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**JUNIOR BOYS' HANDBOOK  
2023-2024 SEASON**

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**COLUMBIA EMPIRE VOLLEYBALL ASSOCIATION**

4915 SW Griffith Drive – Suite 101  
Beaverton, OR 97005  
(503) 644-7468

[www.cevaregion.org](http://www.cevaregion.org)  
[region@cevaregion.org](mailto:region@cevaregion.org)

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**Note – Yellow highlighting indicates updated language, a new policy, or a policy change. Policies in this handbook are subject to change during the season, with or without notice.**

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## CEVA CORE VALUES

### **ACCOUNTABILITY**

Our organization will be accountable to our customers, and our staff & Board will be accountable to each other to ensure the organization is moving in a positive and forward-thinking direction. All clubs will be held accountable for compliance with both regional and national policies.

### **EFFICIENCY**

Our organization will strive to become more efficient in all areas of operations and will work diligently to ensure our customers are treated to the most efficient ways of working within our structure.

### **INCLUSIVITY**

Our organization will seek to create a safe and welcoming environment for anybody to participate in our sport. We welcome members from all walks of life and believe that our sport should break down barriers and bring people closer together.

### **PHILANTHROPY**

Our organization will seek new and creative opportunities to give back to the community. The organization will be a driver of positive change and use its platform for the betterment of all.

### **SAFETY**

Our organization will continuously ensure the safety of all participants by demanding strict adherence to USA Volleyball, national, regional, and local guidelines.

### **TRANSPARENCY**

Our organization will conduct business in an open, honest, and accessible manner. We will set clear goals and expectations for ourselves and our constituents.

## SECTION 1 – WELCOME TO CEVA

### 1.1 INTRODUCTION

Welcome to USA Volleyball (USAV) and its affiliated association, the Columbia Empire Volleyball Association (CEVA). This handbook is a guide to USAV and CEVA, providing specific procedures and requirements for involvement with CEVA.

We understand some of the regulations included in this handbook may be interpreted differently than intended. While we make every effort to ensure this handbook is as clear as possible, final interpretation of any policy in this document is delegated to the CEVA staff and, in some cases, to the CEVA Junior Girls' Committee or CEVA Board of Directors.

### 1.2 CEVA MISSION & PHILOSOPHY

The mission of CEVA is to promote, foster and teach life-long lessons through volleyball in Oregon and SW Washington.

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

### 1.3 CEVA DIVERSITY & INCLUSION STATEMENT

The Columbia Empire Volleyball Association values the principles of diversity and inclusion and encourages all of our member clubs and participants to do the same. We will promote these values in our organizational culture and programming.

CEVA believes our membership should focus on athletes, coaches, officials and parents' skill sets, work ethic and competitive spirit, not their race, sexual orientation and/or gender identity.

CEVA strives to create an environment that is free from discrimination or exclusion based on race, sexual orientation, gender identity, religious affiliations, or other personal attributes. We also seek to end bullying, cyber-bullying, hazing, harassment, and offensive conduct in all forms. These are actions that are not consummate with our organizational philosophy, nor with the culture we will create in our region.

CEVA will seek to implement policies and programming to help educate our membership about these values, and we will encourage all participants in our programs to display these values both on and off the court.

### 1.4 CEVA STATEMENT OF TRANSGENDER EQUITY

The Columbia Empire Volleyball Association believes everybody should be treated with dignity and respect. CEVA maintains this statement to both facilitate and encourage the participation of transgender, gender non-binary, and intersex individuals in our events.

CEVA prohibits any form of discrimination on the basis of gender identity or gender expression.

Our organization will stand with the many who identify as transgender, gender non-binary, or intersex. While we recognize certain policies must be followed pertaining to competition in our sport, we also fundamentally oppose any regulations that invade on the privacy rights of those who identify as transgender, gender non-binary, or intersex. We also recognize, and appreciate, that gender identity is not a simple matter for many.

Teammates, coaches, and staff should refer to transgender, gender non-binary, and intersex individuals by their preferred name. Additionally, pronoun references should reflect the person's gender or pronoun preferences.

Transgender, gender non-binary, and intersex people make up our families, our friends, our team members, our coaches, our club directors, and so many others who are the fabric of what CEVA is.

Anybody who wants to be part of our events will be welcomed. CEVA recognizes that a diverse and inclusive culture must be at the heart of who and what we are. We, as an organization, will remain at the forefront of this cause.

## **1.5 CEVA STRUCTURE**

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

There are three full-time CEVA employees: The Executive Director, Director of Operations, and Director of Region Services. The Executive Director's primary duties include implementing policies established by the Board, acting as the principal representative of CEVA to USA Volleyball, leading short and long-term efforts as well as managing the day-to-day needs of the organization. The Director of Operations coordinates all CEVA operations including facility rental, portable court rental, tournament director assignments, event formatting and management, and acts as the primary office liaison to the Officials Division. The Director of Region Services is the primary contact for membership and communications for CEVA as well as helping plan, organize and manage CEVA events.

## **1.6 CEVA BOARD OF DIRECTORS**

Complete information about our Board of Directors (BOD), as well as minutes from past meetings, can be found on the CEVA website or obtained by written request to the CEVA office. CEVA Bylaws require at least one member of the current Board be a representative from a club with six registered teams or less (as determined by affiliation at time of nomination), and one member must be unaffiliated with a CEVA-sanctioned club (cannot be a coach, club director, or club administrator). Additionally, no sanctioned club may have more than two affiliated members on the BOD at any time.

## 1.7 REPRESENTATION ON THE USAV JUNIOR ASSEMBLY

Each of the forty regions is entitled to one representative on the USA Volleyball Junior Assembly ("USAV JA" or "JA"). Representatives may not be a commissioner, Executive Director, or principal representative. The purpose of the JA is to give voice to stakeholders in the juniors' game. The JA is considered a "recommending" body, meaning results of votes taken are construed as "recommendations" to USAV, not binding directives. The intent is to have members who bring perspectives of juniors' clubs to the decision-making process. Members should be able to represent, to the best of their ability, all clubs, disciplines, and genders.

Qualifications of CEVA's representative to the JA:

- Current USAV & CEVA membership
- Cleared USAV background screen and current Safesport certification.
- Ability to attend JA meetings as scheduled (either virtually or in person)
- Ability to represent CEVA clubs of all disciplines, genders, and sizes in an unbiased manner.
- Ability to solicit feedback from club directors, coaches, administrators, and players.
- Ability to regularly communicate with members of the Junior Girls Committee, Junior Boys' Committee, and the office staff.
- Current or recent experience as a club director, club administrator, or coach
- Preferred – Current or recent experience as a member of either the CEVA Junior Girls' Committee or CEVA Junior Boys' Committee.

CEVA's JA representative will be selected based on the following procedures:

- Nominations will be solicited on a timeframe determined by the Board of Directors and/or Nominating & Elections Committee. The process for submitting a nomination will be published on CEVA's website.
- Applicants will be interviewed and vetted, and once deemed qualified to serve, will be moved forward to the general election process.
- All members of the Board, Junior Girls' Committee, Junior Boys' Committee, and Diversity & Inclusion Committee will have one vote in the election. Members who serve on multiple administrative bodies will only receive one vote.
- The candidate with the greatest number of votes will be elected to serve as CEVA's representative to the JA.
- The successful candidate will serve for a four-year term and is eligible to be re-elected one time (may serve eight consecutive years, or two consecutive four-year terms).
- Terms begin on the first day of CEVA's fiscal year.
- Individuals who serve two consecutive four-year terms are not eligible to run for a third consecutive term. After one four-year term passes, the individual may run again. **The next election will be held in Spring of 2026.**

Responsibilities of the JA representative:

- Contribute in a meaningful way to the assembly.
- Represent the interests of all CEVA's junior volleyball stakeholders, regardless of club affiliation, gender, location, or other attributes.

- Report back to the region on decisions, directives, and information that may impact junior volleyball stakeholders.

## 1.8 JUNIOR BOYS' COMMITTEE

The Junior Boys' Committee is chaired by the Junior Boys' Representative on the BOD. This committee is responsible for developing and maintaining policies, procedures and formats within the junior boys' constituency of CEVA as defined by USAV. Minutes of previous committee meetings can be found on the CEVA website or obtained by written request to the CEVA office.

## 1.9 FINANCIAL INFORMATION

CEVA is an Oregon 501(c)(3) nonprofit corporation. CEVA's main sources of revenue are registration fees, tournament fees, fundraising programs, and individual & corporate sponsorships. CEVA expenses are primarily the funding of programs and services, the rental of facilities for tournaments, and employing the office staff. When possible, CEVA supports teams in post-season tournaments by assisting with payment of fees. A complete financial statement is available to any CEVA member. Requests must be made in writing to the CEVA office, with a self-addressed, stamped envelope. CEVA also provides financial information to USAV.

## 1.10 CONTACT INFORMATION

Office Address: 4915 SW Griffith Drive – Suite 101 – Beaverton, OR 97005  
Office Phone: (503) 644-7468  
Urgent Line: (503) 894-6455 (Club Director & Officials' Use Only)  
Website: [www.cevaregion.org](http://www.cevaregion.org)  
DEI Initiatives: [www.volleythechange.org](http://www.volleythechange.org)  
Adult Volleyball: [www.bridgevolleyballcrew.org](http://www.bridgevolleyballcrew.org)  
Email: [region@cevaregion.org](mailto:region@cevaregion.org)

## 1.11 MARKETING INFORMATION & DATA COLLECTION

The CEVA office staff has access to information about each member registered with the region, which is collected as part of registration. CEVA does not distribute personal information to outside entities unless legally obligated to do so. CEVA will occasionally send out marketing information on behalf of sponsors or partners. This information will come directly from CEVA and will be vetted by staff prior to distribution.

## 1.12 CONTAGIOUS & COMMUNICABLE DISEASE POLICY

In the event a player is suspected or confirmed to have a contagious disease, they must be suspended from participation in team activities – including but not limited to practices, games, and social events. For a player to return to sanctioned activities, they must provide the club director a letter from a physician stating they are no longer contagious and pose no medical threat to those they come in contact with. In case of a dispute, an independent physician should be chosen to provide a second opinion for those concerned. This policy also applies to coaches,



officials, and other participants involved with sanctioned events. CEVA strongly encourages everybody to practice good hygiene and to stay home if they feel sick.

## SECTION 2 – JUNIOR BOYS’ PROGRAM

### 2.1 SEASON

The CEVA Junior Boys’ Volleyball season runs from October 1<sup>st</sup> through May 31<sup>st</sup> each year.

### 2.2 TRYOUT POLICY

Each player must be a registered member of CEVA/USAV. Registration should be verified by a player/parent presenting a CEVA/USAV membership card with a “CURRENT” status reflecting the appropriate date range for your tryout.

**ALL** club administrators, coaches and staff hosting/conducting tryouts must be current CEVA/USAV members with current background screening and Safesport certification prior to participation. All administrators in the SportsEngine system must meet these same requirements.

Memberships are paid via credit card through SportsEngine. Clubs can collect additional fees to cover facility use or other expenses. These fees must be separate and distinct from region membership fees.

