\$100
B	Membership Expectations	1.04(a)	Failure to update member association information	\$100
B	Membership Expectations	1.04(a)	Failure to send a delegate to Winter/Summer Meetings	\$100
E	Regular Season Rosters	20.10	Fine for filing regular season rosters after deadline	\$100
F	Regular Season Rosters	20.10	Fine for changes to submitted regular season rosters (9/2/2024 – 9/15/2024)	\$100
M	NAGAAA Cup Roster	70.05	Fine for NAGAAA Cup player changes after due date	\$100 per occurrence
M	NAGAAA Cup	40.10	Fine for late payment NAGAAA Cup team fee	\$100
N	USA Cards	-----	Fine for receiving USA card after deadline	\$100 per team

O	GSWS Rosters	20.11, 20.12,	Fine for GSWS Player Changes in roster interim period (9/16/2024 – NOON CDT 10/6/2024)	\$100 per player per occurrence
Q	GSWS Rosters	20.11 and 20.12	Fine for GSWS Administrative Changes in pool play period. (12:01pm CDT 10/6/2024 – End of Summer Meeting)	\$100 per player
Q	GSWS Rosters	20.11, 20.12, and 20.20	Fine for GSWS Player Changes in pool play period. (12:01pm CDT 10/6/2024 – End of Summer Meetings)	\$250 per player per occurrence
J	GSWS	30.40	Fine for late payment GSWS team fee	\$100
J	GSWS Rosters	30.43	Fine for failure to send one (1) team to GSWS	\$500
T	GSWS Rosters	20.11 and 20.12	Fine for a team violating the non-LGBT rule	\$100
T	GSWS Rosters	20.11 and 20.12	Fine for an association official assisting a team in violating the non-LGBT rule	\$100
T	Protests	50.03	Fine for failure of member association to fulfill protest duty	\$100
--	Protests	20.25 and 50.38	Fine for failure of member association to attend rating workshop	\$100
T	Protests	50.31	Fine for protests upheld on non-ratings issues	\$500
T	Protests	50.32	Fine for protest(s) upheld on a single question	\$100/question
T	Protests	50.32	Fine for protest upheld on multiple questions	The sum of the fine of all questions protested and upheld and the fine for each lesser individual question protested and upheld (e.g., 5 questions upheld = \$500 + \$400 + \$300 + \$200 + \$100 = \$1500)
T	Protests	50.33	Fine for protest(s) upheld causing a team to move up a division	\$500
T	Protests	50.36	Fine for one (1) team with three (3) or more protests	\$500

			upheld in the duration of a single event	
--	Ethics	60.22	Discretionary fine for rating violations	Amount, up to \$2500, to be determined by the Board of Directors upon application of the fine by the Ethics Committee
--	Ethics	60.23(a)	Discretionary fines for violation of the non-LGBT rule by a team	Amount, minimum \$100, to be determined by the Board of Directors upon application of the fine by the Ethics Committee
--	Ethics	60.23(b)	Discretionary fine for violation of the non-LGBT rule by member association officials.	Amount, minimum \$100, to be determined by the Board of Directors upon application of the fine by the Ethics Committee

**NOTE: This schedule shows all fees and fines as set by the Board of Directors. Some amounts may be included in the chapters of the Governing Manual for ease of reference. In the case of any discrepancy, this schedule controls the amount of the fee and/or fine.**

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**70.06 Deadlines:** The deadlines for certain and specific activities are as follows in the table:

KEY: The Index column matches the deadline to the corresponding due, fee, or fine in that schedule. The Reference column indicates the Governing Manual reference.				
<b>DEADLINE TABLE</b>				
<i>All deadlines are at 11:59pm Central on the day listed unless explicitly noted otherwise</i>				
INDEX	ISSUE AREA	REFERENCE	APPLICATION/ISSUE	DEADLINE
A	Membership Expectations	1.04(b)	Membership Dues Deadline	Prior to start of Winter Meetings
B	Membership Expectations	1.04(b)	Reporting of Member Association Changes (officers, tournaments, etc.)	Within 30 days of local change
C	Council	2.07	Deadline for Items of Business requiring Council action, not including disciplinary proceedings.	30 days prior to the meeting
D	Council/Ethics	60.03	Deadline for petitions for disciplinary action	90 days prior to start of Winter/Summer Meetings
E	Regular Season Rosters	20.10	Deadline for submission of proper Regular Season rosters	9/1/2024
F	Regular Season Rosters	20.10	Period for late submission of or revision to Regular Season rosters; fine incurred	9/2/2024
				--TO--
				9/15/2024 11:59pm PDT
G	Regular Season Rosters	20.10	Final Deadline for Regular Season rosters – No changes (including ratings) or submissions following this deadline.	9/16/2024 12:00am PDT



H	GSWS	30.04	Deadline for nomination of umpires for GSWS	End of Winter Meetings
I	GSWS	30.21	Deadline for Host City Bid Deposit 2.5 year cycle.	Start of the Winter Meeting 8:00am CDT (2025 GSWS)
J	GSWS	30.60	GSWS Team Fee Deadline	9/1/2024
K	GSWS	30.60	GSWS Team Berth Reservations Deadline	9/1/2024
L	GSWS	30.61	GSWS Host Hotel Deposit Deadline	9/1/2024
M	GSWS	20.20	Deadline for proper GSWS Tournament Team Rosters	9/15/2024
N	GSWS	--	Deadline for submission of USA Softball (ASA) cards (1 per team)	9/15/2024
O	GSWS	20.11, 20.12, and 20.20	Period for late submission of adding or dropping of players. No changes to ratings permitted. No fine for admin changes.	9/16/2024
				--TO--
				10/6/2024 12:00pm CDT
P	GSWS	20.11, 20.12, and 20.20	Period for revision to GSWS Tournament Rosters; fine incurred	10/6/2024 12:01pm CDT
				---TO--- 11:59PM CDT on Friday before Summer Meeting
Q	GSWS	20.11, 20.12, and 20.20	Deadline for final GSWS Tournament rosters	11:59PM CDT on Friday before Summer Meeting
R	GSWS	20.11 and 20.12	Deadline to cancel GSWS Team berth reservation (with refund)	9/15/2024
S	GSWS	30.21(a)	Deadline to appeal forfeit games in pool play of GSWS	Prior to beginning of double elimination in the team's division
T	GSWS	50.14(b)	Deadline to pay Protest fees	Due at the time of filing a protest
U	GSWS	30.41 (a)	Request a refund to GSWS hotel deposit	First day of December following GSWS
V	Hall of Fame	100.04	Hall of Fame Nomination period opens	June 1 <sup>st</sup> 12:01am CDT
W	Hall of Fame	100.04	Hall of Fame Nomination period closes	January 15 <sup>th</sup>
X	Hall of Fame	100.05	Hall of Fame Nominations and ballots delivered to members	January 31 <sup>st</sup> 12:00am CDT
Y	Hall of Fame	100.05	Hall of Fame Ballots due	March 3 <sup>rd</sup>
Z	Hall of Fame	100.06	Hall of Fame Chair notifies nominators of results of election	March 17 <sup>th</sup>
AA	Hall of Fame	100.08	Deadline for Hall of Fame Booster Club donations for program inclusion	August 1 <sup>st</sup>

AB	Board of Directors	4.01	Deadline for Board of Directors revision of deadlines	Month end following Spring/Fall Working sessions
AC	NAGAAA Cup	40.10	Deadline for Intent to Bid for NAGAAA Cup 2024	Start of Winter Meetings
AD	NAGAAA Cup	40.11	Deadline to pay team fee for NAGAAA Cup	3/25/2024 11:59pm PST
AE	NAGAAA Cup	40.11	Deadline to submit rosters for NAGAAA Cup; no changes allowed following this deadline	4/8/2024 11:59pm PST
AF	NAGAAA Cup	40.11	Period of late submission of adding or dropping of players to NAGAAA Cup rosters.	4/9/2024 – 4/15/2024 11:50 PST
AG	NAGAAA Cup	40.11	Deadline for final NAGAAA Cup rosters.	4/16/2024

**NOTE: This table includes deadlines set by the Board of Directors and those set by the Council and/or committees for the ease of reference of the members. If there are any discrepancies between the language in the chapters of the Governing Manual and this table, this table shall be considered to the correct deadline.**

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#### CHAPTER 80 – BUDGET AND FISCAL POLICY

**80.01 Jurisdiction:** This chapter shall be the jurisdiction of the Council and amended by majority at any council meeting except that the amount of any fees shall be the jurisdiction of the Board of Directors and amended at any board meeting by majority.

**80.02 Payments:** All payments of any amount to this organization shall be made in form of check, credit card, or wire transfer. Cash payments may only be accepted for the payment of protest fees.

**80.03 Revenue Sharing from Funds Not Restricted:** Any sponsorship funds collected by NAGAAA and allocated by the sponsor for member associations, shall be disbursed by the Treasurer to all member associations in good standing. The funds shall be distributed equally. Member associations will only be eligible for these funds when in compliance with any and all terms and conditions required by sponsor.

**80.04 Administrative Fee for Sponsorships:** Notwithstanding other provisions of this chapter, all corporate sponsorships shared with member associations and GSWS or NAGAAA Cup host cities will incur a five-percent (5%) fee. At the end of each fiscal year, this administrative fee will be dispersed to all participating member associations as designated by the corporate sponsors for that year and the remainder of the funds are to be disbursed equally to all non-participating member associations. The funds will be dispersed to each league at the Winter Meetings of the completed fiscal year.

**80.05 Commissions Due to Member Associations:** NAGAAA shall credit to member associations two and one-half percent (2.5%) of any corporate sponsor lead that member association provides to NAGAAA that materializes in a new corporate sponsorship. This two and one-half percent (2.5%) shall be an annual commission for as long as that corporate sponsor remains a corporate sponsor. The two and one-half percent (2.5%) shall be on sponsorship funds allocated to NAGAAA and not on sponsorships earmarked for distribution to member associations.

#### CHAPTER 81 – MASTER COMPENSATION SCHEDULE

**81.01 Jurisdiction:** This chapter shall be the jurisdiction of the Board of Directors and amended by majority at any board meeting.

1495 **81.02 Salaries and Benefits:** No person shall be considered an employee eligible for full-time or part-time  
 1496 employment in this organization unless authorized in this chapter.

1497  
 1498 **81.03 Numbers of Persons:** Unless specifically stated in the bylaws or policies of this organization, the Board of  
 1499 Directors shall determine the number of persons appointed to specific roles as needed.

1500  
 1501 **81.04 Meeting per diems:** A \$50 per day per diem shall be paid to the Board of Directors, Committee Chairs,  
 1502 and Parliamentarian for the duration of any regular and/or special meeting of the Council. The Umpire-in-Chief is  
 1503 granted a \$300 per diem for the duration of the summer meetings to prepare for the GSWS.

1504  
 1505 **81.05 Tournament per diems:** A \$50 per day per diem shall be paid to the Board of Directors, Athletic Director,  
 1506 Assistant Athletic Director(s), Protest Chair and Assistant Protest Chair(s) for every day present and working during  
 1507 the duration of the GSWS and NAGAAA Cup. A \$350 per day per diem shall be paid to the Umpire-in-Chief for the  
 1508 duration of the GSWS and NAGAAA Cup. A \$175 per day per diem shall be paid to the Assistant Umpire(s)-in-Chief  
 1509 for the duration of the GSWS and NAGAAA Cup.

1510  
 1511 **81.06 Umpires:** Umpires for the GSWS and NAGAAA Cup shall be paid \$35 for each game officiated. The Board  
 1512 of Directors may provide merit bonuses not to exceed \$500 to the Umpire-in-Chief and Assistant Umpire-in-  
 1513 Chief(s) as they see fit.

1514  
 1515 **81.07 Expenses:** The Board of Directors shall determine and pay the reasonable and necessary expenses for the  
 1516 compensated volunteers of this organization which shall include, but are not limited to, travel expenses, car rental,  
 1517 hotel and lodging.

## 1518 **CHAPTER 85 – CONFLICT OF INTEREST POLICY**

1519  
 1520  
 1521 **85.01 Jurisdiction:** This chapter shall be the jurisdiction of the Council and amended by majority at any council  
 1522 meeting.

1523  
 1524 **85.02 Purpose:** The purpose of this conflict of interest policy is to protect this tax-exempt organization's  
 1525 (NAGAAA Open Softball Division Inc) interest when it is contemplating entering into a transaction or arrangement  
 1526 that might benefit the private interest of an officer or director of the Organization or might result in a possible  
 1527 excess benefit transaction. This policy is intended to supplement but not replace any applicable state and federal  
 1528 laws governing conflict of interest applicable to nonprofit and charitable organizations.

1529  
 1530 **85.03 Definitions:** The following definitions apply to this chapter:  
 1531 a. Interested Person – Any director, principal officer, or member of a committee with governing board  
 1532 delegated powers, who has a direct or indirect financial interest, as defined below, is an interested  
 1533 person.  
 1534 b. Financial Interest – A person has a financial interest if the person has, directly or indirectly, through  
 1535 business, investment, or family: (a) An ownership or investment interest in any entity with which the  
 1536 Organization has a transaction or arrangement, (b) A compensation arrangement with the Organization or  
 1537 with any entity or individual with which the Organization has a transaction or arrangement, or (c) A  
 1538 potential ownership or investment interest in, or compensation arrangement with, any entity or  
 1539 individual with which the Organization is negotiating a transaction or arrangement. Compensation  
 1540 includes direct and indirect remuneration as well as gifts or favors that are not insubstantial. A financial  
 1541 interest is not necessarily a conflict of interest. Under this chapter, a person who has a financial interest  
 1542 may have a conflict of interest only if the appropriate governing board or committee decides that a  
 1543 conflict of interest exists.

