



# GOVERNING MANUAL

*Revised – February 17, 2018*

# NAGAAA Governing Manual

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**VOLUME 1 - ARTICLES OF INCORPORATION**

**Article One -- Name**

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

**Article Two -- Existence**

2.1 The period of existence is perpetual

**Article Three -- Purpose**

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

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

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

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

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

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

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

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

**Article Four -- Members**

4.1 The corporation shall have no members.

**Article Five -- Directors**

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

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

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

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

**Article Six – Disbursements**

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

**Article Seven -- Operations**

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

**Article Eight -- Dissolution**

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

**VOLUME 2 - BYLAWS**

**CHAPTER 1 - MEMBERSHIP**

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

1.02 **Qualifications:** For any membership petition to be considered by the Council, the committee assigned membership duties must affirm to the Council that all of the following qualifications have been met: (a) The petitioning association has operated a league for two (2) consecutive calendar years preceding the meeting of consideration of the membership petition with a minimum of four (4) teams registered in each of those years; (b) The petitioning association identifies itself as a sports organization in the LGBT community of its metropolitan area; and (c) The petitioning association’s representative attended the immediately preceding regular Meeting.

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

102 **1.03 Interdependence of Members & NAGAAA:** Members of NAGAAA and the organization of NAGAAA are  
103 interdependent bodies, each mutually benefitting from one another and each with expectations to one another.  
104 Other than fulfilling the expectation of membership provided for in these bylaws or authorized by these bylaws, it  
105 is understood that NAGAAA has no power to compel or direct the governance or operations of Member  
106 Associations. The Board of Directors may interact with Member Associations to help mediate conflicts or resolve  
107 differences as requested. Additionally, the Board of Directors of NAGAAA shall, when receiving or engaging in  
108 communication with individual members of Member Associations, communicate through and direct issues to the  
109 Member Association's leadership.

110  
111 **1.04 Expectations of Membership:** Membership in this organization is critical to the operations and goals of  
112 this organization. Member associations, their individual members, and volunteers or staff members of the  
113 NAGAAA organization are expected to adhere to the common set of expectations.

- 114 a. **Conduct:** Each Member Association is expected to perform in and to the spirit of the NAGAAA Open  
115 Softball Division, Inc. policies and procedures.
- 116 b. **Association Participation:** Each Member Association must comply with and report the information of its  
117 activities and leadership as determined by the Board of Directors and pay all dues, fines, and fees by the  
118 date due. Member Associations are expected and required to attend the meetings of this organization.  
119 Failure to report all required information, attend as required, and/or pay all monies due may result in  
120 suspension of voting rights and/or suspension or termination of membership, including possible other  
121 sanctions, until such time as compliance is achieved.
- 122 c. **Athletic Participation:** Each Member Association shall register the minimum number of regular season  
123 teams in a qualifying season in a calendar year and shall register the minimum number of teams for the  
124 Gay Softball World Series (GSWS). Requirements and exceptions to this requirement shall be stated in  
125 policy documents of this organization.
- 126 d. **Legal Issues:** No Member Association or individual may enter into a legal agreement using the  
127 incorporated name of this organization without the written consent of the Board of Directors. Members  
128 of this organization will adhere to the Conflict of Interest Policy of this organization. All Members  
129 Associations, voting representatives, committee chairs & members, board directors, staff, and volunteers  
130 shall return all organizational property & materials to the Commissioner within ninety (90) days after the  
131 end of term of service to the organization.
- 132 e. **Privacy:** Use of the directories of this association is limited to official NAGAAA business only.  
133 Reproduction, sale, rental, lease, or use of the directories or any of its contents by any person or group  
134 other than the Board of Directors or member associations is strictly prohibited.