If a player accepts a position on a team, the player must upgrade their membership to a Full Junior Membership prior to participation in team/club activities (e.g., practice, tournaments, fundraising, etc.)

### 2.3 TRYOUT DATES

Tryouts for boys may begin no earlier than the first day of October. Tryouts may only begin at this time for junior athletes participating on boys’ teams. Junior boys who intend to participate on a girls’ team must try out during the scheduled junior girls’ tryout periods.

### 2.4 RECRUITING POLICY & GUIDELINES

#### 2.4.1 RECRUITING POLICY & DEFINITIONS

Club Representative: Club Director, Administrator or Coach

Recruiting: Occurs when any Club Representative (club director, administrator and/or coach) makes verbal or written contact with a player or player’s guardian with the intent to persuade the player to join their club.

Complaint: Only an affected player and/or guardian may file a written complaint with the CEVA Executive Director about excessive contact from a Club Representative(s). The CEVA Executive Director will notify the Club Director, which will serve as the only warning.

Further contact with that player from any Club Representative is prohibited. It is the Club Director's responsibility to notify Club Representative(s) of a warning issued.

Violation and Sanction: The suggested maximum penalty may include, but is not limited to, a monetary fine and/or a suspension of CEVA membership for a period of up to one year beginning on the date of the final ruling.

## 2.4.2 CLUB RECRUITING GUIDELINES

The following guidelines were developed to protect the interests of players:

2.4.2.1 No recruiting contact with players or guardians during high school volleyball matches unless initiated by the player or guardian.

2.4.2.2 No recruiting contact with players or guardians during Oregon and Washington State Volleyball Championships unless initiated by the player or guardian.

2.4.2.3 No recruiting contact with players or guardians during CEVA Junior Volleyball Season (see Section 2.1) unless initiated by the player or guardian. If the subject matter of the contact relates to a transfer during the current season, please see the Transfer Rule (see Section 2.6).

2.4.2.4 Guardians should be included in all recruiting communication with players.

2.4.2.5 Club Representatives must respect requests by players & guardians to stop recruiting contact.

2.4.3 Clubs may not mandate a player participate in open gyms, clinics, camps, or other activities prior to tryouts. Clubs may not mandate participation in activities as a condition of acceptance in their club prior to tryouts. CEVA strongly discourages the practice of restricting players from participating in other activities during the academic year.

Several state athletic associations, including the OSAA and WIAA, have policies stating participation in certain non-school based activities cannot be a requirement or condition of participation on a school team (contact your school district for more information).

## 2.5 LETTER OF COMMITMENT

The CEVA Letter of Commitment (LOC) was developed by the Junior Boys' Committee and applies to all **CEVA-sanctioned** indoor junior clubs operating in the region.

A "commitment" is a fully executed CEVA LOC, accepting a club's offer to a player/guardian by the Club Director or designee. CEVA will not recognize any other agreements or contracts, oral or written, between a club and a player/guardian.

A CEVA LOC is provided online at [cevaregion.org](http://cevaregion.org). Clubs are required to use this document. It is up to each club to determine the timeframe for submission of the signed CEVA LOC, but it may

not be submitted prior to the first day of tryouts. Players/guardians should review all club specific financial obligations, policies and/or contracts prior to signing the CEVA LOC.

- 2.5.1 The first date a player and guardian may sign the CEVA LOC and/or make a financial payment is the first date of tryouts for their respective age division. Clubs who ask players to sign a LOC or make a payment to a club prior to tryouts are subject to sanction, up to and including suspension of the club director.
- 2.5.2 A player and guardian may not sign a CEVA Letter of Commitment for more than one club. A player who signs a LOC with more than one club is subject to suspension for the entire club season. A club who knowingly asks a player to sign a LOC after the player has signed a LOC with another club is subject to sanction.
- 2.5.3 Once a player and guardian have signed a CEVA LOC for a club, they are considered a member of that club until the completion of the season.
- 2.5.4 A LOC for a player that a club intends to age waiver is not valid until the age waiver is fully approved by the CEVA office.
- 2.5.5 By signing a LOC, a player is committing to a club, not to a specific team or coach. Clubs are not obligated to assign players to teams at tryouts.
- 2.5.6 Other specific policies not included in this handbook are outlined on the LOC document and are enforceable by the region and/or club.
- 2.5.7 The region office has the right to request a copy of a fully executed LOC from a club at any time.
- 2.5.8 The LOC applies only to CEVA/USAV sanctioned programming, clubs, teams, and rosters. It does not prevent or restrict participation with a non-CEVA club or in non-CEVA/USAV sanctioned programming.

## 2.6 TRANSFER RULE

Club directors can decide to allow players to play with another club for a single event if both club directors agree and notify CEVA with an email. If a boys' team shows up to an event without the requisite number of players to compete, coaches can agree to share players so the team that is lacking players can compete. Coaches will do their best to inform all club directors, the event director, and the CEVA office. This rule is to be amended appropriately as the boys' program grows to eventually be phased out.

## 2.7 MEMBERSHIP REQUIREMENTS

Registration via SportsEngine must be completed prior to participation in any CEVA/USAV sanctioned event (including tryouts, practices, tournaments, fundraising activities, etc.). Each individual CEVA member must:

- Complete online registration and pay required membership fees.
- Acknowledge & agree to all waivers as part of registration.
- Submit a completed and signed Medical Release form to their club director (Juniors only)
- Additional requirements for coaches are listed in this handbook.

## 2.8 USAV AGE DEFINITIONS

The following age groupings are effective for players other than college students who, regardless of age, are not eligible to compete in sanctioned Junior National Volleyball events, unless amended by actions specified in the Operating Code.



### USA VOLLEYBALL JUNIOR PLAYER AGE DEFINITION For use during the 2023-2024 Season

To determine the correct age division, please find the Month of Birth in the left column and then the year of birth in the same row. The heading of the column matching the Year of Birth is the correct age bracket.

|      | 18 & Under <sup>1</sup> | 18 & Under <sup>2</sup> | 17 & Under | 16 & Under | 15 & Under <sup>3</sup> | 14 & Under <sup>4</sup> | 13 & Under <sup>5</sup> | 12 & Under | 11 & Under | 10 & Under | 9 & Under | 8 & Under |
|------|-------------------------|-------------------------|------------|------------|-------------------------|-------------------------|-------------------------|------------|------------|------------|-----------|-----------|
| July | 2004                    | 2005                    | 2006       | 2007       | 2008                    | 2009                    | 2010                    | 2011       | 2012       | 2013       | 2014      | 2015      |
| Aug  | 2004                    | 2005                    | 2006       | 2007       | 2008                    | 2009                    | 2010                    | 2011       | 2012       | 2013       | 2014      | 2015      |
| Sept | 2004                    | 2005                    | 2006       | 2007       | 2008                    | 2009                    | 2010                    | 2011       | 2012       | 2013       | 2014      | 2015      |
| Oct  | 2004                    | 2005                    | 2006       | 2007       | 2008                    | 2009                    | 2010                    | 2011       | 2012       | 2013       | 2014      | 2015      |
| Nov  | 2004                    | 2005                    | 2006       | 2007       | 2008                    | 2009                    | 2010                    | 2011       | 2012       | 2013       | 2014      | 2015      |
| Dec  | 2004                    | 2005                    | 2006       | 2007       | 2008                    | 2009                    | 2010                    | 2011       | 2012       | 2013       | 2014      | 2015      |
| Jan  | 2005                    | 2006                    | 2007       | 2008       | 2009                    | 2010                    | 2011                    | 2012       | 2013       | 2014       | 2015      | 2016      |
| Feb  | 2005                    | 2006                    | 2007       | 2008       | 2009                    | 2010                    | 2011                    | 2012       | 2013       | 2014       | 2015      | 2016      |
| Mar  | 2005                    | 2006                    | 2007       | 2008       | 2009                    | 2010                    | 2011                    | 2012       | 2013       | 2014       | 2015      | 2016      |
| Apr  | 2005                    | 2006                    | 2007       | 2008       | 2009                    | 2010                    | 2011                    | 2012       | 2013       | 2014       | 2015      | 2016      |
| May  | 2005                    | 2006                    | 2007       | 2008       | 2009                    | 2010                    | 2011                    | 2012       | 2013       | 2014       | 2015      | 2016      |
| June | 2005                    | 2006                    | 2007       | 2008       | 2009                    | 2010                    | 2011                    | 2012       | 2013       | 2014       | 2015      | 2016      |

<sup>1</sup> Players who were born on or after July 1, 2004 and a high school student in the twelfth (12<sup>th</sup>) grade or below during some part of the current academic year are eligible to compete in 18 & under.

<sup>2</sup> **Female Only** - Players who were born on or after July 1, 2005, (who are defined as 18 & under by the USAV Age Definition) and are in the 11th grade for the current academic year are waived to compete in 17 & under. (This age waiver is based on recruiting concerns for 11<sup>th</sup> grade girls previously required to participate in girls 18's qualifiers and the 18's GJNC.)

<sup>3</sup> **Male Only** - Players who were born on or after July 1, 2009 OR players who were born on or after July 1, 2008 (15 years or younger) who shall neither have completed nor are in a grade higher than the eighth (8<sup>th</sup>) grade during the current academic year are eligible to play in the 14 & Under division. This exception is based on the net height difference of 7'4 1/8" to 7'11 5/8" between the 14 and Under Division to the 15 and Under Division.

<sup>4</sup> **Male Only** - Players who were born on or after July 1, 2009 (14 years or younger) who shall neither have completed nor are in a grade higher than the seventh grade (7th) during the current academic year are eligible for a Region approved waiver to compete in the boys 13's age group.

<sup>5</sup> **Male Only** - Players who were born on or after July 1, 2010 (13 years or younger) who shall neither have completed nor are in a grade higher than the sixth grade (6th) during the current academic year are eligible for a Region approved waiver to compete in the boys 12's age group.

## 2.9 USAV INSURANCE INFORMATION

USAV provides an insurance policy to all members. Details regarding this policy are outlined below. Information is subject to change:

- 2.9.1 Named Insured: United States Volleyball Association, Inc. aka USA Volleyball: its Regional Associations & Commissioners/Executive Directors, Clubs, Coaches, Trainers, Official Sponsors, Committee Members, Officials, Volunteers, and Registered Participants

in the business of United States Volleyball Association, Inc. functioning on behalf of United States Volleyball Association, Inc. or performing in a sanctioned/approved event.”