1544  
 1545 **85.04 Annual Statements:** Each director, principal officer and member of a committee with governing board  
 1546 delegated powers shall, prior to each meeting, sign a statement which affirms such person:

1547 a. Has received a copy of the conflicts of interest policy,

- 1548           b. Has read and understands the policy,  
 1549           c. Has agreed to comply with the policy, and  
 1550           d. Understands the Organization is charitable and in order to maintain its federal tax exemption it must  
 1551           engage primarily in activities which accomplish one (1) or more of its tax-exempt purposes.  
 1552

1553 **85.05 Compensation:** A voting member of the governing board who receives compensation, directly or  
 1554 indirectly, from the Organization for services is precluded from voting on matters pertaining to that member's  
 1555 compensation. A voting member of any committee whose jurisdiction includes compensation matters and who  
 1556 receives compensation, directly or indirectly, from the Organization for services is precluded from voting on  
 1557 matters pertaining to that member's compensation. No voting member of the governing board or any committee  
 1558 whose jurisdiction includes compensation matters and who receives compensation, directly or indirectly, from the  
 1559 Organization, either individually or collectively, is prohibited from providing information to any committee  
 1560 regarding compensation.  
 1561

## 1562 SECTION 1 – PROCEDURES

1563  
 1564 **85.10 Procedures:** This organization shall follow the procedures listed in this section to determine if a conflict  
 1565 exists.  
 1566

1567 **85.11 Duty to Disclose:** In connection with any actual or possible conflict of interest, an interested person must  
 1568 disclose the existence of the financial interest and be given the opportunity to disclose all material facts to the  
 1569 directors and members of committees with governing board delegated powers considering the proposed  
 1570 transaction or arrangement.  
 1571

1572 **85.12 Determining Whether a Conflict of Interest Exists:** After disclosure of the financial interest and all  
 1573 material facts, and after any discussion with the interested person, he/she shall leave the governing board or  
 1574 committee meeting while the determination of a conflict of interest is discussed and voted upon. The remaining  
 1575 board or committee members shall decide if a conflict of interest exists.  
 1576

1577 **85.13 Procedures for Addressing the Conflict of Interest:** An interested person may make a presentation at the  
 1578 governing board or committee meeting, but after the presentation, he/she shall leave the meeting during the  
 1579 discussion of, and the vote on, the transaction or arrangement involving the possible conflict of interest. The  
 1580 chairperson of the governing board or committee shall, if appropriate, appoint a disinterested person or  
 1581 committee to investigate alternatives to the proposed transaction or arrangement. After exercising due diligence,  
 1582 the governing board or committee shall determine whether the Organization can obtain with reasonable efforts a  
 1583 more advantageous transaction or arrangement from a person or entity that would not give rise to a conflict of  
 1584 interest. If a more advantageous transaction or arrangement is not reasonably possible under circumstances not  
 1585 producing a conflict of interest, the governing board or committee shall determine by a majority vote of the  
 1586 disinterested directors whether the transaction or arrangement is in the Organization's best interest, for its own  
 1587 benefit, and whether it is fair and reasonable. In conformity with the above determination, it shall make its  
 1588 decision as to whether to enter into the transaction or arrangement.  
 1589

1590 **85.14 Violations of the Conflicts of Interest Policy:** If the governing board or committee has reasonable cause  
 1591 to believe a member has failed to disclose actual or possible conflicts of interest it shall inform the member of the  
 1592 basis for such belief and afford the member an opportunity to explain the alleged failure to disclose. If, after  
 1593 hearing the member's response and after making further investigation as warranted by the circumstances, the  
 1594 governing board or committee determines the member has failed to disclose an actual or possible conflict of  
 1595 interest, it shall take appropriate disciplinary and corrective action.  
 1596

1597 **85.15 Records of Proceedings:** The minutes of the governing board and all committees with board delegated  
 1598 powers shall contain: (a) the names of the persons who disclosed or otherwise were found to have a financial  
 1599 interest in connection with an actual or possible conflict of interest, the nature of the financial interest, any action  
 1600 taken to determine whether a conflict of interest was present, and the governing boards or committee's decision

1601 as to whether a conflict of interest in fact existed.; and (b) the names of the persons who were present for  
 1602 discussions and votes relating to the transaction or arrangement, the content of the discussion, including any  
 1603 alternatives to the proposed transaction or arrangement, and a record of any votes taken in connection with the  
 1604 proceedings.

1605

1606

## 1607 SECTION 2 – PERIODIC REVIEWS

1608

1609 **85.20 Periodic Reviews:** To ensure the Organization operates in a manner consistent with charitable purposes  
 1610 and does not engage in activities that could jeopardize its tax- exempt status, periodic reviews shall be conducted.  
 1611 The periodic reviews shall, at a minimum, include the following subjects:

- 1612 a. Whether compensation arrangements and benefits are reasonable, based on competent survey  
 1613 information, and the result of arm’s length bargaining.  
 1614 b. Whether partnerships, joint ventures, and arrangements with management organizations conform to the  
 1615 Organization’s written policies, are properly recorded, reflect reasonable investment or payments for  
 1616 goods and services, further charitable purposes and do not result in inurnment, impermissible private  
 1617 benefit or in an excess benefit transaction.

1618

1619 **85.21 Use of Outside Experts:** When conducting the periodic reviews as provided for in this chapter, NAGAAA  
 1620 Open Division Inc., may, but need not, use outside advisors. If outside experts are used, their use shall not relieve  
 1621 the governing board of its responsibility for ensuring periodic reviews are conducted.

1622

1623

## CHAPTER 90 – DRAFTING AND REVISION MANUAL

1624

1625 **90.01 Jurisdiction:** This chapter shall be the jurisdiction of the Governance Committee and amended by majority  
 1626 at any committee meeting.

1627

### 1628 SECTION 1 – FORM AND STYLE OF GOVERNING DOCUMENTS

1629

1630 **90.10 General Form:** This organization utilizes a consolidated governance manual which shall include the  
 1631 Articles of Incorporation, Bylaws, and subordinate policies. All distinct policy measures shall be located within  
 1632 chapters of this manual.

1633

1634 **90.11 Structure of Manual:** The manual shall be divided into four (4) volumes, each with individual chapters  
 1635 which may contain individual sections and/or sub-sections. Volumes shall be denoted by Roman numeral. Chapters  
 1636 and sections shall be denoted by Arabic numeral. Each chapter shall have sub-sections denoted by Arabic numeral  
 1637 with at least two (2), but no more than three (3), decimal places listed and may or may not have sections listed. No  
 1638 subsection shall be placed in a section if the first number to the right of the decimal point is a zero. Each sub-  
 1639 section placed within a section shall have the first number to the right of the decimal point correspond to the  
 1640 number of the section. Any delineation of a sub-section is limited to one (1) order which shall be indicated with a  
 1641 small-case letter of the Latin alphabet. Notwithstanding this section, the Articles of Incorporation shall be  
 1642 presented as filed with the State of Wisconsin. The entire governance manual shall contain line numbers, running  
 1643 in continuous fashion for ease of reference.

1644

1645 **90.12 Headlines without Authority:** The table of contents of the governance manual and/or headlines of  
 1646 chapters, sections, and/or sub-sections are without authority and listed for reference purposes only. The  
 1647 Governance Committee shall alter the table and/or headlines to best reflect the contents as it sees fit.

1648

1649 **90.13 Pronoun Usage:** In all cases in this organization, the use of any pronoun shall apply to any gender identity.

1650

1651 **90.14 Standard Usage of Common terms:** The following terms shall be applied in the following manner:

1652

- a. Organization – NAGAAA, Open Softball Division, Inc.

- 1653           b. Member Association – an individual member league who is recognized as a member of the organization.  
1654            Delegate or council member, not including a member of the board, may be used in place of member  
1655            association.  
1656           c. Board – the NAGAAA Board of Directors  
1657

## 1658 **SECTION 2 – AMENDMENTS**

1659

1660 **90.20 Amendments:** The Governance Committee shall prepare a standard form for council and committee use  
1661 for amendments to the governance manual. Amendments shall be reviewed by the committee and/or  
1662 parliamentarian who shall concur that the amendment conforms to the form and style of the governing manual. A  
1663 non-concurrence by the committee and/or parliamentarian shall not prevent action on the amendment but shall  
1664 be relayed to the Council and/or committee of jurisdiction.  
1665

1666 **90.21 Revisions:** Upon adoption, the committee shall prepare the adopted revisions to the manual for  
1667 publication.  
1668

1669 **90.22 Notice of Revisions:** The Secretary shall provide notice to the members whenever revisions are authorized  
1670 by the body of jurisdiction and published by the Secretary.  
1671

1672 **90.23 Annotations of Changes:** The committee, in conjunction with the Secretary, shall compile and record a  
1673 cross-reference log of amendments adopted to the governance manual and the minutes of the action.

1674  
1675**VOLUME IV – ADMINISTRATIVE POLICIES**

VOLUME 4			PAGE
Administrative Policies	Chapter 100	NAGAAA Hall of Fame	43
	Chapter 101	NAGAAA Archives	45
	Chapter 110	Job Descriptions of the Board of Directors	45
	Chapter 111	Job Descriptions of the Appointed Officers of the Board of Directors and This Organization	54
	Chapter 115	Nomination Process for Candidates for the Board of Directors	55
	Chapter 116	Background Check Policy for Candidates for the Board of Directors	56
	Chapter 200	Regular Season Roster Submission Policy	57
	Chapter 250	Ineligible Player Roster and Policy	58
	Chapter 300	GSWS Tournament Roster Submission Policy	58
	Chapter 305	GSWS Host Hotel Deposit and Requirements	59
	Chapter 331	GSWS Umpire Selection Policy	60
	Chapter 341	GSWS Host City Metropolitan Areas	61
	Chapter 400	Player Inclusion Policy (PIP)	62
	Chapter 810	Payment Terms of Sponsorship Contracts	63

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1678  
1679  
1680**CHAPTER 100 – NAGAAA HALL OF FAME**

**100.01 Jurisdiction:** This chapter shall be the jurisdiction of the Board of Directors and amended by majority at any board meeting.

**100.02 Purpose and Authority:** There is created the NAGAAA Hall of Fame which shall be a program of this organization. The purpose of this program is to recognize the individuals that have made a significant contribution to the NAGAAA organization, the game, and the LGBTQ+ community. The authority for this program is found in 4.01 of the Governing Manual.

**100.03 Membership and Leadership:** Membership in the Hall of Fame is achieved through election by two-thirds (2/3) vote of the living members of the Hall of Fame voting on the annual ballot or through selection by the Veterans sub-committee of the Hall of Fame. Leadership of the Hall of Fame is vested in the Chair of the Hall of Fame program as appointed. The chair shall make recommendations to the Board of Directors on policies and matters affecting the Hall of Fame, coordinate administrative operations for the Hall of Fame, and facilitate dialogue with the Council at the bi-annual Council meetings. The chair shall work collaboratively with the Hall of Fame Board Liaison. Any duty or task of this chapter may be performed by the chair or board liaison regardless of the strictures of this chapter when agreed to by both parties.

a. Members of the former NAGAAA Women's Division Hall of Fame shall not be considered members of this Hall of Fame. Any individual may utilize years of membership in the former Women's Division to achieve the minimum requirement of membership for this program.

**100.04 Nomination of Members:** Nominations for membership in the Hall of Fame shall be made in the form and manner provided for by the Hall of Fame chair and in the established time period listed in this chapter. There are no restrictions on whom may make a nomination for the Hall of Fame, but you may not self-nominate. Nominees

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1698  
1699  
1700

1701 must have been active in NAGAAA for at least ten (10) years to be nominated. The chairperson of the Hall of Fame  
 1702 shall communicate to the living members of the Hall of Fame all deadlines for nominations and issue appropriate  
 1703 reminder as they see fit.  
 1704

1705 **100.05 Election of Members:** By the date listed in this chapter, the Hall of Fame Chair shall send all legal  
 1706 nominations to the members of the Hall of Fame with a ballot for each nomination. The Chair shall work in  
 1707 conjunction with the Webmaster to make ballot access feasible for the members of the Hall of Fame. Each living  
 1708 Hall of Fame member shall vote "Yes" or "No" indicating whether or not to permit membership for the nominee.  
 1709 The ballots shall be returned by the date listed in this chapter. The Hall of Fame Chair and Board Liaison shall  
 1710 individually review, tally, and audit the ballots to determine the number of votes each nominee received and if  
 1711 election was achieved.

- 1712 a. At the close of the balloting process described in this section, the Chair shall appoint the Veterans  
 1713 Committee, consisting of twelve (12) living Hall of Fame members. The Chair shall forward all nominations  
 1714 (with biographical information) which received at least fifty percent (50%) of the votes of the living  
 1715 members but were not elected to the Hall of Fame to these committee members.  
 1716 b. Notwithstanding this section, the Veterans committee, shall be granted seven (7) days to review the  
 1717 nominations and each member shall cast a ballot of "Yes" or "No" for each nomination. The Veterans  
 1718 committee shall elect, by a two-thirds (2/3) vote of their number voting, any number of persons to the  
 1719 Hall of Fame deserving of the recognition consistent with the purposes of this program and regardless of  
 1720 nomination or election by the balance of the existing Hall of Fame members. The Chair and Board Liaison  
 1721 shall audit the results of the Veterans Committee.  
 1722

1723 **100.06 Results of Election:** No later than June 15, and beginning in 2020 and thereafter, no later than March 1,  
 1724 the Hall of Fame Chair shall notify each nominator of an elected nominee of the results of the balloting who shall  
 1725 be provided one (1) week to communicate to the nominees the results of the election. Following this notice, the  
 1726 Hall of Fame Chair shall draft a communication to the Hall of Fame and Board of Directors the identities of the  
 1727 newly elected members of the Hall of Fame. The Chair shall report the results to the members of the Hall of Fame.  
 1728 The Secretary shall report this information to the NAGAAA Council, member associations, and the general public.  
 1729

1730 **100.07 Hall of Fame Induction:** Newly elected members of the Hall of Fame shall be inducted at a dinner held in  
 1731 conjunction with the annual Gay Softball World Series (GSWS). Inductees shall receive one (1) complimentary  
 1732 ticket to the event. The Induction Dinner shall be a NAGAAA sanctioned event and subject to all policies and  
 1733 procedures of this organization.

- 1734 a. At the winter meeting in the year of the GSWS, the Host City shall provide to the chair a list of available  
 1735 venue options for the Hall of Fame dinner. Within sixty (60) days of the adjournment of the Winter  
 1736 Meeting, the Hall of Fame chair shall have selected a venue, prepared a draft contract for review by the  
 1737 Operations Director and execution by the Commissioner, and communicated said to the Host City and  
 1738 Board of Directors. The venue and conduct of the dinner shall conform to guidelines created and  
 1739 maintained by the Chair.  
 1740 b. The Chair shall be responsible for creating the program of the Induction dinner, designing and procuring  
 1741 the new inductee shirts, and general logistics and operations of the induction.  
 1742

1743 **100.08 Suspension of Rights and Privileges:** Any member of the Hall of Fame not in good standing as a member  
 1744 of NAGAAA shall be suspended of all rights and privileges as a member of the Hall of Fame, including participation  
 1745 in any NAGAAA sanctioned event until compliance is achieved and good-standing restored in the determination of  
 1746 the Hall of Fame chair and NAGAAA Treasurer.