135  
136 **1.05 Suspension/Termination of Membership:** Member Associations and/or individual members of Member  
137 Associations may be suspended, for a time certain or indefinitely, and/or terminated from membership in this  
138 organization by a two-thirds (2/3) vote of the Council following a hearing before the Council, in a form and manner  
139 provided for by the Ethics Committee, unless provided for differently by express language in these bylaws. A  
140 period of suspension may be ordered by the Council which may include specific restorative and accountability  
141 requirements and/or other sanctions, which if not met, may result in termination of membership. Automatic  
142 suspensions for failure to pay membership dues by the deadline established may be issued and repealed by the  
143 Commissioner.

144  
145 **1.06 Reinstatement of Membership Following Suspension or Termination:** The Council may reinstate a  
146 suspended Member Association following a review by the committee assigned membership duties of the  
147 complaint leading to suspension and any corrective actions taken regarding the nature of the complaint. The  
148 Council may reinstate a suspended and/or terminated individual member of a member association following a  
149 review by the Ethics Committee of the complaint leading to suspension and/or termination and any corrective  
150 actions taken regarding the nature of the complaint. Member Associations or Individuals suspended for a time  
151 certain are automatically reinstated to good-standing following the expiration of the time of suspension provided

152 that qualifications for membership continue to be met. Terminated Member Associations shall only be eligible for  
153 reinstatement through the process of petitioning for membership in the organization.

## 154 155 CHAPTER 2 - COUNCIL

156  
157 **2.01 Authority & Purpose:** The Council shall be the legislative body of this organization. All committees,  
158 boards, officers, staff, and volunteers are subordinate to the authority of the Council. The Council is limited in its  
159 power only by the provisions of these bylaws, the Articles of Incorporation, and the Laws of the State of Wisconsin.  
160 The Council is created to give policy direction to the operations of NAGAAA; act on legislative proposals  
161 appropriate for the fulfillment of policy functions; elect officers of the organizations; create committees that assist  
162 the officers in the operations of the organization; act on matters relating to membership; and to support and  
163 promote the work of this organization.

164  
165 **2.02 Composition:** The Council shall be composed of one (1) voting representative from each member  
166 association and the voting members of the Board of Directors. The voting representative from each member  
167 association shall furnish credentials in the form and manner provided by the committee assigned membership  
168 duties attesting that he/she and any listed alternates represent the Member Association on the Council. Failure to  
169 provide such attestation shall be cause for immediate revocation of voting and voice rights on the Council until  
170 such time as remedy is made. Voting representatives, properly credentialed, remain as voting representatives,  
171 until such time as new credentials are furnished by a member.

172  
173 **2.03 Parliamentary Authority:** The rules contained in the latest edition of *Robert's Rules of Order Newly*  
174 *Revised* shall govern the organization and all its bodies in all cases to which they are applicable and in which they  
175 are not inconsistent with these bylaws and any special rules of order the organization may adopt. Attendance by a  
176 majority of those Council members granted the right to vote constitutes a quorum for any meeting of the Council.  
177 All main motions shall be delivered in writing, in the form and manner provided for by the Secretary.

178  
179 **2.04 Right of Vote:** Each voting representative of the council and the members of the Board of Directors shall  
180 be entitled to one (1) vote. The Commissioner shall only be allowed to cast a vote in elections for officers of this  
181 organization, or, in the event of a tie on any matter, to cast a vote to break said tie. No member association shall  
182 be entitled to more than one (1) vote by its designated voting representative or alternates on any question  
183 pending before the Council or any of the subordinate functions (e.g.: committees, etc.) of this organization, not  
184 including the Board of Directors.

185  
186 **2.05 Right of Voice:** The right of voice at the meetings of the council is extended to the voting representatives  
187 of each member, the board of directors, committee chairs not serving as voting representatives, staff, volunteers,  
188 and any other person as approved by the council or by the board of directors. Committee chairs not serving as  
189 voting representatives shall be given the privilege of proposing questions and matters of business to the council  
190 but shall not be allowed voting rights.