- 2.9.2 Definition of “Sanctioned or Approved” Event: An event for which the First Named Insured or its Regional Association Commissioner/Executive Director has approved or sanctioned as an USA Volleyball event. A “sanctioned” event is one where the USAV insurance would respond in case of an incident. Events that are NOT sanctioned include open gyms, weight training, private lessons, individual training (with or without a coach), and anything else the CEVA office is not aware of. CEVA sanctions full-team events, such as practices, scrimmages, tournaments, and select fundraisers. CEVA also sanctions camps, clinics, and league play with proper documentation on file. Questions regarding sanctionable events should be directed to the CEVA office.
- 2.9.3 Definition of Participant: USAV member athletes, coaches, trainers, volunteers, committee members, officials, and any other persons who are functioning on behalf of and/or while participating in any event sanctioned or approved by USA Volleyball. Insurance coverage is only in place for events in which all participants are USAV members. Event sanctioning (and by extension, insurance coverage) can be revoked if non-members are found to be participating in an event, or if members are not properly background screened, SafeSport trained, or otherwise properly certified to participate in their defined role.
- 2.9.4 Definition of Participating: Participating includes pre-event, and post-event activities, which are officially approved or sanctioned events.
- 2.9.5 General Liability Coverage: A policy covering liability for bodily injury and property damage loss is provided with additional limits available on an excess basis. Coverage is provided for officials, volunteers, coaches, trainers, sponsors, and registered participants. The policy covers liability from pre-event setup, the event itself, and post-event activities at sanctioned events. The policy will respond to claims from spectators, participants, and the public in general. The USA Volleyball membership requirement is a condition of the liability policy and common among sports federations.
- 2.9.6 Sports Accident Insurance: The Medical insurance program provides participant coverage for loss resulting directly from members competing in an approved or sanctioned event. Coverage does not include loss from pre-existing conditions or competing in non-sanctioned events. The coverage extends from the start through the completion of the event. The policy provides coverage against loss in excess of coverage provided under other valid medical insurance and is subject to a deductible. If no other collectible medical insurance exists, the loss is subject to a higher deductible.
- 2.9.7 Additional Insured: Facilities may ask for a certificate of insurance with the facility as the additional insured. Clubs may submit a Certificate of Insurance Request from the Region office by completing the online request form. Requests should be received 3-5 days prior to use. Once the request is processed the facility will have additional insurance and those certificates will be on file at the region office.

- 2.9.8 Non-Owned Auto Coverage: USA Volleyball does not provide insurance for non-owned auto coverage. Clubs need to pay for coverage when they lease/rent vehicles or go to their local insurance company and set up a policy for the club, when traveling.
- 2.9.9 Directors and Officers Insurance (DNO Insurance): All non-profit organizations should have DNO insurance for their Board of Directors. Coverage is for all directors/officers and committees within the non-profit organization. DNO insurance is available through USA Volleyball at a reasonable rate. Please contact the region office for further information.

## SECTION 3 – COACHING IN CEVA

### 3.1 COACHING REQUIREMENTS

All adults interested in coaching juniors in CEVA must adhere to the following:

- 3.1.1 Must be 18 years of age at the time the coach begins the season.
- 3.1.2 Must complete USA Volleyball's online registration process and submit all required forms.
- 3.1.3 Must successfully pass a background screen as part of registration.
- 3.1.4 Must meet the IMPACT Certification requirements.
- 3.1.5 Must complete the Safesport Certification requirements.
- 3.1.6 Recommended: Complete referee & scorer requirements.
- 3.1.7 Each club that registers a coach affirms and certifies that the coach meets these requirements. Any team or club utilizing an ineligible coach may be sanctioned. Additionally, the individual coach(es) may be subject to sanction by the region.
- 3.1.8 Juniors under 18 can be listed on the roster as a manager during the season, with the following provisions:
  - 3.1.8.1 At NO time may this individual be allowed to be a head coach.
  - 3.1.8.2 At NO time may this individual have sole responsibility for the team (including practices, tournaments, fundraisers, etc.).
  - 3.1.8.3 Once the individual turns 18, they must undergo a background screening within 30 days, and immediately complete a Safesport Certification. CEVA strongly encourages Safesport be completed before the individual's 18th birthday, to avoid any disruption in participation.

### 3.2 COACHING RESTRICTIONS

Current high school or college coaches may have restrictions imposed by state or collegiate associations pertaining to their involvement in club sports. It is the responsibility of the coach, and their club director, to ensure association rules are not violated. CEVA and USA Volleyball have no control, influence, or interest in these rules, nor are CEVA or USAV responsible for their enforcement. Violations should be reported to the association or the coach's school.

## **SECTION 4 – CLUB MANAGEMENT**

### **4.1 DEFINITION OF A CLUB**

All teams must be a part of a club and all clubs must be registered and activated by a region to compete in CEVA and USAV sanctioned tournaments. Each club must be represented by a Club Director. The Club Director is the official liaison between the club, teams within the club, and the CEVA office. CEVA treats each club as a separate, independent business.

### **4.2 MEMBERSHIPS FOR ADMINISTRATORS & COACHES**

All participants (including but not limited to athletes, coaches, directors, team representatives, chaperones, athletic trainers, club administrators, club board members, officials, etc.) are required to be registered USAV members. Adults who directly interact with junior members, or who have policy-making roles within a club (including club Board members), must also have a completed USAV background screening and completed USAV Safesport certification on file.

CEVA has the right to audit clubs' compliance with this policy at any time.

### **4.3 ACTIVATION OF A CLUB**

All clubs must be activated by the CEVA office to be fully sanctioned for the club season. Inactive clubs may not request certificates of insurance and may not register for CEVA-owned tournaments. To be activated for the current season, clubs must fulfill the following requirements:

- 4.3.1 Club Director must purchase a USAV membership for the upcoming club season and have a current background screen & current Safesport certification on file.
- 4.3.2 Club Director must sign the Club Director's Handbook Acknowledgement & Agreement Form when distributed by the CEVA office and return it electronically.
- 4.3.3 The club may not have any outstanding balances or invoices due with CEVA. When a club has an outstanding balance, it remains with the club regardless of who the club director or administrators are and must be paid prior to activation. Payment arrangements may be developed, in limited circumstances, by contacting the CEVA Executive Director.
- 4.3.4 Any other requirements as outlined by CEVA in the Club Directors' Handbook or on the CEVA website.

## 4.4 RESPONSIBILITIES OF THE CLUB DIRECTOR

The Club Director is responsible for all administrative and fiduciary aspects of the club. These responsibilities include, but are not limited to, the following:

- 4.4.1 Accountability for all matters relating to registration and payment of fees for the team(s), players, coaches, team representatives, chaperones and in-house tournament directors.
- 4.4.2 Entry of team(s) into CEVA sanctioned tournaments.
- 4.4.3 Eligibility of team and/or club for CEVA and national events that the team/club may participate in.
- 4.4.4 Ensuring information or documentation sent by CEVA is distributed to all club members.
- 4.4.5 Ensuring all necessary information, documentation, fees, and any related materials or funds are forwarded to the CEVA office in a timely manner.
- 4.4.6 Provide completed rosters to tournament hosts in a timely manner.
- 4.4.7 Compliance with guidelines detailed in this handbook, and all other CEVA/USAV policies.

## 4.5 CLUB REGISTRATION

Generally, clubs whose center of activities is within CEVA's geographic boundaries must register with the region. However, clubs whose center of activities is closer to an adjacent region may petition CEVA for authorization to register with the adjacent region and should state the basis for the request. Such authorization must receive the approval of each region's principal representative.

## 4.6 REGISTRATION PROCEDURES

Before ANY activity (tryouts, practices, competition, etc.) club directors are responsible for the following:

- 4.6.1 Verify all club members (including players, coaches, directors, administrators, chaperones, in-house tournament directors, managers, trainers, etc.) have completed online membership registration via SportsEngine.
- 4.6.2 Verify that all coaches have completed necessary coaching requirements.
- 4.6.3 Collect a USAV Medical Release Form from each player/participant. This form is given to the team coach to have on file at all CEVA and USAV tournaments. **Do not send this form to CEVA. It is the responsibility of the club to collect all pertinent medical information for their athletes, maintain security of that information, and have it available in case of a medical emergency.**



Prior to competition, club directors must ensure the following requirements are met:

- 4.6.4 Submit Club Coversheet to CEVA office (specific deadline will be posted annually on CEVA website).

## 4.7 REGISTRATION FEES

All membership and registration fees are listed on the CEVA website.

## 4.8 ROSTER REQUIREMENTS

Once a club submits the club coversheet to the CEVA office, the club director will build their own rosters within SportsEngine. Rosters must meet the following requirements:

- 4.8.1 Club Directors may switch an individual from one team to another if the Playing Restriction guidelines in this handbook are adhered to.
- 4.8.2 Adults on a junior roster must have a completed background screening and Safesport certification.
- 4.8.3 All coaches on a junior roster must have completed IMPACT.
- 4.8.4 All players must have a jersey number listed on their roster.
- 4.8.5 Each roster must comply with the ref/score certification policy.
- 4.8.6 A USAV official roster is required at the start of all CEVA sanctioned tournaments.  
**Rosters may not be presented digitally.**

## 4.9 ADDITION OF PLAYERS

Clubs may add individual players to their roster at any time. Club Directors can add the player to a roster once they have completed their SportsEngine registration, associated with the club via SportsEngine, and submitted the appropriate paperwork to the club director.

## 4.10 MULTIPLE ROSTER SETTING

Clubs with multiple teams may move players within the club freely. However, teams qualifying for Junior National Championships will have their roster frozen at the time the team qualifies. It is the responsibility of the club to adhere to Frozen Player rules outlined by USAV. Junior players may play only in their own age group or in an older age group (unless waived). Coaches may appear on multiple team rosters, but junior players may only appear on one team roster.

## 4.11 BACKGROUND SCREENING POLICY & APPEALS

USA Volleyball has a mandatory national background screening policy for all adults associated with juniors programming. The frequency of background screens is determined by USAV policy. The full background screening policy can be found on the CEVA website.

All coaches, club board members, team representatives, club directors, managers, tournament directors, chaperones, officials, and members involved with junior players are required to submit to a USA Volleyball background check. A background check conducted as part of membership in another organization or from another occupation is not accepted as a replacement to a USAV background check. Costs are borne by the applicant or club. In the event a background check reveals matters which restrict membership, the applicant may appeal. Appeal procedures can be found on the CEVA website.

## **4.14 AGE WAIVER APPLICATION**

CEVA can grant age waivers for players to play in a younger age group for developmental purposes, or who, because of their geographical location, have limited opportunities to participate. Age Waivers are only valid within CEVA. Teams traveling outside the Region must notify the tournament director and seek approval for the player to participate. Younger players participating in an older division do not need a waiver.

Clubs should never “promise” an age waiver to a player. Age waivers are not guaranteed. Players should never assume an age waiver will be approved. It is the club’s responsibility to adhere to age group classifications and to verify athletes’ ages before assigning them to teams. It is also the club’s responsibility to ensure players understand all waiver policies.

Guidelines for age waivers include, but are not limited to, the following:

- 4.14.1 The Age Waiver Application must be completed by the player and Club Director and approved by the CEVA Executive Director.
- 4.14.2 Waivers are limited to two (2) per team.
- 4.14.3 For clubs with more than one team in an age level, the region will not grant a waiver for the top team.
- 4.14.4 Players receiving the waivers shall not make an impact on that team. This means they should fall in the average or below average skill level.
- 4.14.5 Age waived players may not participate in the CEVA Bid Tournament, a National Qualifier, or USAV BJNC. Some National Qualifiers have “non bid” divisions that allow waived players with approval from the tournament director.
- 4.14.6 Age waivers may be revoked due to false or misleading applications. CEVA has the right to revoke waivers based on safety concerns or other extenuating circumstances. Such a revocation would be done after consultation with the Junior Boys’ Committee. In case of revocation due to false/misleading information, the player and club director are subject to sanction, up to a season-long suspension.