- 1747 a. Not in good standing shall be liberally construed and interpreted to indicate any member who is deemed  
 1748 ineligible by this organization to participate in any NAGAAA sanctioned event for any variety of reasons.  
 1749

1750 **100.09 Deadlines:** The deadlines established for the Hall of Fame shall be incorporated into the Master Deadline  
 1751 schedule of this organization.



## CHAPTER 101 – NAGAAA ARCHIVES

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**101.01 Jurisdiction:** This chapter shall be the jurisdiction of the Board of Directors and amended by majority at any board meeting.

**101.02 Purpose and Authority:** There is created the NAGAAA Archives which shall be a program of this organization. The purpose of this program is to preserve and commemorate the history of the organization, its significance, and the people who founded, sustained, and contributed to its legacy. The authority for this program is found in 4.01 and 3.01(j) of the Governing Manual.

**101.03 Chair Authorized to Act:** The chair of the NAGAAA Archives, as appointed pursuant to the Bylaws, is authorized to collect, organize, store, and display artifacts and memorabilia (real and/or virtual), which are representative of the organization and events, subject to the authorized budget of this program.

## CHAPTER 110 – JOB DESCRIPTIONS OF THE BOARD OF DIRECTORS

*(NOTE: These chapters contain some revisions to Board of Directors job descriptions following changes to the Board structure approved by the Council. The Board will complete the revisions in the spring and summer of 2019 and provide a further revision.)*

**110.01 Jurisdiction:** This chapter shall be the jurisdiction of the Board of Directors and amended by majority at any board meeting.

**110.02 Purpose and Authority:** The purpose of this program is to list, detail, and report the job descriptions of the officers of this organization and other select offices as determined by the Board of Directors. The authority for this program is found in 4.04 of the Governing Manual.

**110.03 Members of the Board of Directors:** All elected officers of this organization are members of the Board of Directors.

### SECTION 1 – GENERAL BOARD MEMBER JOB DESCRIPTION

**110.10 General Responsibilities of All Board Members:** Every member of the Board of Directors is responsible for:

- a. Overall governance of NAGAAA by establishing and monitoring policies and programs and supporting development and effectiveness of Board of Directors.
- b. Establish strategic purpose and direction for NAGAAA by participating in regular working sessions to create operating policies and procedures and monitoring its performance.
- c. Represent NAGAAA and its programs and services to stakeholders, including delegate, member associations, players, Hall of Famers, sponsors and partners.
- d. Demonstrate fiscal responsibility and ensure the financial health of NAGAAA through conformance to up-to-date fiscal policies and procedures and through ongoing analysis of financial reports.
- e. Ensure effective performance of NAGAAA's programs through ongoing program planning and evaluation.
- f. Ensure conformance to federal, state, and local laws and agency policies and procedures.

**110.11 General Duties of All Board Members:** Every member of the Board of Directors has the following duties:

- a. Attends all board meetings, including working sessions, and votes as a member in good standing.
- b. Serves on at least one committee and attends 80% of committee meetings.
- c. Builds collegial working relationship that contributes to consensus.
- d. Contributes financially as able to NAGAAA.
- e. Attends all Council meetings, the GSWS, and NAGAAA Cup.
- f. Makes serious commitment to participate actively in Board and committee work.
- g. Volunteers for and willingly accepts assignments and completes them thoroughly and on time.

- 1805 h. Stays informed about Board policies and committee matters, prepares themselves well for meetings, and  
 1806 reviews and comments on minutes and reports.  
 1807

1808 **110.12 General Time and Financial Commitment of Board Members:** Every member of the Board of Directors  
 1809 will have varying amounts of time required for their specific office. Each Board member should expect and be  
 1810 prepared to dedicate at least 500 hours over a calendar year to the work of the organization with a rapidly  
 1811 changing schedule. Financial support of the organization is encouraged. Membership on the Board is a serious role  
 1812 and will require significant time away from family, work, and local community.  
 1813

1814 **110.13 Benefits of Board Members:** Service on the Board of Directors is a rewarding opportunity to lead a  
 1815 significant and relevant organization to the lives of LGBTQ+ athletes. It is a privilege and honor to be a leader of  
 1816 this organization and be leaders building the foundation of future success of this organization.  
 1817

## 1818 SECTION 2 – COMMISSIONER

1819  
 1820 **110.20 Officer Title:** Commissioner  
 1821

1822 **110.21 Responsibilities:** The Commissioner is responsible and accountable for the following objectives, tasks,  
 1823 roles, and duties:

- 1824 a. Vision and Mission: The Commissioner shall communicate the mission and vision of this organization,  
 1825 coordinate and lead the strategic thinking towards the establishment of long and short-term goals, lead  
 1826 the board in developing a mission driven culture, and work to create a culture of mutual respect and  
 1827 inclusiveness.  
 1828 b. Leadership Development: The Commissioner shall recruit and develop leaders to serve on committees  
 1829 of this organization, ensure the participation of elected and appointed leaders of this organization.  
 1830 c. Management: The Commissioner shall ensure adherence to legal standards and ethical norms and be  
 1831 responsible for the management of this organization, including responsibility for compliance with the  
 1832 governing documents and internal policies of this organization.  
 1833 d. External Relations: The Commissioner shall be responsible for the external relations of this organization  
 1834 and act as the ambassador for the organization.  
 1835

1836 **110.22 Duties:** In fulfilling the responsibilities of office, the Commissioner shall perform the following duties:

- 1837 a. Preside over meetings of the council, board, host cities and committee chairs.  
 1838 b. Oversee the general operations of the NAGAAA Board and the organization.  
 1839 c. Set meeting dates and prepare agendas.  
 1840 d. Review agendas and supporting materials prior to meetings.  
 1841 e. Attend all board meetings and other meetings necessary for the operation of the organization.  
 1842 f. Appoint the Parliamentarian at each Council meeting.  
 1843 g. Negotiate and execute all contracts for this organization.  
 1844 h. Coordinate and partner with the Treasurer to create a proposed annual budget.  
 1845 i. Serve as co-signer of NAGAAA checking account.  
 1846 j. Maintain an acute working knowledge of the issues pertaining to NAGAAA.  
 1847 k. Provide leadership support and advice to the officers and leaders of this organization.  
 1848 l. Manage communications and documents for Membership Applications, Proof of Voting Rights, and GSWS  
 1849 bid intents.  
 1850 m. Attend GSWS.  
 1851 n. Other duties as prescribed by the governing documents of this organization.  
 1852 o. Other duties as determined by the Board of Directors.  
 1853

1854 **110.23 Knowledge, Skills, and Abilities:** The Commissioner should demonstrate understanding and  
 1855 competence in the following knowledge, skills, and abilities:

- 1856 a. Professional experience with leadership training.  
 1857 b. Diplomatic Skills.

- 1858 c. A natural affinity for cultivating relationships.  
 1859 d. Public Speaking.  
 1860 e. Passion for improving lives.  
 1861 f. Commitment to the mission and vision of the organization.  
 1862

1863 **110.24 Time and Financial Commitment:** The Commissioner should be prepared to dedicate significant  
 1864 amounts of time to the leadership of and planning for this organization, including significant time apart from  
 1865 family, relationships, and work. The Commissioner must have the ability to travel. Attendance at and work for  
 1866 this organization will consume roughly 2,500 – 3,000 hours per calendar year.  
 1867

1868 **110.25 Benefits:** The benefits of this office include travel opportunities across North America, increased  
 1869 networking opportunities with other athletic organizations, commercial enterprises, and non-profit organizations,  
 1870 interaction and leadership with an international organization, refining and sharpening of management and  
 1871 organizational skills, and development of life-long and rewarding relationships with LGBTQ+ leaders and athletes.  
 1872

1873 **110.26 Programs:** The Commissioner serves *ex officio* to all NAGAAA Programs.  
 1874

1875 **110.27 Committees:** The Commissioner serves *ex officio* in all NAGAAA Committees and is the designated  
 1876 liaison of the Board to the Hall of Fame and Archives Program committees.  
 1877

### 1878 SECTION 3 – DIRECTOR OF COMPETITION

1879  
 1880 **110.30 Officer Title: Director of Competition**  
 1881

1882 **110.31 Responsibilities:** The Director of Competition is responsible and accountable for the following  
 1883 objectives, tasks, roles, and duties:

- 1884 a. Competition: The NAGAAA ratings, rules of fair play, protests, and other relevant issues of the game.  
 1885 b. Leadership: The Director of Competition is responsible for maintaining a working relationship with the  
 1886 Commissioner and other officers and knowledge of the mission and vision of this organization.  
 1887

1888 **110.32 Duties:** In fulfilling the responsibilities of office, the Director of Competition shall perform the following  
 1889 duties:

- 1890 a. Oversee operation of the NAGAAA roster and player database.  
 1891 b. Oversee the NAGAAA rating system.  
 1892 c. Attend all board meetings and other meetings necessary for the operation of the organization.  
 1893 d. Maintain an acute working knowledge of the issues pertaining to NAGAAA.  
 1894 e. Provide leadership support and advice to the officers and leaders of this organization.  
 1895 f. Attend GSWS.  
 1896 g. Other duties as prescribed by the governing documents of this organization.  
 1897 h. Other duties as determined by the Commissioner and/or the Board of Directors.  
 1898

1899 **110.33 Knowledge, Skills, and Abilities:** The Director of Competition should demonstrate understanding and  
 1900 competence in the following knowledge, skills, and abilities:

- 1901 a. Effective communication including facilitating group discussions and oral and written skills.  
 1902 b. Management of people.  
 1903 c. Policy and process development.  
 1904 d. Diplomatic Skills.  
 1905 e. Problem solving ability, including technology awareness for emerging solutions.  
 1906 f. Prioritize competing interests and goals, manage time to ensure successful completion of all work  
 1907 assignments and engage constituents to acquire feedback and insights.  
 1908 g. Maintain a thorough understanding of the NAGAAA Rating System, the Protest Process Protocols, USA  
 1909 Softball rules, NAGAAA's Delegate Toolkit and online tools.

1910 **110.34 Time and Financial Commitment:** The Director of Competition should be prepared to dedicate significant  
 1911 amounts of time to the administration and execution of NAGAAA sanctioned tournaments, including significant  
 1912 time apart from family, relationships, and work during those periods. The Director of Competition must have the  
 1913 ability to travel. Attendance at and work for this organization will consume roughly 1,500-2,000 hours per calendar  
 1914 year.

1915  
 1916 **110.35 Benefits:** The benefits of this office include travel opportunities across North America, operating and  
 1917 administering the largest LGBTQ+ single sport week-long event in the world, increased networking opportunities  
 1918 with other athletic organizations, commercial enterprises, and non-profit organizations, interaction and leadership  
 1919 with an international organization, refining and sharpening of management and organizational skills, and  
 1920 development of life-long and rewarding relationships with LGBTQ+ leaders and athletes.

1921  
 1922 **110.36 Programs:** The Director of Competition is not assigned to any program but assists as requested and  
 1923 able.

1924  
 1925 **110.37 Committees:** The Director of Competition is the designated liaison of the Board to the Competition  
 1926 committee.

## 1927 SECTION 4 – SECRETARY

1928  
 1929  
 1930 **110.40 Officer Title:** Secretary

1931  
 1932 **110.41 Responsibilities:** The Secretary is responsible and accountable for the following objectives, tasks, roles,  
 1933 and duties:

- 1934 a. **Governing Documents:** The Secretary shall maintain, update, and record all governing documents and  
 1935 official actions of this organization, including the minutes and action of the Council and Board of  
 1936 Directors.
- 1937 b. **Communication:** The Secretary shall maintain and execute all official internal communications to the  
 1938 member associations, council, committee chairs, and other relevant parties.
- 1939 c. **Marketing/Brand:** The Secretary shall ensure the organization’s website and social media are updated and  
 1940 maintained.

1941  
 1942 **110.42 Duties:** In fulfilling the responsibilities of office, the Secretary shall perform the following duties:

- 1943 a. Maintain and utilize an email system for all levels of administration.
- 1944 b. Record and develop minutes from council meetings.
- 1945 c. Update and manage Governing Manual.
- 1946 d. Collect member association information that is beneficial to the Board of Directors including: Officer  
 1947 Positions, tournament information, Voting Representative declaration, USA Softball membership of  
 1948 teams.
- 1949 e. Coordinate order of Board shirts with NAGAAA Apparel Vendor.
- 1950 f. Facilitate Host Hotel blocks for all meetings under the direction of the Commissioner.
- 1951 g. Communicate and interact with voting representatives and member associations.
- 1952 h. Distribute constituent emails received from NAGAAA website to appropriate officer for response.
- 1953 i. Facilitate any necessary filings of administrative changes for NAGAAA that occur.
- 1954 j. Manage NAGAAA social media outlets.
- 1955 k. Manage Survey Monkey account.
- 1956 l. Collect USA Softball proof for teams participating in GSWS and NAGAAA Cup.
- 1957 m. Produce necessary documents for meetings.
- 1958 n. Maintain a history of NAGAAA documentation through Google Drive.
- 1959 o. Participate in Board Conference Calls and Council Meetings.
- 1960 p. Assist w/preparation for Council Meetings.
- 1961 q. Develop and implement a marketing plan for expanding awareness and elevating the NAGAAA brand to all  
 1962 audiences internal and external.

- 1963 r. Prepare and distribute press releases and marketing communications that promote NAGAAA's brand and  
 1964 our events.  
 1965 s. Oversee all NAGAAA social media (Facebook, Twitter, Instagram, etc.).  
 1966 t. Update and maintain the NAGAAA website.  
 1967 u. Provide support to Board members as requested.  
 1968 v. Attend GSWS.  
 1969 w. Assist w/GSWS (as assigned by Athletic Director).  
 1970 x. Other duties as prescribed by the governing documents of this organization.  
 1971 y. Other duties as determined by the Commissioner and/or the Board of Directors.

1972  
 1973 **110.43 Knowledge, Skills, and Abilities:** The Secretary should demonstrate understanding and competence in  
 1974 the following knowledge, skills, and abilities:

- 1975 a. Good communications skills.  
 1976 b. Able to speak in front of large groups.  
 1977 c. Good organizational skills.  
 1978 d. Basic computer knowledge.  
 1979 e. Advanced knowledge of Email, Google Drive, and Microsoft Office.  
 1980 f. Ability to travel.