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192 **2.06 Meetings:** The Council will conduct two (2) Regular Meetings in a calendar year. The annual Winter  
193 Meeting will be held on or before March 31 in any year and shall not be held on the same weekend as the annual  
194 Championship game of the National Football League. The annual Summer Meeting will be held in conjunction with  
195 the GSWS in that year's host city and shall end no later than Columbus Day of any year. Special Meetings may be  
196 petitioned for by at least two (2) members of the Board of Directors or by the signatures of a majority of the  
197 members of the Council, in a form and manner provided for the Governance Committee. Said petition must  
198 include whether the meeting will be in held by physical attendance of the voting representatives or electronic  
199 means, and include all items of business to be discussed at the special meeting. Only those items of business listed  
200 on the petition for the special meeting shall be considered at that meeting.  
201

202 **2.061 Notice of Meetings:** Written or printed notice stating the date, time and place of each Regular Meeting or  
203 a Special Meeting to held in physical attendance of the voting representatives, with a proposed agenda and items  
204 of businesses that have been appropriately submitted in the form and manner provided by the Governance  
205 Committee, will be delivered by electronic means to each Member Association at least thirty (30) calendar days  
206 prior to the convening of said meeting. Notice shall be delivered in the same manner for a Special Meeting to be  
207 held by electronic means at least seventy-two (72) hours prior to the convening of said meeting.  
208

209 **2.07 Deadline for Submission of Items of Business:** For all regular meetings of the Council, member  
210 associations may submit items of business for consideration by the council in the form and manner provided for by  
211 the Governance Committee no later than fourteen (14) days prior to the convening of the regular meeting. Any  
212 motion, having the effect of adding an item of business for consideration not so submitted, shall require a majority  
213 of the Council members present to allow the item to be considered. Petitions to the Ethics Committee on matters  
214 of discipline are subject to other deadline rules as authorized in the policies of this organization. The Secretary  
215 shall provide notice to the member associations of these deadlines.  
216

217 **2.08 Elections:** The Council shall elect members of the Board of Directors to specific office. Elections shall be  
218 held at the Winter Meeting. Individuals active in member associations, the Council, and any active NAGAAA official  
219 shall be eligible to nominate persons for office. Nominees shall be subject to background check. The Board of  
220 Directors shall create a policy governing the nominations and background check requirements and communicate  
221 said policy to the Council, which shall include the following provisions: 1) Nominations may be submitted beginning  
222 at the adjournment of the Summer Meeting and shall end no earlier than 11:59pm (PST) of the forty-fifth (45)  
223 calendar days prior to the convening of the following Winter Meeting.; 2) Persons nominated shall have fifteen  
224 (15) calendar days, after the close of nominations, to accept or decline the nomination.

225 a. **Election of Directors:** The Council shall elect the directors of this organization. Each nominee will be given  
226 the opportunity to address the Council prior to the first ballot. Votes will be conducted by secret ballot  
227 unless a nominee is unopposed for election at which time a motion for a unanimous ballot shall be in  
228 order. A majority of the votes cast, including abstentions, is required for election. If no nominee receives a  
229 majority on the first ballot, the nominee receiving the least votes shall be removed and a second ballot  
230 conducted in the same manner as the first. Ballots will continue to be conducted in the same manner as  
231 the first until such time as a nominee receives a majority of the votes cast. In the event of a tie on any  
232 ballot, the nominees engaged in the tie shall remain on the following ballot. In the event where two (2)  
233 successive ballots have been cast on which there were only two (2) nominees and neither nominee has  
234 received a majority of the votes cast, including abstentions, the third ballot cast in this manner shall be  
235 the final ballot cast where only a plurality of votes for a nominee is required to be elected, except no  
236 nominee shall be elected on any ballot cast in this manner which resulted in a tie. Any ballot recording a  
237 tie shall require a following ballot until a plurality is reached.  
238

239 **2.09 Appeals of Fines & Penalties:** The Council will hear all appeals of fines assessed, except protest fines, or  
240 penalties assigned at the next semi-annual meeting after which the fine is incurred. Appeals shall be referred to  
241 the Ethics Committee which shall have jurisdiction to preside over the appeal. Appeals will not be matters of  
242 business before the council at said meeting, unless an appeal is filed by the fined or penalized entity, in the form  
243 and manner provided for by the Ethics Committee.  
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### CHAPTER 3 - COMMITTEES

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

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

**3.011 Finance & Audit Committee:** The Finance & Audit Committee is a permanent committee which shall be constituted of four members with accounting and financial experience appointed by the Commissioner. The committee shall meet three times in a calendar year – at the Winter and Summer Council meetings and at a fall meeting of the committee’s choosing. The committee is charged with budget management and development in conjunction with the Board of Directors and any other duties as assigned by the Board of Directors.