- 4.14.7 Waivers will only be considered for birthdays that fall between May 15<sup>th</sup> & June 30<sup>th</sup>.
- 4.14.8 A Letter of Commitment for a player a club intends to age waiver is not valid until the age waiver is approved by the CEVA office.
- 4.14.9 Age waivers are not considered for approval prior to the age division's tryout start date. Athletes whose USAV-defined playing age starts tryouts on a date different than the age division they wish to be waived to must try out with their USAV-defined playing age groups. (Example: a player defined as a 15-year-old wishes to be waived to a 14s team. Player may not start tryouts until the legal start of tryouts for 15s players.)
- 4.14.10 Waivers are based on the age definition of the team a player wishes to be waived onto, not their division of play. Example: a player defined as an 18-year-old wishes to play on a 17s team. CEVA does not sponsor a 17s Power League. Player must still be age waived onto the 17s team, despite playing in 18s Power League.
- 4.14.11 A waiver request for a player to participate two age divisions down will be declined (e.g., an 18s player requesting to be waived to a 16s team will not be permitted).
- 4.14.12 Exceptional circumstances may be considered by the Executive Director.

## 4.13 CLUB HANDBOOKS

CEVA encourages clubs to produce a club handbook and distribute it to their members. It's recommended this handbook include a formal grievance policy, refund policy, and a due process policy affording at least one level of appeal to an independent body.

## SECTION 5 – SANCTIONED TOURNAMENTS & EVENTS

### 5.1 REGION SANCTIONED EVENT POLICY

CEVA reserves the right to, at CEVA's sole and complete discretion: (1) refuse to grant a tournament sanction to any person, individual, business or organization ("Applicant"), when it is determined by CEVA, following review of a complete tournament sanction request application ("Application"), the Application fails to meet CEVA's tournament sanctioning criteria; (2) refuse to grant a tournament sanction to an Applicant when it is determined the Applicant failed to provide all required information, or failed to provide truthful information; and (3) refuse to grant a tournament sanction to any and all Applicants where either the Applicant and/or the Application is/are determined to not be in the best interests of CEVA and its members.

### 5.2 CLUB-HOSTED TOURNAMENT REGISTRATION

Teams are accepted into club-hosted tournaments only if they have completed the registration procedures for their team. All club-hosted tournament dates are posted on the CEVA website when sanctioning is granted. CEVA does not control registration in club-hosted tournaments.

## 5.3 HOSTING A MULTI-DAY TOURNAMENT

There will be a Multi-Day Tournament Sanction Form posted on the CEVA website each year. Please contact the CEVA office with any questions.

## 5.4 HOSTING A SINGLE-DAY TOURNAMENT

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

- 5.4.1 Choose a date & location: The CEVA website lists the dates of all sanctioned events in the region and some national events during the year. Research if there are other conflicting tournaments scheduled for the same level that weekend. CEVA will not sanction a club-hosted tournament on the same date as a Power League in the same age group. **Additionally, due to the demands of the large CEVA-sanctioned tournaments on MLK and Presidents Day weekends, club-hosted events scheduled on those weekends may receive sanctioning (for insurance purposes) but may not be guaranteed a CEVA head official.**

Hosts should be aware that due to changing health and safety guidelines, as well as other circumstances, CEVA will always attempt to fully staff tournaments with qualified officials – however, there may be instances where full staffing an event is not possible.

- 5.4.2 Apply for tournament sanctioning through CEVA by completing the Tournament Sanction Form found on the CEVA website and submitting the form to the office. **Applying for sanction DOES NOT guarantee sanctioning will be granted.**

## 5.5 SANCTIONED EVENT REQUIREMENTS

- 5.5.1 Cancellation of a sanctioned tournament less than ONE WEEK prior to the scheduled date will result in the loss of the entire sanction fee. Changes, such as adding/cancelling officials or facilities, made less than ONE WEEK prior to the scheduled date will cause the host to incur additional costs.
- 5.5.2 All teams must be registered with CEVA or other regions of USA Volleyball. If teams from outside the CEVA Region or USA Volleyball ask for entry, contact the CEVA office. Accepting ineligible teams may result in a fine and nullifies event insurance.
- 5.5.3 Accept teams according to the number of courts available. CEVA policy limits the number of teams to four teams per court, unless approved by the CEVA office.
- 5.5.4 Host club selects its own tournament entry deadline and fees. Once the entry deadline has passed, notify all the teams if their entries have been accepted. This should be done at least one week prior to the tournament. While contacting each team, please confirm the coaches' meeting time, tournament start time and the location of the tournament.

- 5.5.5 Request facility insurance certificates at least two (2) weeks prior to desired submission.
- 5.5.6 All participants must be current USAV members. Adults are also required to have a completed background screen & SafeSport certification. Adults, including collegiate players, are not allowed to "fill-in" as players in a juniors' event.
- 5.5.7 All tournament directors must be USAV members with a current background screening and Safesport certification prior to the tournament and cannot participate in the tournament as a player, coach, or referee. The tournament director must be present all day.
- 5.5.8 A non-playing/non-coaching USAV-Certified official is required for every 12 teams. Additional officials are required if the event has multiple age divisions and/or is using more than one gym (even on the same campus).
- 5.5.9 Tournament hosts must do a facility walk-through to review the site and eliminate any potential safety hazards.
- 5.5.10 No alcohol is allowed at a sanctioned juniors' event per USAV policy. This includes spectator tailgating.
- 5.5.11 All teams must submit an official USAV roster on the day of competition for the Head Official(s) to review. All rosters and tournament results must be submitted to the CEVA office and received by 5 pm on the Monday after the tournament (email is ideal).
- 5.5.12 Tournament format must contain a minimum of seven 25-point rally score sets per team and a maximum of 4 teams per court. Approval is required from the CEVA Office to use a different format.
- 5.5.13 Any injuries must be properly documented on the USAV Incident Report Form and submitted to the CEVA office with results and rosters following the tournament.
- 5.5.14 Hosts are required to post the USAV/CEVA Parent & Spectator Code of Conduct in a prominent location at their facility.
- 5.5.15 Event hosts must adhere to the strictest health and safety guidelines in place at the time of the event, within the locality in which the event is being held. This includes a requirement they check with their city, county, and/or state health departments to have their plans cleared by those entities, and a requirement the event host be able to prove with written documentation their event and safety plans were cleared by a city, county, and/or state health department. Deviation from established health protocols is grounds for immediate revocation of sanctioning.

## **5.6 SANCTIONED TOURNAMENT APPLICATION PROCESS**

A Tournament Sanction Form must be completed & submitted to the CEVA office for approval. A tournament will lose sanctioning if it does not follow the guidelines listed and may subject the tournament host to region-imposed penalties.

CEVA does not sanction tournaments until a Tournament Sanction Form has been submitted and approved. Once the required information is received and sanctioning is granted, the tournament date is placed on the CEVA website.

## **5.7 TOURNAMENT FORMAT**

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

## **5.8 CLUB SCRIMMAGES**

A scrimmage may occur at any time during the season. These are internal club events that generally take place during a team's normal practice time. Scrimmages do not require a Tournament Sanction Form but are considered sanctioned events. Clubs do not have to submit results but would need to submit any other documents (such as incident reports in case of injuries) to the CEVA office.

## **SECTION 6 – CEVA REGION POLICIES**

### **6.1 USA VOLLEYBALL RULES BOOK**

Every club, team and player must follow the rules written in the Official USA Volleyball Rules Book. The document can be found on the USAV website and the CEVA website. USA Volleyball modifications are in gray boxes within the book. CEVA emphasizes the following items:

- 4.3a A player's uniform consists of a jersey and shorts or athletic/sport pants. When undergarments are worn in such a manner that they are exposed, they will be considered part of the uniform, and must be similar and the same color for any team members (except the Libero) who wear such an undergarment.
  - 4.3.1 The color and design for the jerseys and shorts or athletic/sport pants must be uniform for the team (except for the Libero)
    - 4.3.3.1a Uniform numbers must be clearly visible and centered (both horizontally and vertically) on the player's chest and upper back.
      - 4.3.3.1c The color of the number must clearly contrast with the color of the jersey irrespective of any border around the number.
  - 4.3.5 For nationally-sanctioned competition, uniforms must be identical with the exception of sleeve length and the Libero players. An exception will also be made for a single manufacturer's logo or trademark on the outside of the jerseys or shorts, provided the logo or trademark does not exceed 14.6 square cm (2 ¼ square inches). Sponsor logos

are permitted provided they are identical on each uniform and do not obstruct the view of the uniform number.

4.1.2 The libero can be a team or game captain.

4.5.1 It is forbidden to wear hats or casts (even if padded). Braces, prosthetic limbs, or other headgear that may cause an injury or give an artificial advantage to the player must not be worn. If a brace, prosthetic limb, or headgear is used, padding or covering may be necessary. Jewelry may be worn, provided its nature does not present a concern for safety, such as extremely long necklaces and/or necklaces with large medallions, or large hoop earrings.

19.2a The libero must wear a jersey that clearly contrasts with the jerseys of their teammates.

Point of emphasis regarding libero jerseys, which must contrast with the jerseys of regular team members: "Contrast" means "strikingly different." As such, two dark colors (or two light colors) often do not provide sufficient contrast from one another.

CEVA strongly encourages all clubs to send jersey templates and questions to the CEVA Officials' Chair at [official@ceva-region.org](mailto:official@ceva-region.org).

## 6.2 FOOD & DRINK POLICY

All tournament hosts designate an area for team food and beverage consumption. Most tournament sites and hosts prohibit food and drinks in the playing gym area, except for team water bottles. A team violation of the Food and Drink Policy consists of any parent, coach, club director, player or affiliated spectator who violates the individual facility's food and drink policies. Easy rule of thumb – WATER ONLY IN THE GYM.

For CEVA-hosted tournaments the sanctions for violations of a facility's food and drink policy are as follows:

6.2.1 For the second violation by the same team, there is a five-point penalty on the next set played.

6.2.2 For the third violation, there is a ten-point penalty on the next set played.

6.2.3 For each additional violation by the same team there is an increase of five points to the penalty (i.e., six violations by the same team would result in the forfeit of a 25-point set.)

## 6.3 USE OF ELECTRONICS DURING OFFICIATING ASSIGNMENTS

Officiating teams are prohibited from using electronics during the performance of their assigned duties. This includes cell phones, headphones, etc.

EXCEPTION – use of an electronic stopwatch is permissible if used to keep time during time outs (e.g., stopwatch on a cell phone).

For CEVA-hosted tournaments, sanctions for team violations of this policy are as follows:

- 6.3.1 For the second violation by the same team, there is a five-point penalty on the next set played.
- 6.3.2 For the third violation, there will be a ten-point penalty on the next set played.
- 6.3.3 For each additional violation by the same team there is an increase of five points to the penalty (i.e., six violations by the same team would result in the forfeit of a 25-point set.)