1981  
 1982 **110.44 Time and Financial Commitment:** The Secretary should be prepared to dedicate significant amounts of  
 1983 time to the administration and execution of the duties of the office, including significant time apart from family,  
 1984 relationships, and work. The Secretary must have the ability to travel. Attendance at and work for this organization  
 1985 will consume roughly 800-1,000 hours per calendar year.

1986  
 1987 **110.45 Benefits:** The benefits of this office include travel opportunities across North America, interaction and  
 1988 leadership with an international organization and its members, refining and sharpening of management and  
 1989 organizational skills, and development of life-long and rewarding relationships with LGBTQ+ leaders and athletes.

1990  
 1991 **110.46 Programs:** The Secretary is not assigned to any program but assists as requested and able.

1992  
 1993 **110.47 Committees:** The Secretary is the designated liaison of the Board to the Marketing Communications and  
 1994 Governance committees.

1995  
 1996 **SECTION 5 – TREASURER**

1997  
 1998 **110.50 Officer Title:** Treasurer

1999  
 2000 **110.51 Responsibilities:** The Treasurer is responsible and accountable for the following objectives, tasks, roles,  
 2001 and duties:

- 2002 a. Account and Investment management  
 2003 b. Financial transaction oversight  
 2004 c. Budget development and compliance  
 2005 d. Financial Policies development and compliance  
 2006 e. Reporting of fiscal status

2007  
 2008 **110.52 Duties:** In fulfilling the responsibilities of office, the Treasurer shall perform the following duties:

- 2009 a. Selection and designation of financial institutions  
 2010 b. Creating and serving as legal signatory on checks  
 2011 c. Managing investments of excess and reserve funds  
 2012 d. Ensure the organizations financial activities are in compliance with G.A.A.P. (Generally Accepted  
 2013 Accounting Principles) and IRS code pertaining to 501c3 status of the organization  
 2014 e. Be knowledgeable about who has access to the organization's funds  
 2015 f. Be knowledgeable of any outstanding bills or debts owed

- 2016 g. Develop systems for keeping cash flow manageable
- 2017 h. Develop the annual budget as well as comparing the actual revenues and expenses incurred against the
- 2018 budget.
- 2019 i. Overseeing the development of and compliance with the organization's financial policies.
- 2020 j. Report regularly to the Board of key financial events, trends, concerns, and assessment of fiscal health
- 2021 k. Complete required financial reporting forms in a timely fashion and report said to the board
- 2022 l. Provide support to Board members as requested.
- 2023 m. Attend GSWS.
- 2024 n. Assist w/GSWS (as assigned by Athletic Director).
- 2025 o. Other duties as prescribed by the governing documents of this organization.
- 2026 p. Other duties as determined by the Commissioner and/or the Board of Directors.
- 2027

2028 **110.53 Knowledge, Skills, and Abilities:** The Treasurer should demonstrate understanding and competence in  
 2029 the following knowledge, skills, and abilities:

- 2030 a. Financial literacy
- 2031 b. General accounting knowledge
- 2032 c. Attention to detail
- 2033 d. Timeliness in completing tasks
- 2034 e. Neat and accurate record keeping
- 2035 f. Willingness to ask questions
- 2036 g. Trustworthiness
- 2037

2038 **110.54 Time and Financial Commitment:** The Treasurer should be prepared to dedicate significant amounts of  
 2039 time to the administration and execution of the duties of the office, including significant time apart from family,  
 2040 relationships, and work. The Treasurer must have the ability to travel. Attendance at and work for this organization  
 2041 will consume roughly 2,000-2,500 hours per calendar year.

2042  
 2043 **110.55 Benefits:** The benefits of this office include travel opportunities across North America, interaction and  
 2044 leadership with an international organization and its members, refining and sharpening of management and  
 2045 organizational skills, and development of life-long and rewarding relationships with LGBTQ+ leaders and athletes.

2046  
 2047 **110.56 Programs:** The Treasurer is not assigned to any program but assists as requested and able.

2048  
 2049 **110.57 Committees:** The Treasurer is the designated liaison of the Board to the Finance committee.

## 2050 SECTION 6 – BUSINESS DEVELOPMENT

2051  
 2052  
 2053 **110.60 Officer Title:** Business Development

2054  
 2055 **110.61 Responsibilities:** The Business Development Officer is responsible and accountable for the following  
 2056 objectives, tasks, roles, and duties:

- 2057 a. Financial/In-Kind Support: The Business Development officer shall build and maintain long-term business  
 2058 relationships with organizations who can, financially or in-kind, affect the bottom line of the  
 2059 organization's annual projected budget and offset expenses through revenue.
- 2060 b. Marketing/Brand: The Business Development officer shall ensure the organization's brand is elevated, and  
 2061 the organization's presence in the print media is positive and proactive.
- 2062

2063 **110.62 Duties:** In fulfilling the responsibilities of office, the Business Development officer shall perform the  
 2064 following duties:

- 2065 a. Develop and implement a strategic plan for obtaining one-time sponsorships and long-term  
 2066 partnerships at the NAGAAA level and act as an advisor to the GSWS host committee(s) on all things  
 2067 pertaining to local/GSWS sponsorships.
- 2068 b. Create a partnership packet that effectively communicates the value that can be gained from being a

- 2069 partner with NAGAAA and levels of partnerships.
- 2070 c. Coordinate requests for proposals (RFP's) for vendors and other third-party service providers when
- 2071 requested.
- 2072 d. Prepare contracts for corporate, in-kind and external vendor relationships.
- 2073 e. Provide oversight for partner brand activation, including materials, signage and advertising, onsite
- 2074 vendor placement and promotion, reporting results (ROI) to the brand teams.
- 2075 f. Conduct ongoing marketing and demographic surveys to elevate the "value" of NAGAAA to our current
- 2076 and potential sponsors and partners.
- 2077 g. Act as an advisor to member associations on all things business development, including the development
- 2078 of leads for member associations.
- 2079 h. Maintain the integrity of the NAGAAA brand.
- 2080 i. Act as an advisor to member associations on all things business development, including the development
- 2081 of leads for member associations.
- 2082 j. Attend GSWS.
- 2083 k. Assist with the GSWS (as assigned by Athletic Director).
- 2084 l. Other duties as prescribed by the governing documents of this organization.
- 2085 m. Other duties as determined by the Commissioner and/or the Board of Directors.
- 2086

2087 **110.63 Knowledge, Skills, and Abilities:** The Business Development officer should demonstrate understanding

2088 and competence in the following knowledge, skills, and abilities:

- 2089 a. Strong communications skills.
- 2090 b. Design and branding experience.
- 2091 c. Able to forge a relationship with print publications and media.
- 2092 d. Experience with project management software (Trello, Huddle and/or Excel).
- 2093 e. Cloud storage knowledge (Dropbox and/or Google Drive).
- 2094 f. Knowledge of social media channels, including Hootsuite.
- 2095 g. Strong marketing and communications skills (Word/PPT).
- 2096 h. Sales/development background and presentation (PPT).
- 2097 i. Online meeting platforms (FreeConferenceCall.com).
- 2098 j. Research and trend analysis (Internet, Google Analytics, Grant Station and/or Survey Monkey).
- 2099

2100 **110.64 Time and Financial Commitment:** The Business Development officer should be prepared to dedicate

2101 significant amounts of time to the administration and execution of the duties of the office, including significant

2102 time apart from family, relationships, and work. The Business Development officer must have the ability to travel.

2103 Attendance at and work for this organization will consume roughly 400-800 hours per calendar year.

2104

2105 **110.65 Benefits:** The benefits of this office include travel opportunities across North America, interaction and

2106 leadership with an international organization and its members, the reward of assisting member associations with

2107 marketing, PR, and sponsorship ideas, development of sales, contract negotiation and communication skills, and

2108 development of life-long and rewarding relationships with LGBTQ+ leaders and athletes.

2109

2110 **110.66 Programs:** The Business Development officer is not assigned to any program but assists as requested

2111 and able.

2112

2113 **110.67 Committees:** The Business Development officer is the designated liaison of the Board to the

2114 Sponsorship committee.

2115

## 2116 SECTION 7 – OPERATIONS DIRECTOR

2117

2118 **110.70 Officer Title:** Operations Director

2119

2120 **110.71 Responsibilities:** The Operations Director is responsible and accountable for the following objectives,

2121 tasks, roles, and duties:

- 2122 a. Governance Duties: The Operations Director shall prioritize, execute, and be accountable for the  
2123 fulfillment of the duties of this organization to its members as a body corporate.
- 2124 b. Communications: The Operations Director shall maintain and execute all official internal  
2125 communications to the Board of Directors.
- 2126 c. Administrative Duties: The Operations Director shall prioritize, execute, and be accountable for the  
2127 fulfillment of all administrative and logistical duties including adherence to legal standards and ethical  
2128 norms.
- 2129 d. Leadership Accountability: The Operations Director shall facilitate project management and  
2130 accountability systems for the duties and responsibilities of the Board of Directors, Committee chairs,  
2131 and other leaders within this organization.
- 2132 e. Membership: The Operations Director shall field and answer constituent matters from existing and  
2133 potential member associations in conjunction with committee assigned membership duties.

2134  
2135 **110.72 Duties:** In fulfilling the responsibilities of office, the Operations Director shall perform the following  
2136 duties:

- 2137 a. Under the oversight of the Commissioner, guide the general operations of the NAGAAA Board and the  
2138 organization.
- 2139 b. Attend all board meetings and other meetings necessary for the operation of the organization.
- 2140 c. In conjunction with the Commissioner, set meeting dates, prepare agendas, and review meeting materials  
2141 prior to meetings.
- 2142 d. Coordinate all logistical duties and planning details for Council, Board, and committee meetings and  
2143 corporate activities.
- 2144 e. Coordinate and partner with the Treasurer and Commissioner to create a proposed annual budget.
- 2145 f. Maintain an acute working knowledge of the issues pertaining to NAGAAA.
- 2146 g. Facilitate any necessary filings of administrative changes for NAGAAA that occur.
- 2147 h. Implement project management and accountability systems for this organization.
- 2148 i. Appoint project teams as necessary for the completion of projects and tasks.
- 2149 j. Provide reports to the Board of Directors and leadership on status of projects/duties/tasks.
- 2150 k. Provide leadership support and advice to the officers and leaders of this organization.
- 2151 l. Receive board candidate nominations.
- 2152 m. Arrange for background checks of candidates who accept nomination.
- 2153 n. Attend GSWS and assist as requested by the Athletic Director.
- 2154 o. Other duties as prescribed by the governing documents of this organization.
- 2155 p. Other duties as determined by the Commissioner and/or the Board of Directors.
- 2156 q. Aid the committee assigned membership duties in communication with existing and potential new  
2157 member associations.
- 2158 r. Collect and maintain executed contracts.
- 2159 s. Maintain template of Partnership Agreement.
- 2160 t. Facilitate systems/processes for how the Board executes collaborative duties including monthly to-do  
2161 lists.

2162  
2163 **110.73 Knowledge, Skills, and Abilities:** The Operations Director should demonstrate understanding and  
2164 competence in the following knowledge, skills, and abilities:

- 2165 a. Proficiency and understanding of the Governing Manual, NAGAAA operations, and other relevant  
2166 governing and administrative applications for this organization.
- 2167 b. Good communications skills, including written and oral skills.
- 2168 c. Project management experience and demonstrable skills
- 2169 d. Ability to work cooperatively with others.
- 2170 e. Dispute resolution skills.
- 2171 f. Good organization skills.
- 2172 g. Ability to travel.
- 2173 h. Commitment to the mission and vision of the organization.



2174 **110.74 Time and Financial Commitment:** The Operations Director should be prepared to dedicate significant  
 2175 amounts of time to the planning and execution of the strategic vision for this organization, including significant  
 2176 time apart from family, relationships, and work. The Operations Director must have the ability to travel.  
 2177 Attendance at and work for this organization will consume roughly 2,000 – 2,500 hours per calendar year.

2178  
 2179 **110.75 Benefits:** The benefits of this office include travel opportunities across North America, increased  
 2180 networking opportunities with other athletic organizations, commercial enterprises, and non-profit organizations,  
 2181 interaction and leadership with an international organization, refining and sharpening of management and  
 2182 organizational skills, and development of life-long and rewarding relationships with LGBTQ+ leaders and athletes.

2183  
 2184 **110.76 Programs:** The Operations Director is not assigned to any program but assists as requested and able.

2185  
 2186 **110.77 Committees:** The Operations Director serves *ex officio* in all NAGAAA Committees for the purposes of  
 2187 logistics and administrative board direction and is the designated liaison of the Membership committee.

2188  
 2189 **SECTION 8 – ATHLETIC DIRECTOR**

2190  
 2191 **110.80 Officer Title:** Athletic Director

2192  
 2193 **110.81 Responsibilities:** The Athletics Director is responsible and accountable for the following objectives,  
 2194 tasks, roles, and duties:

- 2195 a. Athletics: The Athletic Director shall have responsibility for the planning, preparation, and  
 2196 operation of NAGAAA sanctioned tournaments with emphasis on the rules of the game, official  
 2197 tournament operations communications, tournament registration, tournament discipline, game  
 2198 equipment and other relevant issues of the game.  
 2199 b. Communication: The Athletic Director is responsible to ensure that communication pertaining  
 2200 to NAGAAA sanctioned tournaments accurately conveys requirements, deadlines and processes that  
 2201 facilitate member city participation.  
 2202 c. Leadership: The Athletic Director is responsible for maintaining a working relationship with  
 2203 the Commissioner and other officers and knowledge of the mission and vision of this organization.

2204  
 2205 **110.82 Duties:** In fulfilling the responsibilities of office, the Athletic Director shall perform the following duties:

- 2206 a. Manage the operations team for each NAGAAA sanctioned tournament including but not  
 2207 limited to the UIC, Assistant Athletic Directors, Athletics Committee Members, Board Members, Host City  
 2208 Committee Members and Host City Volunteers.  
 2209 b. Oversee successful operation of the NAGAAA Cup and GSWS including working with the  
 2210 Commissioner to certify bids for the NAGAAA Cup and GSWS.  
 2211 c. Prepare communications for the member associations related to NAGAAA event issues.  
 2212 d. Attend all board meetings and other meetings necessary for the operation of the organization.  
 2213 E. Serve as co-signer of NAGAAA checking account.  
 2214 f. Provide advice and knowledge to the Treasurer on the fiscal conditions and cash flow of sanctioned  
 2215 tournament for the preparation of the budget.  
 2216 g. Maintain an acute working knowledge of the issues pertaining to NAGAAA.  
 2217 h. Provide leadership support and advice to the officers and leaders of this organization.  
 2218 i. Attend GSWS and NAGAAA Cup.  
 2219 J. Other duties as prescribed by the governing documents of this organization.  
 2220 K. Other duties as determined by the Commissioner and/or the Board of Directors.

2221  
 2222 **110.83 Knowledge, Skills, and Abilities:** The Athletics Director should demonstrate understanding and  
 2223 competence in the following knowledge, skills, and abilities:

- 2224 a. Effective communication including facilitating group discussions and oral and written skills.  
 2225 b. Management of people.

- 2226 c. Policy and process development.  
 2227 d. Diplomatic Skills.  
 2228 e. Problem solving ability, including technology awareness for emerging solutions.  
 2229 f. Prioritize competing interests and goals, manage time to ensure successful completion of all  
 2230 work assignments and engage constituents to acquire feedback and insights.  
 2231 g. Maintain a thorough understanding of the NAGAAA Rules of Play, Bracket and Game  
 2232 Scheduling, USA Softball rules and registration requirements.  
 2233

2234 **110.84 Time and Financial Commitment:** The Athletics Director should be prepared to dedicate significant  
 2235 amounts of time to the administration and execution of the duties of the office, including significant time apart  
 2236 from family, relationships, and work. The Athletic Director must have the ability to travel. Attendance at and  
 2237 work for this organization will consume roughly 1,500 – 2,000 hours per calendar year.  
 2238

2239 **110.85 Benefits:** The benefits of this office include travel opportunities across North America, operating  
 2240 and administering the largest LGBTQ+ single sport week-long event in the world, increased networking  
 2241 opportunities with other athletic organizations, commercial enterprises, and non-profit organizations,  
 2242 interaction and leadership with an international organization, refining and sharpening of management  
 2243 and organizational skills, and development of life-long and rewarding relationships with LGBTQ+ leaders  
 2244 and athletes.  
 2245

2246 **110.86 Programs:** The Athletics Director is not assigned to any program but assists as requested and able.  
 2247

2248 **110.87 Committees:** The Athletic Director is the designated liaison of the Board to the Athletics  
 2249 committee and the GSWS Operations team.  
 2250

## 2251 **CHAPTER 111 – JOB DESCRIPTIONS OF THE APPOINTED OFFICERS OF THE BOARD OF DIRECTORS AND THIS** 2252 **ORGANIZATION** 2253

2254 **111.01 Jurisdiction.** This chapter shall be the jurisdiction of the Board of Directors and amended by majority at  
 2255 any board meeting.  
 2256

2257 **111.02 Purpose and Authority.** The purpose of this program is to list, detail, and report the job descriptions of all  
 2258 appointed, non-voting Officers of the Board and Organization  
 2259

### 2260 **SECTION 1 – EMERITUS ADVISORY COUNCIL** 2261

2262 **111.10 Officer Title:** Emeritus Advisory Council  
 2263

2264 **111.11 Responsibilities:** The Emeritus Advisory Council is an advisory council of previous board members to act  
 2265 as an advisor to the current Board of Directors in matters relating to the organization and for procedural  
 2266 questions during policy development.  
 2267

2268 **111.12 Time and Financial Commitment:** The Emeritus Advisory Council should be prepared to dedicate  
 2269 moderate amounts of time to the duties of the office. The Emeritus Advisory Council must have the ability to travel  
 2270 (when applicable). Attendance at and work for this organization will consume roughly 100-200 hours per calendar  
 2271 year.  
 2272

2273 **111.13 Benefits:** The benefits of this office include travel opportunities across North America, interaction and  
 2274 leadership with an international organization and its members, and development of life-long and rewarding  
 2275 relationships with LGBTQ+ leaders and athletes.  
 2276

2277 **111.14 Programs:** The Emeritus Advisory Council is not assigned to any NAGAAA program.

2278 **111.15 Committees:** The Emeritus Advisory Council serves all committees at the request of the Commissioner.  
 2279

2280 **SECTION 2 – PARLIAMENTARIAN**  
 2281

2282 **111.20 Officer Title:** Parliamentarian  
 2283

2284 **111.21 Responsibilities:** The Parliamentarian is an advisor to the Commissioner during the conduct of meetings  
 2285 and to the Board of Directors and committees in matters relating to the governance of this organization and for  
 2286 procedural questions during policy development.  
 2287

2288 **111.22 Duties:** In fulfilling the responsibilities of office, the Parliamentarian shall perform the following duties:  
 2289

- 2290 a. Attend Council Meetings.
- 2291 b. Attend Board of Directors meetings and calls as required.
- 2292 c. Interpret enacted policy.
- 2293 d. Provide advice to the chair of the Council and committee chairs.
- 2294 e. Rule on matters of parliamentary law and procedural practice.
- 2295 f. Draft policy as required.
- 2296 g. Communicate with member associations on behalf of the Commissioner and/or Board of Directors.

2297 **111.23 Knowledge, Skills, and Abilities:** The Parliamentarian should demonstrate understanding and  
 2298 competence in the following knowledge, skills, and abilities:

- 2299 a. Mastered proficiency in parliamentary law, Robert’s Rules of Order, Wisconsin Corporate Law, Internal  
 2300 Revenue Code, and other prevailing governance statutes.
- 2301 b. Excellent proficiency and understanding of the Governing Manual and NAGAAA operations.
- 2302 c. Good communications skills, including written and oral skills.
- 2303 d. Ability to work cooperatively with others.
- 2304 e. Dispute resolution skills.
- 2305 f. Good organization skills.
- 2306 g. Ability to travel.

2307  
 2308 **111.24 Time and Financial Commitment:** The Parliamentarian should be prepared to dedicate moderate  
 2309 amounts of time to the duties of the office. The Parliamentarian must have the ability to travel. Attendance at and  
 2310 work for this organization will consume roughly 100-200 hours per calendar year.  
 2311

2312 **111.25 Benefits:** The benefits of this office include travel opportunities across North America, interaction and  
 2313 leadership with an international organization and its members, and development of life-long and rewarding  
 2314 relationships with LGBTQ+ leaders and athletes.  
 2315

2316 **111.26 Programs:** The Parliamentarian is not assigned to any NAGAAA program.  
 2317

2318 **111.27 Committees:** The Parliamentarian serves all committees *ex officio* at the request of the Commissioner.  
 2319

2320 **CHAPTER 115 – NOMINATION PROCESS FOR CANDIDATES FOR THE BOARD OF DIRECTORS**  
 2321

2322 **115.01 Jurisdiction:** This chapter shall be the jurisdiction of the Board of Directors and amended by majority at  
 2323 any board meeting.  
 2324

2325 **115.02 Purpose and Authority:** The purpose of this policy is to provide a process and parameters for nomination  
 2326 of candidates to the Board of Directors of this organization. The authority for this policy is granted in 2.08 of the  
 2327 Governing Manual.  
 2328

2329 **115.03 Nomination Process Oversight:** The Operations Director shall be responsible for oversight of this  
 2330 nomination process and ensuring that appropriate actions are taken by this organization, its vendors, and

2331 volunteers to comply with and implement this policy. In the event that the Operations Director shall be a  
 2332 candidate for any office in the nomination period, a member of the Board of Directors chosen by the board whom  
 2333 is not a nominee shall replace the Operations Director for responsibility of the process. This replacement official  
 2334 shall be empowered and required to perform all acts designated to the Operations Director as listed in this  
 2335 chapter.

2336  
 2337 **115.04 Nomination Period and Notice:** On the day of the adjournment of the Summer Meeting of the Council,  
 2338 the Secretary shall, in writing, inform the members of the Council of the opening of the nomination period for  
 2339 candidates to the Board of Directors. The Operations Director shall instruct the appropriate person or persons to  
 2340 open the on-line nomination form on this same day. The nomination period shall remain open until 11:59 PM PST  
 2341 of the forty-fifth (45) day preceding the next Winter Meeting.

2342  
 2343 **115.05 Nominator and Nominee Eligibility:** Nominations may be only made by the members of the Council. This  
 2344 includes only one (1) voting representative from each member association and the voting members of the Board of  
 2345 Directors. Nominations from any other person, including, but not limited to committee chairs, guests of the  
 2346 council, member association players or officers, or NAGAAA volunteers are not legal and shall not be considered by  
 2347 this organization. Any person in good standing in NAGAAA, regardless of any membership or activity level may be  
 2348 nominated for the Board of Directors.

2349  
 2350 **115.06 Required Information:** Nominators are required to provide the following information in the nomination:

- 2351 a. Nominator First and Last Name
- 2352 b. Nominator Phone
- 2353 c. Nominator Email
- 2354 d. Nominee First and Last Name
- 2355 e. Nominee Address, including City, State, and Zip
- 2356 f. Nominee Phone
- 2357 g. Nominee Email
- 2358 h. Nominee Member Association Affiliation (if any)
- 2359 i. Office Nominated For

2360  
 2361 **115.07 Consent to Nomination:** The Operations Director shall notify any person nominated of the nomination in  
 2362 writing and provide all needed biographical and consent forms following the close of the nomination period. Any  
 2363 person nominated for office and whom is eligible to that office shall consent in writing, in the form and manner  
 2364 provided for by the Board of Directors, to accept the nomination, to agree to and abide by the Board Member  
 2365 Expectations if so elected, and to undergo the mandatory background check process as appropriate. This consent  
 2366 shall be delivered to nominee via electronic mail and shall be returned to the Operations Director by the nominee  
 2367 by the thirtieth (30) day preceding the Winter Meeting. Any consent not signed nor completed fully shall constitute  
 2368 a non-consent to the nomination. Any nominee desiring to not consent to nomination is requested to make such a  
 2369 declaration in writing to the Operations Director via electronic mail at the earliest possible date. Upon the deadline  
 2370 for this consent or declination of nomination to be submitted, the Operations Director shall inform the Board of  
 2371 Directors of the list of nominees for each office, which shall be considered candidates for that office henceforth  
 2372 until the election is completed.

2373

## 2374 **CHAPTER 116 – BACKGROUND CHECK POLICY FOR CANDIDATES FOR THE BOARD OF DIRECTORS**

2375

2376 **116.01 Jurisdiction:** This chapter shall be the jurisdiction of the Board of Directors and amended by majority at  
 2377 any board meeting.

2378

2379 **116.02 Purpose and Authority:** The purpose of this policy is to provide a policy and process governing the  
 2380 background check of candidates for candidates to the Board of Directors of this organization. Nothing in this policy  
 2381 shall be construed to bar the election of any candidate that the Council may choose to elect. The authority for this  
 2382 policy is granted in 2.08 of the Governing Manual.

2383

2384 **116.03 Background Process Oversight:** A member, herein the “designee”, of the Board of Directors shall be  
 2385 designated by the Board and be responsible for oversight of this background check policy and process and ensuring  
 2386 that appropriate actions are taken by this organization, its vendors, and volunteers to comply with and implement  
 2387 this policy.  
 2388

2389 **116.04 Required Checks and Applicability:** Any person, regardless of office or incumbency, who has consented to  
 2390 be a candidate for office shall be subject to a criminal felony background check through a county criminal search  
 2391 and a national criminal search. Additionally, any person, regardless of office or incumbency, who has consented to  
 2392 their nomination for a specific office which has financial signatory powers as designated by the Board of Directors  
 2393 (currently the Commissioner, Operations Director, and Treasurer) shall be subject to a civil process check of  
 2394 bankruptcy actions of any kind (ex: Ch. 7, Ch. 11, etc.) in the preceding one (1) year from the date of the  
 2395 background check.  
 2396

2397 **116.05 Process Considerations:** The designee shall ensure that the required background checks are performed by  
 2398 the vendor and collect the report from the vendor. Should there be a record of a felony conviction or a bankruptcy  
 2399 within the last year on a candidate(s) for fiscal signatory offices, the designee shall inform the Commissioner of this  
 2400 record. If the Commissioner is a nominee for the office for which a nominee has a record of this activity, the  
 2401 designee shall inform the next non-elected Board member of this record. The designee and Commissioner, or next  
 2402 non-elected Board member, shall together engage the nominee in conversation regarding the circumstances of the  
 2403 record and inform the nominee of the duty to disclose this information to the Council prior to election if so  
 2404 determined. It shall be the decision, jointly, of the designee and Commissioner, or next non-elected Board  
 2405 member, to determine if the record must be disclosed.  
 2406

2407 **116.06 Duty to Disclose:** It is the duty of the Board of Directors to disclose the record in question of any nominee  
 2408 if so decided by the designee and Commissioner, or next non-elected Board member. This disclosure shall be made  
 2409 by the designee to the Council prior to any election for that office and the nominee shall be afforded the  
 2410 opportunity to provide context and/or personal disclosure of the record prior to the disclosure by the designee.  
 2411 The act of disclosure by the Board shall be conducted appropriately conveying only known facts, honoring the  
 2412 dignity of all persons involved, and without personal comment or opinion as the nature of the record.  
 2413

2414 **116.07 Nomination Declined at Any Time:** Any nominee may decline their nomination to office at any time,  
 2415 including after consenting to the nomination, in writing to the designee. Such a declination shall immediately halt  
 2416 any background check or disclosure.  
 2417

2418 **116.08 Records Confidential:** The records received by this organization as a result of this policy shall be strictly  
 2419 confidential and destroyed immediately after the election for which they have been obtained is completed and a  
 2420 nominee elected.  
 2421

## 2422 **CHAPTER 200 – REGULAR SEASON ROSTER SUBMISSION POLICY**

2423  
 2424 **200.01 Jurisdiction:** This chapter shall be the jurisdiction of the Board of Directors and amended by majority at  
 2425 any board meeting.  
 2426

2427 **200.02 Purpose and Authority:** The purpose of this chapter is to list the requirements for submission of the  
 2428 regular season rosters. The authority for this program is found in 20.10 of the Governing Manual.  
 2429

2430 **200.03 Submission of the Rosters:** Each member association shall submit, by the deadline listed in Chapter 70,  
 2431 the following information for each team and each player in the member association’s qualifying season, excluding  
 2432 players who played in that association in a non-qualifying status. The Commissioner or highest elected leadership  
 2433 of each member association is responsible for ensuring that this expectation of NAGAAA membership is met.