## **6.4 CLEAN-UP POLICY**

Teams are responsible for cleaning their area during and upon completion of play.

## **6.5 QUALIFIED REFEREE & SCORERS**

Certified Referees and scorers are required at all CEVA sanctioned tournaments. CEVA highly recommends not waiting until December to complete coursework, as the system may be overloaded. Only those certified to referee or score may do so.

Certification requirements for referees & scorers:

- 6.5.1 Adults over 18 must be a registered member of CEVA and must clear a background screen. All adults affiliated with junior programming must also be SafeSport certified.
- 6.5.2 Referees and scorers must complete the required curriculum through USAV online training and pass the associated quizzes. Step-by-step instructions are available on the CEVA website.
- 6.5.3 Each team must have at least one (1) certified referee and one (1) certified scorer on the roster and in attendance at each CEVA-sanctioned tournament.
- 6.5.4 For all CEVA sanctioned tournaments at the 12s level, it is recommended, but not required, to have a scorer certified, rostered adult sit at the scorer's table to assist the junior scorer. NOTE: This is in addition to providing the required R1. This adult can be a coach; however, this adult cannot simultaneously serve as the R2.

Teams who exhibit a low proficiency as a work team at a CEVA-sanctioned event may be reported to the office by their head officials (regardless of if they meet roster certification requirements). These teams will be considered "on notice" and may be required to engage in additional training to increase their proficiency as work teams. Teams who continue to exhibit a low proficiency after being placed on notice may be subject to fines or other punitive actions, in addition to further training requirements.

Club Hosted Clinic: Clubs are encouraged to host Referee/Scorers clinics with a CEVA Head Official. These clinics offer the opportunity to receive interactive instruction and practice the skills



necessary to referee and score a match. Clinics are an easy way to prepare your club for the certification requirements below. More information on requesting to host a clinic can be obtained through the CEVA website or by contacting the office.

## **6.6 JUNIOR OFFICIALS' POLICY**

CEVA allows juniors to officiate in the Region to broaden their knowledge of the game.

- 6.6.1 Junior players must show an interest in facilitating a match as a referee. They should work with their current coach to assist in skill improvement throughout the season.
- 6.6.2 Training: Must attend annual training clinic provided by the Region. Must be familiar with the scoresheet and assist as needed. Officiate within the club for scrimmages when available.
- 6.6.3 Achievement: Officiating non-Power League tournaments as the 1st Referee (R1) during pool play for the team's assigned matches. The head coach assists by serving as the 2nd Referee (R2) during the match.
- 6.6.4 Advancement: With the direction of a players' coach and contact with the CEVA Officials' Coordinator, assign this player to a 12s or 14s tournament(s) for additional training and officiating opportunities. The head official at that tournament will provide constructive feedback to assist in further growth. The junior official will also be required to complete all Junior Referee training materials through USAV Academy.

## **6.7 FAILURE TO COMPLETE OFFICIATING ASSIGNMENT**

- 6.7.1 Teams failing to fulfill their officiating assignments will be fined \$50.
- 6.7.2 Coaches and/or adult team representatives must be courtside each match their team is acting as the work team at all CEVA-sanctioned tournaments or be the R2 for that match.
- 6.7.3 Teams who are late to their scheduled officiating assignments will be penalized one point per minute, starting at the scheduled game time, on their next played set, up to a maximum of 25 points.

## **6.8 CEVA BLUE RIBBON CLUB POLICY**

In the 2016-2017 season, CEVA created the Blue Ribbon Club program to reinforce & incentivize club compliance with CEVA regional procedures, best practices, and guidelines.

All clubs meeting the Blue Ribbon standards are eligible for publicity and marketing of their club by having the "Blue Ribbon Club" designation placed on their individual websites and/or social media, as well as the CEVA online club directory and social media. Clubs may also be eligible to receive volleyball equipment from the region and/or a regional sponsor (if available), discounts on Power League entries (as determined by the region), and reimbursement of some or all of their entry fees to the USAV Girls' Junior National Championships, if teams are attending.

Clubs who sponsor both girls' and boys' programming need only submit one application, however, maintaining and acquiring Blue Ribbon status will be separate between the boys' division and girls' division within the same club.

6.8.1 Criteria for attaining Blue Ribbon status are as follows:

- 6.8.1.1 Clubs must develop a Club Handbook and submit an electronic copy to the Region by January 1st of the current season. This handbook must be made available to all coaches, players, and parents within the club, either in hard copy form or on the club website. The handbook must include the text of the USAV Spectator Code of Conduct, the USAV Junior Club Personnel Code of Ethics, as well as a dispute resolution and fee refund policy. A sample club handbook is available on the CEVA website for you to use or modify for your club's needs.
- 6.8.1.2 Clubs must develop a formal Diversity & Inclusion Statement and post it on their website by January 1<sup>st</sup> of the current season. This statement must also be e-mailed to the CEVA office by the same deadline – [region@cevaregion.org](mailto:region@cevaregion.org)
- 6.8.1.3 Clubs must host a club-hosted officiating clinic, coordinated with CEVA. Information about hosting will be available on the CEVA website.
- 6.8.1.4 Each team must be represented by a rostered adult at the morning coaches' meetings prior to tournaments. An individual team may only miss one coaches' meeting per season.
- 6.8.1.5 Individual coaches may accumulate no more than one yellow card in a season (as reported by CEVA officials or a verified report from a non-CEVA tournament).
- 6.8.1.6 Individual coaches may be assessed zero red cards in a season (as reported by CEVA officials or a verified report from a non-CEVA tournament).
- 6.8.1.7 Clubs may have no coaches, players, or team personnel disqualified or expelled from a match.
- 6.8.1.8 Clubs may have no coach, parent, team personnel, or player ejected from an event or facility by a CEVA Head Official, tournament director, or facility host.
- 6.8.1.9 Clubs may have no personnel on probation or suspension within a two-year period, and may have no personnel put on probation or suspension during the current season. A sanction of this nature levied in the current season prohibits the club from applying for BRC in the following season.
- 6.8.1.10 Clubs who host club-hosted tournaments must abide by all sanctioning guidelines, including the submission of results, rosters, and insurance requirements.

6.8.1.11 Individual teams may have no more than two reports/complaints about parents, spectators, or club personnel from CEVA Head Officials, Tournament Directors, facility hosts, or the CEVA office staff. Basic rule of thumb: your interactions with all CEVA-affiliated personnel should be polite and respectful.

6.8.1.12 Clubs may have no documented reports of Club Directors, Administrators, or Coaches demeaning, insulting, or using derogatory language toward other Clubs, Club Directors, Coaches, or players via written communication or social media.

6.8.1.13 Clubs may have no late or outstanding invoices during the season and must pay all region-issued bills on time.

6.8.1.14 Clubs may accumulate no more than one Purple Card sanction per season.

6.8.1.15 CEVA will respect the decisions of arbitrators, tournament directors, and staff members at non-CEVA tournaments as it pertains to a club qualifying to receive BRC status.

## 6.8.2 Revocation of Blue Ribbon Status

6.8.2.1 The CEVA Executive Director has the authority to revoke a club's Blue Ribbon status at any time for cause, after communication with the Club Director. Blue Ribbon status may also be revoked based on verified reports of actions or issues at events outside the region.

6.8.2.2 Clubs may appeal the revocation of Blue Ribbon status to the CEVA Policy & Appeals Committee.

## 6.8.3 Incentives for attaining Blue Ribbon status:

6.8.3.1 Teams who participate in BJNC are eligible to have their entry fee reimbursed by the region.

6.8.3.4 Clubs who attain Blue Ribbon status, but do not send teams to BJNC, are eligible for a discount on their NW Boys Tour entry fees the following season.

6.8.3.5 All clubs who attain Blue Ribbon status are eligible to receive volleyball equipment from the region and/or a regional sponsor at the end of the season.

6.8.4 To qualify for reimbursements of GJNC entry fees, each team must complete the tournament and submit an article to be posted on CEVA social media. Articles must be submitted to the CEVA office by July 31. Articles must be submitted in a single e-mail (region@cevaregion.org), should be 1-2 paragraphs in length, must be written by a player, and must include a picture. Failure to submit an article by the posted deadline disqualifies the team from receiving any financial reimbursement.

## 6.9 CEVA TEAM PRIZE POLICIES – USA VOLLEYBALL BJNC

Each year, the CEVA region may allot two thousand dollars (\$2,000) in prizes for the USA Volleyball Boys' Junior National Championship tournament. Those teams who are accepted and complete the USA Volleyball Boys' Junior National Championship can receive up to the cost of per-team registration from CEVA (maximum \$1,000). If more than two teams from the region attend, available funds will be distributed equally among all teams who apply.

This policy does not apply to clubs who attain Blue Ribbon Club status.

Articles must be submitted to the CEVA office by July 31. Articles must be submitted in a single e-mail (region@ceva.org), should be 1-2 paragraphs in length, must be written by a player, and must include a picture. Failure to submit an article by the posted deadline disqualifies the team from receiving any financial reimbursement.

To be eligible to receive money under this policy, a club may not have any member put on probation or suspension during the current season. Additionally, clubs must have no outstanding invoices before a reimbursement is processed.

## **6.10 COACHES MEETING**

All Power League tournaments have a morning coaches' meeting. This meeting is mandatory, including for coaches not scheduled to play or officiate in the first round. Rosters must be printed and handed to the tournament director at this meeting. Coaches' meetings generally occur 30 minutes prior to first serve.

Club-hosted tournaments may also have a required coaches meeting, and such requirements will be communicated by each tournament host.

## **6.11 SOLICITATION POLICY**

Promotion of third-party interests is prohibited at CEVA hosted events. This includes, but is not limited to, distribution of any promotional materials, personal solicitation, vehicle papering, etc. If solicitation occurs without written permission of CEVA, violators will be sanctioned and/or prosecuted. Contact the CEVA office if you are interested in partnership opportunities.

## **6.12 SAFESPORT**

An initiative of the United States Olympic Committee (USOC), Safesport seeks to create a healthy, supportive environment for all participants. Through education, resources, and training, SafeSport helps members of the sport community respond to misconduct in sport.

USAV requires all adults affiliated with a junior program to take Safesport training. This includes all Club Directors, Club Administrators (such as Board members), Coaches, Team Reps, Chaperones, Officials, etc.

6.12.1 All affiliated adults are required to complete Safesport education each season. Adults taking the course for the first time will take the "Core" SafeSport Training. Each year

thereafter, a refresher course must be completed. Every four years, the Core course must be completed.

- 6.12.2 All athletes who turn 18 during the season are required to take Core Safesport training. Athletes are not allowed to participate until they have taken this training. CEVA recommends all 17- and 18-year-old athletes take Core Safesport training prior to the season to avoid an interruption in participation. 17-year-olds must have a Parental Consent Form completed with USAV to register for the course.

For questions, please reach out to the CEVA office. More information on Safesport training, mandatory reporting laws, and MAAPP policies can be found on the CEVA website. USAV and USOC policies are subject to change without notice.

## **6.13 CONCUSSION TRAINING POLICY**

CEVA serves both Oregon and SW Washington. Both states have passed legislation requiring members to be informed of the risks of concussion before participating in sports activities. CEVA policies will comply with both Washington and Oregon state law.

Information about required concussion training is available on the CEVA website and all club directors will be educated on the appropriate administrative requirements each season.

Each member signs a waiver acknowledging the signs and risks of concussion. These forms are stored electronically on SportsEngine. A copy of the form is available on the CEVA website.

## **6.14 SUDDEN CARDIAC ARREST (SCA)**

CEVA requires all participants to sign a waiver acknowledging the risks of sudden cardiac arrest (SCA). We strongly encourage all participants to educate themselves on the signs of SCA and what can be done in case a participant experiences SCA.

## **6.15 RED CARDS & EJECTIONS**

CEVA strives to create a positive environment at our events. We take a stance against coaches or other team personnel who receive red card sanctions from officials, as well as anybody, including a spectator, who is asked to leave a facility due to their behavior.

After consultation with officials, tournament directors, and the club director, CEVA may fine clubs up to \$250.00 for a red card sanction or a removal from a facility. Removal may also be grounds for prohibition from attending future CEVA-sanctioned events. Repeated occurrences by the same individual or club may lead to harsher sanctions, including a \$250.00 increase to the fine for each subsequent instance (i.e., a second occurrence by the same individual or club results in a \$500.00 fine).

## **6.16 BILLING, INVOICING, AND PAYMENT POLICY**

CEVA issues invoices to clubs monthly, generally on or about the 25<sup>th</sup> day of a month. If the 25<sup>th</sup> falls on a weekend or a holiday, invoices may be sent out before or after that specific date.

Invoices are issued with “net 30” terms, meaning payment is due 30 days from the date the invoice is issued. Invoices not paid by the due date are subject to late fees. See the table below:

| Timeframe                                      | Original Invoice Balance Under \$500   | Original Invoice Balance Over \$500   |
|--|--|---|
| 30 Days After Invoice Issued (Listed Due Date) | 5% or \$25, whichever is greater   | 5% or \$50, whichever is greater  |
| 60 Days After Invoice Issued                   | 5% or \$25, whichever is greater   | 5% or \$50, whichever is greater  |
| 90 Days After Invoice Issued                   | 5% or \$50, whichever is greater; Club Director subject to suspension; Club’s teams may not advance in Power League standings. | 5% or \$100, whichever is greater; Club Director subject to suspension; Club’s teams may not advance in Power League standings. |
| 120+ Days After Invoice Issued                 | 5% or \$50, whichever is greater; Club Director subject to suspension; Club’s teams may not advance in Power League standings. | 5% or \$50, whichever is greater; Club Director subject to suspension; Club’s teams may not advance in Power League standings.  |

Invoices not paid by the listed due date are considered 30 days delinquent. If a club has an invoice 90 or more days delinquent, the club director is subject to suspension until the invoice is paid in full. If a club director is suspended, the invoice in question will continue to accumulate late fees. Additionally, a 90-day delinquent invoice will mean the club’s teams may not advance in Power League. If a team finishes in a position that would ordinarily cause them to move up to the next-highest flight, they will not move up, and the next highest-finishing team will move up.

Clubs with delinquent invoices from a previous season will not be permitted to activate for the current season until those invoices are paid.

This policy does not apply to specific tournaments which require payment at registration or as a condition of acceptance.

Checks made out to CEVA that are returned due to insufficient funds will cause the club to be fined \$50. Individual clubs have the right to enforce their own policies regarding NSF fees.

CEVA cannot dictate what a club charges individual members or what that money is used for.

## 6.17 MATCH PROTOCOL

6.17.1 There will be no switching sides in a match, either between sets or in the middle of a deciding set, unless the official on site, in their sole discretion, determines there to be an unfair advantage between the two sides of the court. If an advantage is determined to be present, teams will switch sides at the conclusion of each regular set, and after a team

reaches 8 points in a 15-point deciding set (or 13 points in a 25-point deciding set). If a match is being played as "3 sets guaranteed," the 3<sup>rd</sup> set is not considered a deciding set, regardless of the outcome of the first 2 sets. The pre-match coin flip winner has choice of serve or side.

## 6.18 BJNC BID ALLOCATION PROCEDURES

In the 2022-2023 season, USAV created the American Division for 16s and 18s age groups at BJNC. Bids to the American Division are awarded by the regions.

Prior to each season, USAV informs all regions if they have a bid to distribute. The 24 regions with the most full junior boys' members automatically receive a bid. Regions who do not receive an automatic bid are placed on a reallocation list, ranked by their membership numbers.

6.18.1 CEVA bids to USAV Boys' Junior National Championships are awarded through an independent bid tournament.

6.18.2 CEVA may be awarded one American Division bid to the USAV Boys' Junior National Championships, in the 16s and 18s division, each year based on the previous season's membership numbers.

6.18.2.1 The region is not guaranteed to receive bids. If the region does not receive bids, the bid tournament will not happen.

6.18.3 The Boys' Bid Tournament will be played in the 16s and 18s divisions only. Other divisions will not be contested unless the region is awarded bids in another division prior to the season starting.

6.18.4 All teams interested in participating must register by the deadline posted on the CEVA website. The tournament is only open to teams who commit to accept any bid they earn at the event.

6.18.5 There will be a maximum of 8 teams participating in each age group. Based on the most recent region rankings published prior to the tournament, the 8 highest-ranked teams in each age division who registered by the deadline will be entered into the tournament. Teams below the 8 highest-ranked teams are placed on a waitlist in order of their regional ranking.

6.18.6 Format of the tournament:

6.18.6.1 Divisions with 4 teams or less will play a round-robin pool play tournament, with tie-breaking games as necessary (no bracket).

6.18.6.2 Divisions with 5-7 teams will play a double-elimination bracket. In these brackets, if a double final is necessary, it is played as 1 set to 25.

6.18.6.3 Divisions with 8 teams are split into two 4-team double-elimination brackets, with the winners of the two brackets playing each other to determine final finish (see Appendix C). In 8-team brackets, placement matches are played out to 6th place.

6.18.7 Teams accepted into the Bid Tournament must pay their entry fees by the posted deadline.

6.18.7.1 All teams who qualify for the Bid Tournament are required to pay the entry fee, even if they choose not to participate in the event (this does not apply to waitlisted teams who qualify for the event due to another team dropping out).

6.18.8 Bids are awarded in order of final finish at the Bid Tournament. Teams must accept any bid they earn or any bid that trickles down to them at the Bid Tournament (e.g., from a team who has already accepted a higher bid prior to the event).

6.18.9 Policies pertaining to reallocated bids:

6.18.9.1 USAV mandates the priority of bid usage for teams who earn more than one bid during the season. The priority of bid use is Open, USA, American. The Club Division is a non-qualifying, non-bid division that is not considered in the divisional hierarchy.

6.18.9.2 A bid previously earned at a qualifier will typically remain in the region, per USA Volleyball policies, if the team earns another bid at another qualifier.

6.18.9.3 Teams who have a lower bid than a bid that was vacated will be asked, in order of finish at the Bid Tournament, if they want to move up to the vacated bid. If this process occurs after the Bid Tournament, teams are not required to move up. If a team declines to move up, the offer is extended to the next team in line. Teams will have 24 hours to accept or decline the vacated bid.

6.18.9.4 Any vacated bids remaining, after all current bid-winning teams are offered the chance to move up, will be offered to the next-highest finishing team from the Bid Tournament who does not have a bid. If the bid trickles down to teams who finished tied in the Bid Tournament, the team ranked higher in the region at the time is the team first offered to move up.

6.18.9.5 Teams may earn a bid at a National Qualifier prior to participating in the CEVA Bid Tournament. In the event a team also earns a bid at the CEVA Bid Tournament, USA Volleyball policies for priority of bid use are followed.

6.18.9.6 If the team earns a lower bid at the CEVA Bid Tournament than they earned at the National Qualifier, the team keeps their original bid and the lower bid will "trickle down" to the next-highest finishing team at the Bid Tournament. The "trickle down" process is completed and formalized at the Bid Tournament.



## 6.19 PURPLE CARD SANCTION POLICY (PCSP)

- 6.19.1 The rules of volleyball allow officials to address on-court behavior from players or coaches by issuing sanctions and point penalties (yellow cards, red cards). The purpose of the Purple Card Policy is to give officials another tool to address behavior from spectators. The goal of this policy is to help preserve a respectful, positive, and fun playing environment and keep the focus on the student-athletes. This is in addition to all other tournament- and facility-specific policies in place at CEVA-sanctioned events, including the Parent/Spectator Code of Conduct.
- 6.19.2 The full text of the PCSP can be found on the CEVA website. Examples of behavior that may be addressed with a Purple Card include (but aren't limited to) spectators contacting the officiating team or table crew and negative comments addressed to an opponent.
- 6.19.3 The policy applies to any member of the CEVA region not currently participating in a match who has assumed the role of a spectator, any non-region member (such as parents or relatives of a region member), and any attendee or spectator at a CEVA-sanctioned event.

## 6.20 ARTIFICIAL NOISEMAKERS & MUSIC

- 6.20.1 Due to their disruptive nature, artificial noisemakers are prohibited at CEVA-owned tournaments.
- 6.20.2 At CEVA-owned tournaments such as Power League, Bid Tournament, and Regionals, music played on speakers or other systems (e.g., "block rockers" or Bluetooth speakers) is permitted at a reasonable volume prior to the first match of the day in a facility (generally 8:00 AM). After the first match in the facility starts, music is not permitted.

## SECTION 7 – REGIONAL CHAMPIONSHIP TOURNAMENT

### 7.1 SEEDING

- 7.1.1 Seeding for the Regional Championship tournament is based on the most recent tournament rankings compiled through the region's ranking system.
- 7.1.2 Seeding for non-CEVA teams, or teams who do not participate in tournaments that have results compiled for the ranking system, are seeded based on pertinent information received from the Club Director. The staff may also seek input from the Junior Boys' Committee if desired.

### 7.2 CRITERIA FOR ENTRY & REGISTRATION FEE

- 7.2.1 The CEVA office sets a registration deadline & entry fee for the Regional Championships.

- 7.2.2 Teams are accepted into the tournament based on their ranking in the region's ranking system and division capacity. The CEVA office determines the capacity of each division based on available court space. Teams not accepted are placed on the waiting list in the order of their ranking. Teams who do not register by the deadline are placed at the bottom of the waiting list, behind any team who did register by the deadline, regardless of their region ranking.
- 7.2.3 Priority for entry will be given to CEVA teams. Non-CEVA teams may be accepted on a space-available basis. CEVA may consider the format of the tournament in determining acceptance of non-CEVA teams. Acceptance is not guaranteed, even if capacity isn't met.
- 7.2.4 Clubs with invoices more than 30 days delinquent are subject to having their teams removed from the CEVA Regional Championships, or not otherwise accepted to play in the tournament, and would be considered equivalent to a team not registering by the deadline. In this instance, the team(s) would be placed at the bottom of the waiting list.