2434 a. Teams: Each team of the regular qualifying season shall be reported by its known name and shall report  
 2435 its manager and their contact information.

- 2436 b. Rosters: Each player of a team shall be reported on the player’s team roster and be identified by the  
 2437 player’s preferred first name, legal last name as it appears on a government issued identification and their  
 2438 birthyear (yyyy)  
 2439 c. Ratings: Each player shall have the rating assigned by the member association submitted along with the  
 2440 regular season roster. No rating for any player may be changed in any way at any time by any association  
 2441 following the deadline listed in Chapter 70.  
 2442

2443 **200.04 Manner of Submission:** The regular season rosters shall be submitted through the NAGAAA delegate  
 2444 toolkit. Member associations are encouraged to begin this process of submission well in advance of the deadline  
 2445 and seek the assistance of the Director of Competition for help in entering this data. Any entry made into the  
 2446 toolkit may be revised at any time without penalty before the deadline for submission of the rosters.  
 2447

2448 **200.05 Sanctions:** All sanctions for errors, omissions, or failure to comply with the required submission of rosters  
 2449 shall be listed in Chapter 70.  
 2450

## 2451 **CHAPTER 250 – INELIGIBLE PLAYER ROSTER AND POLICY**

2452  
 2453 **250.01 Jurisdiction:** This chapter shall be the jurisdiction of the Board of Directors and amended by majority at  
 2454 any board meeting.  
 2455

2456 **250.02 Purpose and Authority:** The purpose of this chapter is to codify the responsibilities for the ineligible  
 2457 player list (formerly the banned player list) and create standard definitions for use. The authority for this program  
 2458 is found in 4.01 of the Governing Manual.  
 2459

2460 **250.03 Definitions:** The following definitions apply to this chapter and the Governing Manual in their plain  
 2461 meaning:

- 2462 a. **Good-Standing:** A member is in “good-standing” when they are not suspended or expelled from  
 2463 participation in NAGAAA sanctioned events by action of the Council or for failure to meet all financial  
 2464 requirements.  
 2465

2466 **250.04 Maintenance of the Ineligible List:** Following any action which would require any person to be placed on  
 2467 the ineligible list, the Director of Competition shall report the information listed in this section to the Webmaster  
 2468 who shall update the list accordingly. The Webmaster shall maintain the ineligible list in a secure area of the  
 2469 NAGAAA delegate toolkit with access controlled as authorized by the Director of Competition. The Webmaster  
 2470 shall cause the list to be updated when a player is removed from suspension or expulsion and keep archived all  
 2471 information from the list on the player so removed.

- 2472 a. **Information to be collected:** This information is needed for each person placed on the ineligible list; full  
 2473 legal name of the person, date of suspension or expulsion, member association of the person (as  
 2474 available), period of suspension or expulsion, and reason for suspension or expulsion.  
 2475

## 2476 **CHAPTER 300 – GSWS TOURNAMENT ROSTER SUBMISSION POLICY**

2477  
 2478 **300.01 Jurisdiction:** This chapter shall be the jurisdiction of the Board of Directors and amended by majority at  
 2479 any board meeting.  
 2480

2481 **300.02 Purpose and Authority:** The purpose of this chapter is to list the requirements for submission of rosters to  
 2482 NAGAAA. The authority for this program is found in 20.13 – 20.18 of the Governing Manual.  
 2483

2484 **300.03 Submission of the Rosters:** Each member association shall submit by the deadline listed in Chapter 70 the  
 2485 following information for each team that it is entering in the Gay Softball World Series, excluding players who  
 2486 played in that association in a non-qualifying status. The Commissioner or highest elected leadership of each  
 2487 member association is responsible for ensuring that this expectation of NAGAAA membership is met.

- 2488 a. Teams: Each team shall be reported by its known name and shall report its manager and their contact  
 2489 information.  
 2490 b. Rosters: Each player of a team shall be reported on the player's team roster and be identified by the  
 2491 player's preferred first name, legal last name as it appears on a government issued identification. And  
 2492 their birthyear (yyyy)  
 2493

2494 **300.04 Manner of Submission:** The GSWS Tournament rosters shall be submitted through the NAGAAA delegate  
 2495 toolkit. Member associations are encouraged to begin this process of submission well in advance of the deadline  
 2496 and seek the assistance of the Director of Competition for help in entering this data. GSWS rosters may not be  
 2497 submitted after the deadline listed in Chapter 70.  
 2498

2499 **300.05 Classes Corrections/Changes:** There are created two (2) different classes of changes that may be made to  
 2500 a GSWS roster for which each class will have a corresponding different sanction or penalty.

- 2501 a. GSWS Administrative Changes: This class is defined as any correction to a rostered member's name or  
 2502 date of birth entry.  
 2503 b. GSWS Player Changes: This class is defined as any correction to a roster wherein a rostered member is  
 2504 deleted or added.  
 2505

2506 **300.06 Changes Prohibited:** The following changes to a GSWS roster are prohibited:

- 2507 a. Any change to a player's rating is a change to a regular season roster and is governed by Chapter 200. A  
 2508 player rating change following the deadline listed in Chapter 70 is prohibited.  
 2509 b. Following the submission of a GSWS roster, there can be no change made to that roster that would cause  
 2510 the team rating to increase above the team rating that was submitted before the deadline.  
 2511

2512 **300.07 USA Softball (ASA) Cards:** Every team that is entered in the GSWS must present a USA Softball (ASA)  
 2513 member card. Such cards may be purchased from local member associations or through NAGAAA. The Board of  
 2514 Directors shall publicize the manner of obtaining said cards to each member association. Cards are required by the  
 2515 deadline listed in Chapter 70.  
 2516

2517 **300.08 Entry Fees and Berth Reservations:** Each team must pay its entry fee by the deadline listed in Chapter 70.  
 2518 Member Associations must reserve berths in each division by the deadline listed in Chapter 70 and may cancel any  
 2519 berth reservation before the deadline listed in Chapter 70 for a full refund of fees paid.  
 2520

2521 **300.09 Sanctions:** All sanctions for errors, omissions, or failure to comply with the required submission of rosters  
 2522 shall be listed in Chapter 70 and clearly delineate the sanctions for each class of changes authorized in this section.  
 2523 Each correction of either class of correction shall be counted individually, and the sanction applied to each count.

- 2524 a. The Director of Competition and/or Commissioner may provide for exceptions to the deadlines and rules  
 2525 of the GSWS rosters without penalty on a case by case basis for the purposes of overcoming a hardship on  
 2526 the part of that team for circumstances that are beyond the natural control of the team and significantly  
 2527 impair or negate the ability of the team to participate in the GSWS. This rule shall be known as the  
 2528 "hardship rule".  
 2529

## 2530 **CHAPTER 305 – GSWS HOST HOTEL DEPOSIT AND REQUIREMENTS**

2531  
 2532 **305.01 Jurisdiction:** This chapter shall be the jurisdiction of the Board of Directors and amended by majority at  
 2533 any board meeting.  
 2534

2535 **305.02 Purpose and Authority:** The purpose of this policy is to establish the required number of room nights  
 2536 reserved per team for the GSWS, the amount of the required deposit, the deadline for payment of that deposit,  
 2537 and the process for reimbursement of the deposit and conditions thereof. The authority for this policy is granted in  
 2538 30.41 of the Governing Manual.  
 2539

2540 **305.03 Requirements of Teams:** Each team of any member association entering the GSWS shall provide a deposit  
 2541 payable to the Treasurer by a specified date determined by the board of directors and listed in the Master Dues,  
 2542 Fines, and Fees Schedule (Chapter 70). Each team paying such a deposit must occupy a room at the tournament  
 2543 rate and provide evidence of 15 room nights of occupation at a host hotel of the GSWS as designated by NAGAAA.  
 2544 This requirement is not in effect on any team whose member association is the host association for that year's  
 2545 GSWS or any member association's team who primary metropolitan area is within ninety (90) miles of the  
 2546 metropolitan area of the GSWS host member association.

2547  
 2548 **305.04 Evidence of Occupation of Rooms:** The Treasurer may determine that a member association has met the  
 2549 requirement of room nights by submission of receipts from the member association indicating that said rooms  
 2550 were occupied. These receipts must be submitted to the Treasurer via email or postal mail after the GSWS but no  
 2551 later than 30 days preceding the Winter Meeting immediately following the GSWS. In lieu of the submission of  
 2552 receipts, the Treasurer may make a determination that the requirement is met by utilizing a master list from the  
 2553 host hotel indicating that occupation of rooms occurred. The Treasurer shall notify each member association, via  
 2554 the Secretary, prior to the GSWS if receipts will be needed or if the host hotel shall provide a master list of room  
 2555 occupants.

2556  
 2557 **305.05 Reimbursement of Deposit:** The Treasurer shall return the appropriate deposit amount to each member  
 2558 association which has met the required number of room nights per team by check to the member association  
 2559 representative in attendance at the Winter Meeting following the GSWS.

#### 2560 **CHAPTER 331– GSWS UMPIRE SELECTION POLICY**

2561  
 2562  
 2563 **331.01 Jurisdiction:** This chapter shall be the jurisdiction of the Board of Directors and amended by majority at  
 2564 any board meeting.

2565  
 2566 **331.02 Purpose and Authority:** The purpose of this policy is to ensure the selection of umpires consistent with  
 2567 the rules, regulations, and acts of this organization. The authority for this policy is granted in 30.04 of the  
 2568 Governing Manual.

2569  
 2570 **331.03 Umpire Reviews:** The UIC shall annually review umpires at the GSWS. Performance reviews of umpires  
 2571 shall be the domain of the UIC and shared with the NAGAAA Board of Directors as necessary by either party.  
 2572 Performance Reviews will be completed as follows: All first- and second-year umpires will be evaluated with a  
 2573 detailed evaluation form. All umpires with three (3) plus years of experience will be verbally counseled when areas  
 2574 of improvement exist. The verbal conversation will be documented and submitted with the final group of  
 2575 evaluations for that year's GSWS Report. Any umpire who receives an overall "needs improvement" evaluation,  
 2576 and/or is involved in an unprofessional encounter/incident with a player/manager will be automatically suspended  
 2577 for the following GSWS. A longer suspension may be assigned depending on the egregious nature of the incident.  
 2578 The final decision will be made jointly by the UIC staff and Athletic Director. Any umpire not so suspended is  
 2579 considered in good standing.

2580  
 2581 **331.035 UIC Appointment:** The Commissioner shall appoint the UIC by November 1<sup>st</sup> of a calendar for the GSWS of  
 2582 the following year.

2583  
 2584 **331.04 Umpire Nomination:** The UIC shall seek nominations of umpires for the GSWS by November 1<sup>st</sup> from the  
 2585 commissioners or authorized representatives of member associations.

2586  
 2587 **331.05 Umpire Selection:** The UIC shall, by May 31<sup>st</sup>, select and invite umpires to officiate the GSWS after  
 2588 considering the nominations of the members and the reviews of the umpire from previous years. Umpires will be  
 2589 awarded a position in that year's GSWS based on their order of response to an invitation (i.e., first to respond, first  
 2590 awarded). In order to assure consistency and experience with GSWS umpires, the UIC will issue two invitations.

2591 a. First, by February 15, umpires in good standing with five plus (5+) years of GSWS experience will be  
 2592 invited for the upcoming GSWS. Eighty percent (80%) of the allotted umpire slots will be filled from this



- 2593 umpire pool receiving the first invitation and those responding affirmatively to the invitation. After this  
 2594 80% threshold has been met, a wait list will be started of those umpires whom responded to the  
 2595 invitation but were not awarded a position.  
 2596 b. Second, on March 1, umpires in good standing and with less than five (5) years of GSWS experience and  
 2597 all newly recommended umpires will be invited. The remaining twenty percent (20%) of the allotted  
 2598 umpire slots will be filled from this umpire pool receiving the second invitation and those responding  
 2599 affirmatively to the invitation. After the 20% threshold has been met, all names of those umpires from the  
 2600 second pool whom responded to the invitation but were not awarded a position will be added to the wait  
 2601 list started from first umpire pool.  
 2602 c. If on March 15, there are any open umpire slots and no wait list, then umpires from either pool may fill  
 2603 the slots at the discretion of the UIC.  
 2604 Umpire selection shall represent the diversity of NAGAAA, including international membership.