## 7.3 REGIONAL CHAMPIONSHIP CANCELLATION & REFUND POLICY

- 7.3.1 If a team cancels two months or more prior to the tournament, the full amount is refunded.
- 7.3.2 If a team cancels between one and two months prior to the tournament, they are eligible to receive a 50% refund. A team who cancels less than one month prior to the tournament will receive no refund.
- 7.3.3 A team who entered but does not qualify based on their ranking will receive a full refund. This also applies to non-Power League teams who aren't accepted.
- 7.3.4 A team who cancels with less than seven days' notice, or does not show for the event, will not be issued a refund AND the club will be assessed a \$300 fine.
- 7.3.5 CEVA reserves the right to publish a single date by which teams must cancel to receive a refund. In the case of a tournament taking place over two weekends, the single cancellation date would apply to teams playing in either weekend.

## SECTION 8 – SANCTION & APPEAL PROCEDURES & DUE PROCESS

### 8.1 TYPES OF VIOLATIONS

- 8.1.1 Administrative Violations. Those that are considered minor and administrative in nature, and do not involve an immediate harm or threat to another person or party. Examples include, but are not limited to, missed officiating assignments, roster violations, or forfeited matches. Administrative violations are adjudicated by the CEVA staff and generally not referred to the E/E Committee.
- 8.1.2 Flagrant Violations. Those that are considered violations of CEVA or USAV Codes of Conduct, or repeated administrative violations by the same individual or club. Examples

include, but are not limited to, damage to a facility, physical/verbal intimidation of any individual, or conduct deemed inappropriate in comparison to normally accepted behavior.

8.1.3 Major Violations. Those that are considered violations of Safesport Code, MAAPP, major violations of CEVA or USAV Codes of Conduct, or legal infractions. Examples include, but are not limited to, discriminatory actions, hate crimes, bias behavior, possession and/or sale of alcohol, tobacco, or drugs at a sanctioned event, or any offense under Federal, State, or local law.

8.1.4 Cases Returned by the US Center for Safesport. Those reports submitted to the US Center for Safesport that the Center declines to exercise jurisdiction on. These cases are typically returned to the region for adjudication.

## 8.2 COMMITTEE MAKEUP

8.2.1 The Policy & Appeals (P/A) Committee is chaired by the Secretary of the CEVA Board of Directors. The Committee consists of full adult members of the region who are in good standing and selected by the Secretary of the Board.

8.2.2 The Ethics & Eligibility (E/E) Committee is made up of three members of the existing P/A Committee who have no conflict or bias in the matter being considered. This committee may consist of different members each time it is utilized. The Chair of the P/A Committee oversees the work of the E/E Committee but does not play a role in the E/E Committee's decisions.

## 8.3 REPORTING OF VIOLATIONS & ACTION BY E/E COMMITTEE

8.3.1 Report to Executive Director. Reports of violations of CEVA or USA Volleyball policy must be made in writing to the CEVA Executive Director. To the extent possible and appropriate, the Executive Director may treat the identity of the reporting party as confidential. However, the Executive Director may not guarantee confidentiality to any reporting party.

8.3.2 Investigation by Executive Director. Upon receipt of a credible written report of a policy violation, the CEVA Executive Director shall determine the type of violation being reported, and if necessary, investigate the matter. To the extent possible and appropriate, the Executive Director may treat the identity and statements of witnesses as confidential. However, the Executive Director may not promise confidentiality to any witness. The Executive Director has the right to close an investigation, prior to it reaching the E/E Committee, if witnesses are non-communicative or uncooperative, evidence is unable to be obtained, or a report is found to be false. If a matter is closed by the Executive Director, they shall provide a summary of the complaint and the reason for the case closure to the Chair of the P/A Committee.

8.3.3 Communication to E/E Committee. Upon completion of their investigation, the Executive Director shall inform the Chair of the P/A Committee of the need to convene an E/E

**Committee.** The Executive Director shall transmit all relevant materials to the E/E Committee **once it is selected by the Chair of the P/A Committee.** This will include a summary of the original complaint, evidence obtained, witness statements, and other pertinent information.

8.3.4 Action by E/E Committee. Upon receipt of investigative information from the Executive Director, the E/E Committee will determine how to proceed. The committee may decide on one of **three** actions:

- A. Close the matter
- B. **Further investigate the complaint in a manner the committee agrees on.**
- C. Sanction the members involved in the complaint. The Committee may enforce such sanction immediately or suspend enforcement of all or a portion of such sanction pending completion of an appeal.

The Chair of the E/E Committee shall notify **all** parties of the determination and action via a dated letter sent by electronic mail, certified mail, or by FedEx/UPS to the parties' address on file with CEVA. The Chair of the E/E Committee also shall notify promptly the President of the Board **and the Executive Director** of any action taken under this paragraph.

## 8.4 NOTICE OF RIGHT TO APPEAL

The notice to the sanctioned party shall include the following information on the appeals process.

8.4.1. The sanctioned party may accept the E/E Committee's sanction or appeal the decision to the full P/A Committee. The sanctioned party has seven business days to deliver in writing (by electronic mail, certified mail, or by FedEx/UPS) to the Chair of the P/A Committee a request to appeal all or a portion of the E/E Committee's decision. Requests received after seven business days of the date of the E/E Committee's letter are untimely and will not initiate an appeal. The seven-business day period shall commence on the business day after the date noted on the E/E Committee's letter. The letter shall specify a deadline by which an appeal must be filed.

8.4.2. The Chair of the P/A Committee will select an Appeals Board from the CEVA Policy & Appeals Committee. The Appeals Board shall consist of eight CEVA members with no interest or bias in the matter under appeal. Members of the E/E Committee involved in the case under appeal are ineligible to serve on an Appeals Board.

8.4.3. The eight-member Appeals Board will be sent to the sanctioned party within one business day of receiving the request for appeal. Upon receipt of this information, the sanctioned party will have two business days to choose five members to hear the appeal and must send the names of those five members back to the Chair of the P/A Committee. Failure to send information back to the Chair of the P/A Committee within 48 hours voids the appeal and the original sanction stands.

These members shall be referred to as the Selected Committee. The Secretary of the Board of Directors shall chair the Selected Committee. The Chair shall preside over the

hearing but shall not participate in decisions of the Selected Committee. The Chair shall not count toward the five-member limit on the Selected Committee.

- 8.4.4. Within seven business days of the date the appeals request is received, the Selected Committee will hear the appeal. The hearing process is outlined in Section 4. The sanctioned party may appear before the Selected Committee to make a statement, present information or written testimony of witnesses, or respond to questions from the Selected Committee. Counsel may accompany the sanctioned individual(s), but only the sanctioned party may make statements and responses to the Selected Committee; counsel's role is limited to advising their client. The sanctioned party may not send a representative to appear on their behalf.
- 8.4.5. The Selected Committee shall deliberate to a decision either to uphold the E/E Committee's sanction, to modify the sanction, or to apply no sanction. A modification can include an increase to the original sanction. Decisions of the Selected Committee shall be by majority vote, if necessary, to reach a decision. In case of a deadlock, the matter shall automatically be referred to the CEVA Board for its review and final action. The Chair of the Selected Committee shall prepare immediately a brief written report to the CEVA Executive Director outlining the basis of its decision and those members dissenting from the decision, if any.
- 8.4.6. The Chair of the Selected Committee shall inform the sanctioned party of the committee's decision via a dated letter sent by electronic mail, certified mail, or by FedEx/UPS to the parties' address on file with CEVA. The sanctioned party may accept the decision or appeal the decision to the CEVA Board. The sanctioned party has seven business days to deliver in writing (by electronic mail, certified mail, or by FedEx/UPS) to the Chair of the P/A Committee a request to appeal all or a portion of the Selected Committee's decision to the CEVA Board. Requests received after seven business days of the date of the certified letter are untimely and the Selected Committee's decision shall be final. The seven-business day period shall commence on the business day after the date noted on the letter. The letter shall specify a deadline by which an appeal must be filed.
- 8.4.7. Within seven business days of the date the second appeals request is received, the CEVA Board will hear the appeal. Any CEVA Board member with a conflict of interest or bias in the matter may be excused on the member's own motion or upon a majority vote of the remaining members of the board. The sanctioned party may appear before the board to make a statement, present information or written testimony of witnesses, or respond to questions from the board. Counsel may accompany the sanctioned individual(s), but only the sanctioned party may make statements and responses to the Board; counsel's role is limited to advising their client. The sanctioned party may not send a representative to appear on their behalf.
- 8.4.8. The CEVA Board will deliberate to a decision either to uphold the decision of the Selected Committee, to modify that decision, or to apply no sanction. A modification to the sanction can include an increase to the original sanction. The decision of the CEVA Board is final and there is no further appeal.

## **8.5 APPEAL HEARING PROCEDURES**

- 8.5.1 The body hearing the appeal (either the Selected Committee or the CEVA Board of Directors) shall determine the date and time of the hearing. While all parties will work to find a mutually agreeable date for a hearing, the final decision rests with the Chair of the Selected Committee or, in the case of an appeal to the full Board of Directors, the President of the CEVA Board.
- 8.5.2. The sanctioned party is not required to appear before the body hearing their appeal. The appeals process is voluntary, and statements, information, and testimony may be presented in writing.
- 8.5.3. Hearings are closed to the public. One notetaker (chosen by CEVA, but without a vote in the matter) is permitted to attend. The notetaker shall have no role in the hearing and may not be asked by either party to play any part in the proceedings.
- 8.5.4. The hearing shall proceed in the manner set forth below. The presiding officer shall be responsible for keeping time of the statements outlined in this section, as well as maintaining order and decorum during the hearing.
- 8.5.4.1 Opening statements, first from the CEVA Executive Director, then from the sanctioned party. Opening statements shall be a maximum of 10 minutes per party.
- 8.5.4.2 Rebuttals, first from the CEVA Executive Director, then from the sanctioned party. Rebuttals shall be allotted a maximum of 5 minutes per party.
- 8.5.4.3 Closing statements, first from the CEVA Executive Director, then from the sanctioned party. Closing statements shall be allotted a maximum of 5 minutes per party.
- 8.5.4.4 Questions from the members hearing the appeal may be directed to either party following closing statements. There shall be no time limit placed on questions and members are entitled to ask as many questions as they wish. The parties may not directly question each other at any time during the hearing.
- 8.5.4.5 The body hearing the appeal will deliberate to a decision in a closed session, without the presence of the CEVA Executive Director, the sanctioned party, counsel, or the notetaker. All parties will be notified of the decision on the following business day by electronic mail.

## **8.6 APPEAL TO THE RVAA**

A member who has exhausted regional due process may appeal the region's decision to the Regional Volleyball Associations Assembly ("RVAA"). The RVAA Ethics & Eligibility Committee may decide whether the sanctioned member received adequate due process.

## **8.7 NOTICE OF FINAL ACTION**

A dated letter sent by electronic mail, certified mail, or by FedEx/UPS from the CEVA Executive Director will be sent to the sanctioned party providing notice of the CEVA Board's decision and that there is no further process of appeal.

## **8.8 COMPLAINT AGAINST CEVA EXECUTIVE DIRECTOR**

If a reported violation concerns the CEVA Executive Director, the matter will be immediately referred to the Board President for investigation. In these cases, the President shall assume the roles listed in Section 3 of this policy. The Board President may delegate this responsibility to another member of the Executive Committee on their own volition or by majority vote of the Executive Committee.

## APPENDIX A – USAV COACHING CERTIFICATION REQUIREMENTS

### A1.1 IMPACT CERTIFICATION REQUIREMENTS

All CEVA coaches must be certified at the IMPACT (Increased Mastery and Professional Application of Coaching Theory) level. Coaches that are not certified may not coach in any CEVA/USAV Junior sanctioned events including, but not limited to, Power League, Junior National Qualifiers, Junior National Championships, and club-hosted tournaments.

### A1.2 IMPACT CERTIFICATION PROCESS

There are multiple ways for coaches to meet the IMPACT certification requirement. Questions regarding certifications and qualifications can be directed to the CEVA Office.

- A1.2.1 USAV On-Demand – Sign-up and complete the online, on-demand course offered by USA Volleyball’s Education department. Go to USA Volleyball’s website for more information.
- A1.2.2 IMPACT Equivalency – in some instances, coaches may apply other coursework, such as the NFHS “Coaching Volleyball” course, to their IMPACT certification. E-mail proof of course completion to **education@usav.org**. Do not send this information to the CEVA office.
- A1.2.3 IMPACT does not replace Safesport training or concussion training as mandated by USAV policy and/or local law. IMPACT does not currently include Safesport curriculum and does not meet the requirements for concussion training.



## APPENDIX B – POINT SYSTEM FOR BID ALLOCATION

### B1 POINT SYSTEM EXPLAINER

Points are awarded to teams who participate in events based on their finish in their division, and the size of the division they competed in. Larger field sizes are weighted more heavily in determining how many points a team is awarded.

### B2 POINT SYSTEM

|        | Field         | 1      | 2 | 3 | 4      | 5      | 6      | 7      | 8      | 9      | 10     | 11     | 12     | 13     | 14     | 15     | 16     | 17     | 18      | 19      | 20      | 21      | 22      | 23      | 24      |
|--------|---------------|--------|---|---|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|---------|---------|---------|---------|---------|---------|---------|
|        | <b>Weight</b> |        |   |   | 0.0500 | 0.0525 | 0.0550 | 0.0575 | 0.0600 | 0.0625 | 0.0650 | 0.0675 | 0.0700 | 0.0750 | 0.0800 | 0.0850 | 0.0900 | 0.0950 | 0.1000  | 0.1100  | 0.1200  | 0.1300  | 0.1400  | 0.1500  | 0.1600  |
| Finish | 1             | 100.00 |   |   | 5.0000 | 5.2500 | 5.5000 | 5.7500 | 6.0000 | 6.2500 | 6.5000 | 6.7500 | 7.0000 | 7.5000 | 8.0000 | 8.5000 | 9.0000 | 9.5000 | 10.0000 | 11.0000 | 12.0000 | 13.0000 | 14.0000 | 15.0000 | 16.0000 |
|        | 2             | 97.50  |   |   | 4.8750 | 5.1188 | 5.3625 | 5.6063 | 5.8500 | 6.0938 | 6.3375 | 6.5813 | 6.8250 | 7.3125 | 7.8000 | 8.2875 | 8.7750 | 9.2625 | 9.7500  | 10.7250 | 11.7000 | 12.6750 | 13.6500 | 14.6250 | 15.6000 |
|        | 3             | 95.00  |   |   | 4.7500 | 4.9875 | 5.2250 | 5.4625 | 5.7000 | 5.9375 | 6.1750 | 6.4125 | 6.6500 | 7.1250 | 7.6000 | 8.0750 | 8.5500 | 9.0250 | 9.5000  | 10.4500 | 11.4000 | 12.3500 | 13.3000 | 14.2500 | 15.2000 |
|        | 4             | 92.50  |   |   | 4.6250 | 4.8563 | 5.0875 | 5.3188 | 5.5500 | 5.7813 | 6.0125 | 6.2438 | 6.4750 | 6.9375 | 7.4000 | 7.8625 | 8.3250 | 8.7875 | 9.2500  | 10.1750 | 11.1000 | 12.0250 | 12.9500 | 13.8750 | 14.8000 |
|        | 5             | 90.00  |   |   |        | 4.7250 | 4.9500 | 5.1750 | 5.4000 | 5.6250 | 5.8500 | 6.0750 | 6.3000 | 6.7500 | 7.2000 | 7.6500 | 8.1000 | 8.5500 | 9.0000  | 9.9000  | 10.8000 | 11.7000 | 12.6000 | 13.5000 | 14.4000 |
|        | 6             | 87.50  |   |   |        |        | 4.8125 | 5.0313 | 5.2500 | 5.4688 | 5.6875 | 5.9063 | 6.1250 | 6.5625 | 7.0000 | 7.4375 | 7.8750 | 8.3125 | 8.7500  | 9.6250  | 10.5000 | 11.3750 | 12.2500 | 13.1250 | 14.0000 |
|        | 7             | 85.00  |   |   |        |        |        | 4.8875 | 5.1000 | 5.3125 | 5.5250 | 5.7375 | 5.9500 | 6.3750 | 6.8000 | 7.2250 | 7.6500 | 8.0750 | 8.5000  | 9.3500  | 10.2000 | 11.0500 | 11.9000 | 12.7500 | 13.6000 |
|        | 8             | 82.50  |   |   |        |        |        |        | 4.9500 | 5.1563 | 5.3625 | 5.5688 | 5.7750 | 6.1875 | 6.6000 | 7.0125 | 7.4250 | 7.8375 | 8.2500  | 9.0750  | 9.9000  | 10.7250 | 11.5500 | 12.3750 | 13.2000 |
|        | 9             | 80.00  |   |   |        |        |        |        |        | 5.0000 | 5.2000 | 5.4000 | 5.6000 | 6.0000 | 6.4000 | 6.8000 | 7.2000 | 7.6000 | 8.0000  | 8.8000  | 9.6000  | 10.4000 | 11.2000 | 12.0000 | 12.8000 |
|        | 10            | 77.50  |   |   |        |        |        |        |        |        | 5.0375 | 5.2313 | 5.4250 | 5.8125 | 6.2000 | 6.5875 | 6.9750 | 7.3625 | 7.7500  | 8.5250  | 9.3000  | 10.0750 | 10.8500 | 11.6250 | 12.4000 |
|        | 11            | 75.00  |   |   |        |        |        |        |        |        |        | 5.0625 | 5.2500 | 5.6250 | 6.0000 | 6.3750 | 6.7500 | 7.1250 | 7.5000  | 8.2500  | 9.0000  | 9.7500  | 10.5000 | 11.2500 | 12.0000 |
|        | 12            | 72.50  |   |   |        |        |        |        |        |        |        |        | 5.0750 | 5.4375 | 5.8000 | 6.1625 | 6.5250 | 6.8875 | 7.2500  | 7.9750  | 8.7000  | 9.4250  | 10.1500 | 10.8750 | 11.6000 |
|        | 13            | 70.00  |   |   |        |        |        |        |        |        |        |        |        | 5.2500 | 5.6000 | 5.9500 | 6.3000 | 6.6500 | 7.0000  | 7.7000  | 8.4000  | 9.1000  | 9.8000  | 10.5000 | 11.2000 |
|        | 14            | 67.50  |   |   |        |        |        |        |        |        |        |        |        |        | 5.4000 | 5.7375 | 6.0750 | 6.4125 | 6.7500  | 7.4250  | 8.1000  | 8.7750  | 9.4500  | 10.1250 | 10.8000 |
|        | 15            | 65.00  |   |   |        |        |        |        |        |        |        |        |        |        |        | 5.5250 | 5.8500 | 6.1750 | 6.5000  | 7.1500  | 7.8000  | 8.4500  | 9.1000  | 9.7500  | 10.4000 |
|        | 16            | 62.50  |   |   |        |        |        |        |        |        |        |        |        |        |        |        | 5.6250 | 5.9375 | 6.2500  | 6.8750  | 7.5000  | 8.1250  | 8.7500  | 9.3750  | 10.0000 |
|        | 17            | 60.00  |   |   |        |        |        |        |        |        |        |        |        |        |        |        |        | 5.7000 | 6.0000  | 6.6000  | 7.2000  | 7.8000  | 8.4000  | 9.0000  | 9.6000  |
|        | 18            | 57.50  |   |   |        |        |        |        |        |        |        |        |        |        |        |        |        |        | 5.7500  | 6.3250  | 6.9000  | 7.4750  | 8.0500  | 8.6250  | 9.2000  |
|        | 19            | 55.00  |   |   |        |        |        |        |        |        |        |        |        |        |        |        |        |        |         | 6.0500  | 6.6000  | 7.1500  | 7.7000  | 8.2500  | 8.8000  |
|        | 20            | 52.50  |   |   |        |        |        |        |        |        |        |        |        |        |        |        |        |        |         |         | 6.3000  | 6.8250  | 7.3500  | 7.8750  | 8.4000  |
|        | 21            | 50.00  |   |   |        |        |        |        |        |        |        |        |        |        |        |        |        |        |         |         |         | 6.5000  | 7.0000  | 7.5000  | 8.0000  |
|        | 22            | 47.50  |   |   |        |        |        |        |        |        |        |        |        |        |        |        |        |        |         |         |         |         | 6.6500  | 7.1250  | 7.6000  |
|        | 23            | 45.00  |   |   |        |        |        |        |        |        |        |        |        |        |        |        |        |        |         |         |         |         |         | 6.7500  | 7.2000  |
|        | 24            | 42.50  |   |   |        |        |        |        |        |        |        |        |        |        |        |        |        |        |         |         |         |         |         |         | 6.8000  |
|        | Multiplier    |        |   |   |        |        |        |        |        |        |        |        |        |        |        |        |        |        |         |         |         |         |         |         |         |

## APPENDIX C – BID TOURNAMENT FORMAT

### C1 FORMAT & PROCEDURES – 8-TEAM TOURNAMENT

Age divisions in the CEVA Bid Tournament with 8 confirmed teams are split into two 4-team double-elimination brackets (see example).

The winners of the two brackets will play each other to determine the two highest bids (winners of M6 or M7). The winner of this final match is awarded the highest available bid. The loser earns the second-highest available bid.

The losers of the two bracket championship games (M6 or M7) will play each other to determine a 3<sup>rd</sup> place and 4<sup>th</sup> place finisher. If the region has three bids to distribute, the winner of this match wins the third-highest bid.

M7 is only played if the winner and loser of M6 both have one loss at the conclusion of that match (true double-elimination). If one of the teams has two losses, M7 is not played. M7 is played as full match (best 2-of-3) because neither participating team has secured a bid.

The losers of M3 are cross-bracketed into the opposite bracket. For example, the loser of M3 in Bracket 1 will play in M5 of Bracket 2.

If necessary, additional matches will be played to determine “true” (non-tied) finishes for each team (e.g., losers of M4 or M5 in each bracket).