2605  
 2606 **331.06 Notification to Umpires:** The UIC shall inform all nominated umpires of the status of their nomination by  
 2607 April 1<sup>st</sup>. The UIC shall inform the Secretary of invited and selected umpires by May 31<sup>st</sup>. Selected umpires must  
 2608 provide the UIC staff with a copy of their current year USA Softball (ASA) or Softball Canada certification by July 1<sup>st</sup>  
 2609 in order to be eligible to umpire in the upcoming GSWS. It is the individual umpire's responsibility to confirm their  
 2610 certification has been received and accepted by the UIC staff.  
 2611

## 2612 CHAPTER 341 – GSWS HOST CITY METROPOLITAN AREAS

2613  
 2614 **341.01 Jurisdiction:** This chapter shall be the jurisdiction of the Board of Directors and amended by majority at  
 2615 any board meeting.  
 2616

2617 **341.02 Purpose and Authority:** The purpose of this policy is to establish the metropolitan areas of each member  
 2618 association solely for the purposes of hosting the GSWS. The authority for this policy is granted in 30.13 of the  
 2619 Governing Manual.  
 2620

2621 **341.03 Metropolitan Areas of the Member Associations:** The current metropolitan areas of each member  
 2622 association are listed in the table below. Member associations are identified by the predominant city of each or  
 2623 their common name:  
 2624

MEMBER CITY	METROPOLITAN AREA
ATLANTA, GA	Atlanta-Athens-Clarke-Sandy Springs, GA CSA
AUSTIN, TX	Austin-Round Rock, TX MSA
BIRMINGHAM, AL	Birmingham-Hoover-Talladega, AL CSA
BOSTON, MA	Boston-Worcester-Providence, MA-RI-NH-CT CSA
CHARLOTTE, NC	Charlotte-Concord-Gastonia, NC MSA
CHICAGO, IL	Chicago-Naperville, IL-IN-WI CSA
CINCINNATI, OH	Cincinnati, OH-KY-IN MSA
COLUMBUS, OH	Columbus-Marion-Zanesville, OH CSA
DALLAS, TX	Dallas-Fort Worth, TX-OK CSA
DENVER, CO	Denver-Aurora, CO CSA
DES MOINES, IA	Des Moines-Ames-West Des Moines, IA CSA
FORT LAUDERDALE, FL	Miami-Fort Lauderdale-Port St. Lucie, FL CSA
HAMILTON, ON	Hamilton (Burlington, Grimsby), CMA
HOUSTON, TX	Houston-The Woodlands, TX CSA
HUNTSVILLE, AL	Huntsville-Decatur, AL CSA
INDIANAPOLIS, IN	Indianapolis-Carmel-Muncie, IN CSA
IOWA CITY, IA	Cedar Rapids-Iowa City, IA CSA
KANSAS CITY, MO	Kansas City-Overland Park-Kansas City, MO-KS CSA
KNOXVILLE, TN	Knoxville-Morristown-Sevierville, TN CSA

LAS VEGAS, NV	Las Vegas-Henderson, NV-AZ CSA
LONG BEACH, CA	Los Angeles-Long Beach, CA CSA
LOS ANGELES, CA	Los Angeles-Long Beach, CA CSA
LOUISVILLE, KY	Louisville-Elizabethtown-Bardstown, KY CSA
MADISON, WI	Madison-Janesville-Beloit, WI CSA
MEMPHIS, TN	Memphis-Forrest City, TN-MS-AR CSA
MID-ATLANTIC	Virginia Beach-Norfolk, VA-NC CSA
MILWAUKEE, WI	Milwaukee-Racine-Waukesha, WI CSA
NASHVILLE, TN	Nashville-Davidson–Murfreesboro, TN CSA
NEW ORLEANS, LA	New Orleans-Metairie-Hammond, LA-MS CSA
NEW YORK, NY	New York-Newark, NY-NJ-CT-PA CSA
OKLAHOMA CITY, OK	Oklahoma City-Shawnee, OK CSA
ORLANDO, FL	Orlando-Deltona-Daytona Beach, FL CSA
PALM SPRINGS, CA	Riverside-San Bernardino-Ontario, CA MSA
PHILADELPHIA, PA	Philadelphia-Reading-Camden, PA-NJ-DE-MD CSA
PHOENIX, AZ	Phoenix-Mesa-Scottsdale, AZ MSA
PITTSBURG, PA	Greater Pittsburgh, PA MSA
PORTLAND, OR	Portland-Vancouver-Salem, OR-WA CSA
PROVIDENCE	Providence-Warwick, RI-MA MSA
RALEIGH, NC	Raleigh-Durham-Car, NC CSA
SACRAMENTO, CA	Sacramento-Roseville, CA CSA
SAN ANTONIO, TX	San Antonio-New Braunfels, TX MSA
SAN DIEGO, CA	San Diego-Carlsbad, CA MSA
SAN FRANCISCO, CA	San Jose-San Francisco-Oakland, CA CSA
SAN JOSE, CA	San Jose-San Francisco-Oakland, CA CSA
SEATTLE, WA	Seattle-Tacoma, WA CSA
SIoux FALLS, SD	Sioux Falls, SD
ST. LOUIS, MO	St. Louis-St. Charles-Farmington, MO-IL CSA
SOUTHERN NEW ENGLAND	Hartford-West Hartford, CT CSA
TAMPA, FL	Tampa-St. Petersburg-Clearwater, FL MSA
TORONTO, ON	Toronto (Mississauga, Brampton) CMA
TULSA, OK	Tulsa-Muskogee-Bartlesville, OK CSA
TWIN CITIES	Minneapolis-St. Paul, MN-WI CSA
VANCOUVER, BC	Vancouver (Surrey) CMA
WASHINGTON, D.C.	Washington-Baltimore-Arlington, DC-MD-VA-WV-PA CSA

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#### CHAPTER 400 – PLAYER INCLUSION POLICY (PIP)

**400.01 Jurisdiction:** This chapter shall be the jurisdiction of the PIP sub-committee and amended by a majority vote at any sub-committee meeting.

**400.02 Purpose & Authority:** The purpose of this policy is to outline the eligibility and protocols for designating individuals as PIP eligible at the NAGAAA Cup and GSWS. The PIP sub-committee is comprised of the NAGAAA Athletics Director, the NAGAAA UIC, and one other at-large member named prior to the GSWS and NAGAAA Cup independently by the Athletic Director.

**400.03 Definitions:**

- a. Verified Disability
- b. Injury
- c. PIP Designation
- d. Rule Modification

2641  
 2642 **400.04 Applying for a Rule Modification:** A person who, because of a verified disability, would like a reasonable  
 2643 modification to the Rules in order to participate in the NAGAAA Cup or GSWS should advise the NAGAAA Athletic  
 2644 Director or their designee of the requested modification. An injury alone does not qualify an individual for a rule  
 2645 modification. A properly submitted request for modification shall only be submitted via the online application at  
 2646 the link provided to all NAGAAA Member Cities.

2647  
 2648 Medical Provider Documentation, including the iPride Softball Physician form, must be submitted by email  
 2649 attachment at the time of the request permission. The physician form may be requested no earlier than the  
 2650 deadline listed in section 400.05. Contact [pip@ipridesoftball.org](mailto:pip@ipridesoftball.org) to request the form and subsequently submit  
 2651 documentation.

2652  
 2653 This request must include the following:

- 2654 a. Player's full name  
 2655 b. Player's member association and team  
 2656 c. An explanation on why the modification is needed, including how the modification will address the  
 2657 player's specific disability.  
 2658 d. Applicants are required to provide the iPride Softball Physician Form, and any other medical  
 2659 substantive documentation for the requested modification.

2660  
 2661 Once a properly completed PIP Modification application is received, an email confirmation will be sent to the  
 2662 applicant.

2663  
 2664 **400.05: Deadline to Submit Modification Request:** This must be done in order to allow for an inquiry to be  
 2665 undertaken to decide whether to allow or deny the requested modification. PIP modification requests must be  
 2666 made no earlier than 60 days prior to GSWS/NAGAAA Cup Roster due date, and no later than GSWS/NAGAAA Cup  
 2667 Rosters due date. Any requests not received by the deadline will be refused with no action being taken.

2668  
 2669 **400.06 Rule Modification Review:** The PIP sub-committee will review all rule modification requests, to include  
 2670 consideration of the participant's specific circumstances, and the purpose of the rule, policy, or practice at issue. It  
 2671 will also ensure that the requested modification does not afford either team an unfair advantage or disadvantage.  
 2672 The committee that evaluates properly submitted requests may request additional information before providing a  
 2673 decision on the granting, or denial of said request. Any committee requests for additional information will have an  
 2674 additional 7 days to submit the requested information.

2675  
 2676 Once the sub-committee has completed its inquiry, another email will be sent to the applicant advising if the  
 2677 request was approved or denied. If the application was approved, that email will also state what the approved  
 2678 modification is. The decisions of the Committee will be final.

2679  
 2680 **400.07 PIP Cards:** PIP Cards will be provided to team managers at the GSWS Managers Meeting and Registration  
 2681 Event at the NAGAAA Cup. PIP Cards must be turned in at the beginning of each game to the home plate umpire in  
 2682 order to be granted the modification for that game. Failure to do so will result in the modification not being  
 2683 honored for that game.

2684  
 2685 **CHAPTER 810 – PAYMENT TERMS OF SPONSORSHIP CONTRACTS**

2686  
 2687 **810.01 Jurisdiction:** This chapter shall be the jurisdiction of the Board of Directors and amended by majority at  
 2688 any board meeting.

2689  
 2690 **810.02 Purpose and Authority:** The purpose of this policy is to create enforceability of payments provisions in  
 2691 sponsorship contracts, ensure said provisions are included in sponsorship contracts, and assist with budget  
 2692 development and cash flow of the organization by creating certainty around receivables. The authority for this  
 2693 policy is granted in 4.01 of the Governing Manual.

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**810.03 Terms of Payment:** All sponsorship contracts or any contract with an amount due to NAGAAA shall have a payment due date for the full balance or a schedule of payments with due dates for each payment included in the contract before it may be executed by this organization.

**810.04 Invoices:** The Treasurer shall be provided a copy of the payment terms or payment schedule for each executed sponsorship contract and shall invoice the sponsor according to that schedule and a reminder for any amount that is past due 30, 60, or 90+ days.

# NAGAAA GOVERNING MANUAL

## CHANGE LOG

Meeting Date	Business Item/Motion	Sections Modified	Summary of Changes
Summer 2021	Business Item 16	Sections 1.01 and 1.02	Changes when petitioning league may be voted on for NAGAAA membership; establishes timeframe for re-petitioning if denied
Summer 2021	Business Item 6	Section 2.04	Allows Commissioner to vote if it would “affect the outcome” rather than solely to break ties
Summer 2021	Business Item 20	Sections 10.03, 25.10, and 25.20	Adds metric conversions added to GM measurements
Summer 2021	Business Item 18	Sections 10.05 and 60.21	Eliminates “cash prize” language for disqualification purposes
Summer 2021	Business Item 7	Section 20.13	Eliminates non-LGBT player limit for member association season rosters
Summer 2021	Business Item 19	Section 20.19	Allows A and B Division teams to select 2 of their 4 pick-up players from other member associations
Summer 2021	Business Item 11	Sections 20.35 and 25.20 (Q3 – Q5 and accompanying note)	Modifies hitting questions (Q3 – Q5) and precludes any player with Q5 from playing in the E or D Divisions
Summer 2021	Business Item 12	Section 25.20 (Q10 – Q14)	Changes Q10 – Q13 to be speed-related running questions and makes Q14 a skill-based running question; modifies accompanying note for Q14
Summer 2021	Business Item 13	Section 25.20 (accompanying note about linkage of certain rating questions)	Changes linkage of questions where only Q5 and Q14 are not linked to other questions for skillsets
Summer 2021	Motion (Athletics)	Section 30.45 (table)	Eliminates extra GSWS berth if associations fill all divisions
Summer 2021	Motion (Athletics)	Section 30.45 (table)	Eliminates extra berth per division for GSWS host city starting with 2024 GSWS (i.e., host city gets only one extra team across all divisions in 2024 and on)
Summer 2021	Governance Review	Sections 20.14, 20.15, 20.16, 20.19, 20.35, and 30.45	Corrects minor typographical edits (e.g., capitalization, punctuation); see Redline Document (12/30/2021 version)
Winter 2022	Business Item 13	Section 1.04(f)	Added requirements for local tournaments utilizing NAGAAA Ratings
Winter 2022	Business Item 12	Section 10.03(j)	Changed B Division Homerun limit from 2 to 3

Winter 2022	Business Item 11	Section 25.10	Added Accuracy, Reworded High, Medium, and Low Velocity definition
Winter 2022	Business Item 10	Section 25.20	Modified Fielding Q16 - Q22
Winter 2022	Motion (New Business)	Section 25.20	Modified Q25-Q26
Winter 2022	Motion (Governance)	Sections 30.04; 331.04	Removed January 1 deadline for nominations
Winter 2022	Motion (Athletics Committee)	Section 30.12	Changed timeframe from 3 years to 2 years for bidding GSWS
Winter 2022	Business Item 8	Section 30.42,	Changed No Repeat Rule to apply to 1 <sup>st</sup> – 4 <sup>th</sup> place instead of just 1 <sup>st</sup> – 2 <sup>nd</sup> place
Winter 2022	Motion (Athletics Committee)	Section 30.46	Modified section to include four teams receiving an automatic bid (due to Business Item #8)
Winter 2022	Motion to Instruct Board	Section 70.04	Added fine payment deadline when making an appeal
Winter 2022	Board Instruction	Section 70.06	Updated some deadline dates to reflect 2022
Winter 2022	Motion (Hall of Fame Committee)	Section 100.04	Added restriction for self-nomination into Hall of Fame
Winter 2022	Governance Review	Section 341.03	Added new Member Associations to table
Winter 2022	Motion (Ethics Committee)	Section 60.22	Added new discretionary penalty (probation/written warning)
Board 2022	Board Meeting	Section 70.05	Changed Team Fee from \$600 to \$500
Board 2022	Board Meeting	Section 70.05	Created new Player Fee of \$30 per person
Summer 2022	Business Item 17	Section 1.04(c)	Added requirement for Member Associations to request players to declare their GSWS qualifying member association
Summer 2022	Motion (Governance)	Section 2.061	Required Business Items/Agenda to be sent out 14 calendar days prior to the meeting
Summer 2022	Motion (Governance)	Section 2.07	Required Business Items to be submitted no later than 30 days prior to the meeting
Summer 2022	Business Item 18	Section 10.03(j)	Updated A Division Homerun limit to 4, with a progressive up to 6
Summer 2022	Business Item 16	Section 20.10	Added requirement for players to declare their GSWS qualifying association
Summer 2022	Motion (Athletics)	Section 20.18	Updated roster requirement for Master's Division
Summer 2022	Business Item 15	Section 25.10	Removed several definitions
Summer 2022	Business Item 14	Section 25.20	Updated Q10 - Q14 in ratings table, Added clarifying headers for thresholds
Summer 2022	Motion (Athletics)	Section 30.45	Updated Association Berth Allotment Table

Summer 2022	Motion (Athletics)	Section 40.13	Added tie breaker rules
Summer 2022	Motion (Ethics)	Section 60.04	Added new petition screening process
Summer 2022	Motion to Instruct Board	Section 70.03	Added Fees to this section to clarify the Board has the authority to create new fees
Summer 2022	Governance Review	Sections 70.05; 70.06	Updated dates and corrected a reference section
Summer 2022	Governance Review	Section 341.03	Added new Member Associations to table
Board Nov 2022	Board Meeting	Section 70.05	Added NAGAAA Player Fee
Ethics Dec 2022	Ethics Committee Meeting	Section 60.10	Added clarification on hearing procedures
Winter 2023	Ethics Committee	Section 1.04(a)	Added Code of Conduct
Winter 2023	Business Item 14	Section 3.011	Changed language from 4 to no less than 3 members
Winter 2023	Business Item 12	Section 5.03	Clarified currency exchange
Winter 2023	Business Item 3	Section 10.03(j)	Changed Homerun max in A Division to 5
Winter 2023	Business Item 18	Section 10.04	Added (a)(1), (a)(2) and (b)(1)
Winter 2023	Business Item 24	Section 20.13 –20.19	Cleaned up language, renumbered sections
Winter 2023	Business Item 6	Section 30.06, 40.21	Added new info
Winter 2023	Business Item 26	Section 30.12	Multi-year bid option
Winter 2023	Business Item 17	Section 30.22	Defined tournament seeding
Winter 2023	Business Item 1, 23	Section 30.45	Cleaned up language / Berth Allotment chart
Winter 2023	Business Item 20, 21	Section 30.46	Cleaned up language on GSWS Bids
Winter 2023	Athletics Committee	Section 40.02, 40.11 - 40.13, 40.21	Add Masters C & D to NAGAAA Cup
Winter 2023	Business Item 25	Section 50.30	Changed to 2 GSWS
Winter 2023	Governance Review	Section 90.21	Committee changes to GM
Winter 2023	Membership Committee	Section 341.03	Added Charlotte, Cincinnati and Pittsburgh
Winter 2023	Business Item 16	Section 400	New ADA Policy added
Summer 2023	Competition 18	Section 25.20	Change pitching question wording
Summer 2023	Competition 16	Section 25.10	Remove pitching reference from accuracy definition
Summer 2023	Competition 13	Section 25.20	Change MBA requirements for E in questions 6 and 7
Summer 2023	Competition 12	Section 25.20	Clarify "fair or foul" ball for questions 1-4
Summer 2023	Competition 4	Section 20.10	Clarification about participants who qualify with more than one association
Summer 2023	Competition 1	Section 30.46	No-Repeat rule for Legends only applies to 1 <sup>st</sup> and 2 <sup>nd</sup> place
Summer 2023	Competition 10/DEI	Section 10.03, 20.17-18, 30.20-21, 30.35, 40.02, 40.11-13, 70.03	Change Masters to Legends

Summer 2023	Ethics 8	50.30	Protest committee actions are reviewed at Winter Meeting next year
February 2024	Ethics Committee Revisions	SECTION 60 Complete Revision	Major changes to Ethics Section
Board Feb 2024	Athletics	Section 81.6	Updated umpire payment per game from \$30 to \$35
March 2024	Athletics	Section 10.03(p)	Clarified Courtesy Runner Exceptions to new USA Softball Rule
March 2024	Athletics	Chapter 400	Updated Chapter name and language from ADA Policy to Player Inclusion Policy
March 2024	Competition 5	Section 20.02	Change from "Additional Player" to "Pickup Player". Re-lettering of various definitions of maintain alphabetic order.
March 2024	Competition 5	Section 20.14, 20.15, 20.16, 20.17, 20.18, 20.19, 20.20	Changed/Clarified Roster Definitions
March 2024	Competition 6	Section 30.45	Clarified/Simplified based on new Roster Definitions
March 2024	Competition 7	Section 20.23	Added A Team Cap, modified player and team caps for B, C, D, and E Divisions based on ratings changes
March 2024	Competition New	Section 20.17	Added limits on pickup players for Legends Rosters based on number of teams coming from a Member Association
March 2024	Membership	Section 30.42 and 20.13	International Pass for GSWS 2024, added berth allotment and roster rules.
March 2024	IT 10, 11	Section 30.30, 30.31	Updated for new Registration AND Check-In Processes
March 2024	IT 12	Section 30.40	Updated for new Participant Fees
March 2024	Athletics	Section 30.43	Updated Berth Table to 2 Masters Teams per Division regardless of Member Association Number of Teams
March 2024	New Business/Competition	Section 50.38(a)	Change from "2 or more" to "more than 2"
March 2024	New Business	Section 30.43, 30.44, 30.45, 30.46	Removed Minimum Berth Requirement (30.43) per Council, removed (30.44 – Exceptions) as now irrelevant, and renumbered prior 30.45 and 30.46
August 2024	Business 3	Section 305.03	Modified to defer hotel deposit price and deadline to Chapter 70.
August 2024	PIP Sub-Committee Call Item 1	Section 400.04, 400.05	Modified policy to include Medical Provider documentation requirement to policy for application and updated date to submit to 60 days prior to GSWS or NAGAAA Cup.
September 2024	Secretary Motion	Section 70.06	Updated dates to section item P and Q from end of summer meetings to 11:59pm Friday before Summer Meetings.
PENDING	(Passed, but not active yet)		



March 2024	Competition 7	Section 50.11	Given new A Team Cap, removed A Division exemption from protests
March 2024	Competition 7	Section 25.20	Removed prior Questions 10 and 14 (running) and renumbered all ratings questions to total of 26

**PENDING CHANGES – passed but not in effect until 2025**

**20.23 Divisional Guidelines:** Teams may compete in the following divisions based on their Player and Team Ratings.

- A division – All teams rated 210 or lower.
- B division – All teams rated 170 or lower; no players rated over 18 are allowed on a B division team.
- C division – All teams rated 130 or lower; no players rated over 14 are allowed on a C division team.
- D division – All teams rated 95 or lower; no players rated over 10 are allowed on a D division team.
- E division – All teams rated 60 or lower; no players rated over 6 are allowed on an E division team

Player Rating Table

DIRECTIONS: Review each of the following questions for every player.						
Does the player have the ability to perform the listed skill at the specified threshold for that question? If so, the player receives a YES for the question. A YES to any part of a question is a YES to that question.						
HITTING	Question 1	Question 2	Question 3	Question 4	Question 5	
	Hits a fair or foul ball with low velocity. <b>(60% threshold)</b>	Hits a fair or foul ball with medium velocity. <b>(60% threshold)</b>	Hits a fair or foul ball with high velocity. <b>(20% threshold)</b>	Hits a fair or foul ball with high velocity. <b>(60% threshold)</b>	Hits a fly ball 300' (91.4m) or more. <b>(5% threshold)</b>	<i>NOTE:</i> Players with a YES to Question 3 cannot participate in the E Division. Players with a YES to Question 5 cannot participate in the D or E Divisions. See Governing Manual Section 20.35.
	<i>Batting against</i>	Question 6	Question 7	Question 8	Question 9	
Modified Batting Average	E Division	≥ .700	≥ .800	≥ .900	≥ .950	<i>NOTE:</i> The following questions are linked: 1 – 4, 6 – 9, 10 – 12, 13 – 20, and 21 – 26. A YES to the highest question in a linked set earns the player all those questions (i.e., a player with YES on Q20, will also be given Q13 – Q20
	D Division	≥ .600	≥ .700	≥ .800	≥ .900	
	C Division	≥ .500	≥ .600	≥ .700	≥ .800	

	B Division	$\geq .400$	$\geq .500$	$\geq .600$	$\geq .700$	
	A Division	$\geq .300$	$\geq .400$	$\geq .500$	$\geq .600$	
<b>RUNNING SPEED</b>						
(No Threshold; Ability to do it one time qualifies for a YES)						
DIRECTIONS: Ability to run from a stopped and standing ready position, runs from home plate to first base, one base to the next, or third base to home plate (i.e., 70 feet or 21.3 meters) in less than:						
	Question 10	Question 11	Question 12			
	4.5 Seconds	4.0 seconds	3.5 seconds			

## FIELDING (Questions 13 – 20 are a 60% Threshold)

FIELDING (INFIELD)	Question 13	Question 14	Question 15	Question 16	Question 17	Question 18	Question 19	Question 20
Ground Ball/Line Drive Low Velocity	Cleanly fields a ball hit with low velocity directly at the player <b>OR</b> Stops the ball hit with low velocity directly at the pitcher.	Cleanly fields a ball hit with low velocity within a few steps (9 – 10 feet or 2.7-3 meters) of the player <b>OR</b> Cleanly fields a ball hit with low velocity directly at the pitcher.	Cleanly fields a ball hit with low velocity in the hole (>12 feet (3.7 meters) or 4-5 steps) away from the player.					
Ground Ball/Line Drive Medium Velocity			Cleanly fields a ball hit with medium velocity directly at the player <b>OR</b> Stops the ball hit with medium velocity directly at the pitcher.	Cleanly fields a ball hit with medium velocity within a few steps (9-10 feet or 2.7-3 meters) of the player <b>OR</b> Cleanly fields a ball hit with medium velocity directly at the pitcher.	Cleanly fields a ball hit with medium velocity in the hole (>12 feet (3.7 meters) or 4-5 steps) away from the player.			
Ground Ball/Line Drive High Velocity			Stops the ball hit with high velocity directly at the player.	Cleanly fields a ball hit with high velocity directly at the player <b>OR</b> Stops the ball hit with high velocity directly at the pitcher.	Stops a ball hit with high velocity within a few steps (9-10 feet or 2.7-3 meters) of the player <b>OR</b> Cleanly fields a ball hit with high velocity directly at the pitcher.	Cleanly fields a ball hit with high velocity within a few steps (9-10 feet or 2.7-3 meters) of the player.	Stops a ball hit with high velocity in the hole (>12 feet (3.7 meters) or 4-5 steps) away from the player.	Cleanly fields a ball hit with high velocity in the hole (>12 feet (3.7 meters) or 4-5 steps) away from the player.
Fly Ball	Catches a fly ball hit directly at the player.	Catches a fly ball hit zero feet up to 15 feet (4.6 meters) to the sides/front of the player.	Catches a fly ball hit >15 feet up to 30 feet (>4.6 meters) to the sides/front of or 15 feet (4.6 meters) behind the player.	Catches a fly ball hit >30 feet up to 45 feet (>9.1 meters) to the sides/front of or 30 feet (9.1 meters) behind the player.	Catches a fly ball hit >45 feet up to 60 feet (>13.7 meters) to the sides/front of or 45 feet (13.7 meters) behind the player.	Catches a fly ball hit 60 feet up to 75 feet (>18.3 meters) to the sides/front of or 60 feet (18.3 meters) behind of the player.	Catches a fly ball hit >75 feet up to 90 feet (>22.9 meters) to the sides/front of or 75 feet (22.9 meters) behind of the player.	Catches a fly ball hit >90 feet (>27.4 meters) to the sides/front of or >75 feet (22.9 meters) behind of the player.
FIELDING (OUTFIELD)	Question 13	Question 14	Question 15	Question 16	Question 17	Question 18	Question 19	Question 20
Ground Ball Medium Velocity	Cleanly fields a ball hit with medium velocity directly at the player.	Cleanly fields a ball hit with medium velocity zero feet up to 15 feet (4.6 meters) of the player	Cleanly fields a ball hit with medium velocity >15 feet up to 30 feet (>4.6 meters) up to 9.1 meters) of the player	Cleanly fields a ball hit with medium velocity >30 feet up to 45 feet (>9.1 meters up to 13.7 meters) of the player	Cleanly fields a ball hit with medium velocity >45 feet up to 60 feet (>13.7 meters up to 18.3 meters) of the player	Cleanly fields a ball hit with medium velocity 60 feet up to 75 feet (>18.3 meters up to 22.9 meters) of the player	Cleanly fields a ball hit with medium velocity >75 feet up to 90 feet (>22.9 meters) of the player	
Ground Ball High Velocity		Cleanly fields a ball hit with high velocity directly at the player.	Cleanly fields a ball hit with high velocity zero up to 15 feet (4.6 meters) of the player	Cleanly fields a ball hit with high velocity >15 feet up to 30 feet (>4.6 meters) of the player	Cleanly fields a ball hit with high velocity >30 feet up to 45 feet (>9.1 meters) of the player	Cleanly fields a ball hit with high velocity >45 feet up to 60 feet (>13.7 meters) of the player	Cleanly fields a ball hit with high velocity >60 feet up to 75 feet (>18.3 meters) of the player	Cleanly fields a ball hit with high velocity >75 feet up to 90 feet (>22.9 meters) of the player
Fly Ball	Catches a fly ball hit directly at the player.	Catches a fly ball hit zero feet up to 15 feet (4.6 meters) to the sides/front of the player.	Catches a fly ball hit >15 feet up to 30 feet (>4.6 meters) to the sides/front of or 15 feet (4.6 meters) behind the player.	Catches a fly ball hit >30 feet up to 45 feet (>9.1 meters) to the sides/front of or 30 feet (9.1 meters) behind the player.	Catches a fly ball hit >45 feet up to 60 feet (>13.7 meters) to the sides/front of or 45 feet (13.7 meters) behind the player.	Catches a fly ball hit 60 feet up to 75 feet (>18.3 meters) to the sides/front of or 60 feet (18.3 meters) behind of the player.	Catches a fly ball hit >75 feet up to 90 feet (>22.9 meters) to the sides/front of or 75 feet (22.9 meters) behind of the player.	Catches a fly ball hit >90 feet (>27.4 meters) to the sides/front of or >75 feet (22.9 meters) behind of the player.

			feet (4.6 meters) behind the player.	(9.1 meters) behind the player.	feet (13.7 meters) behind the player.	meters) behind the player.	feet (22.9 meters) behind the player.	meters) behind the player.
THROWING AND PITCHING (Questions 21 – 26 are a 60% Threshold)								
Question 21	Question 22	Question 23	Question 24	Question 25	Question 26			
Throw 50 feet (15.2 meters) with line drive (regardless of accuracy)	Throw 50 feet (15.2 meters) with line drive <i>and</i> accuracy	Throw 70 feet (21.3 meters) with line drive <i>and</i> accuracy	Throw 100 feet (30.5 meters) with line drive <i>and</i> accuracy	Throw 150 feet (45.7 meters) with line drive <i>and</i> accuracy	Throw >200 feet (61 meters) with line drive <i>and</i> accuracy			
	Pitch a strike <i>and/or</i> cause the batter to swing	Vary the height, depth and location of the pitch while pitching a strike <i>and/or</i> causing the batter to swing	Deliver multiple pitch techniques while pitching a strike <i>and/or</i> causing the batter to swing					
Throw 70 feet (21.3 meters) (regardless of arc or accuracy)	Throw 70 feet (21.3 meters) with line drive (regardless of accuracy)	Throw 100 feet (30.5 meters) with line drive (regardless of accuracy)	Throw 150 feet (45.7 meters) with line drive (regardless of accuracy)	Throw >200 feet (61 meters) with line drive (regardless of accuracy)	Throw 150 feet (45.7 meters) with line drive and accuracy while off center of gravity (e.g., from knees, from one foot)			
	Throw 100 feet (30.5 meters) (regardless of arc or accuracy)	Throw 150 feet (45.7 meters) (regardless of arc or accuracy)	Throw >200 feet (61 meters) (regardless of arc or accuracy)	Throw 100 feet (30.5 meters) with line drive and accuracy while off center of gravity (e.g., from knees, from one foot)				