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

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

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

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

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

### CHAPTER 4 - BOARD OF DIRECTORS

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



296 **4.02 Composition & Terms of Office:** The Board of Directors shall consist of a Commissioner, Assistant  
 297 Commissioner, Secretary, Treasurer, Business Development Director, Athletic Director, Operations Director, and  
 298 Member-at-Large. Directors shall serve two (2)-year terms. Each Director shall serve until his or her successor has  
 299 been qualified and elected, unless such Director shall sooner be removed from office. The Commissioner,  
 300 Treasurer, Athletic Director, and Member-at-Large positions shall be elected in odd numbered years. The Assistant  
 301 Commissioner, Secretary, Operations Director, and Business Development Director positions shall be elected in  
 302 even numbered years.

303 a. For the purposes of establishing the offices of Athletic Director and Operations Director the following shall  
 304 apply: A) The Operations Director shall be first elected at the Summer Meeting in 2018 for a term to  
 305 begin upon election and terminate at the Winter Meeting in 2020. B) The Athletic Director shall be first  
 306 elected at the Winter Meeting in 2019 for a term year term consistent with this section. C) This paragraph  
 307 authorizes the Secretary to repeal references to Member-at-Large office in these bylaws effective at the  
 308 end of the Winter Meeting in 2019. D) This paragraph authorizes the Secretary to repeal this paragraph at  
 309 the end of the Winter Meeting in 2020.

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 311 **4.03 Removal & Vacancies:** A Director may be removed from office by a two-thirds (2/3) Council vote for illegal  
 312 conduct, failure to perform the duties of office, or violation of the expectations of a member. Actions for removal  
 313 shall be in the jurisdiction of the Ethics Committee and shall conform to a process provided for by the Ethics  
 314 Committee. In the event of a vacancy in the Office of the Commissioner, the Assistant Commissioner shall become  
 315 the Commissioner and serve the remainder of the term and a vacancy shall be declared in the Office of Assistant  
 316 Commissioner. For a vacancy in any office, other than that of Commissioner, the vacancy shall be filled by  
 317 nomination and election by the remaining Board of Directors for the balance of the term. In event of a tie on any  
 318 ballot, should more than two (2) nominees exist, the nominee with lowest votes cast, excluding ties, on that ballot  
 319 shall be removed from future ballots and the remaining directors shall vote again on a successive ballot and repeat  
 320 this process on successive ballots until such time as nominee is elected by a majority of the remaining directors.  
 321 Vacancies shall be filled as soon as practicable and the Board of Directors may not number less than three (3)  
 322 officers at any time.

323  
 324 **4.04 Director's Duties:** Unless expressly provided for in these bylaws, the duties of Office for each individual  
 325 Director shall be determined by the Board of Directors and listed in the policies of this organization.

326 a. Commissioner: The Commissioner shall oversee all operations of the NAGAAA Board and the organization,  
 327 including implementation of policies and procedures, enforcement of rules, administration of priorities  
 328 and initiatives. The Commissioner shall preside over meetings of the Council and propose the agenda and  
 329 schedule of meetings. The Commissioner will appoint all tournament personnel, chairs of committees,  
 330 taskforces, and any other special groups. The Commissioner shall perform any other duties or functions as  
 331 assigned by the Board of Directors.

332 b. Assistant Commissioner: The Assistant Commissioner shall serve as Acting Commissioner in the event the  
 333 Commissioner is unable to act, resigns, or is removed from office. The Assistant Commissioner shall  
 334 perform any other duties or functions as assigned by the Commissioner or the Board of Directors.

335 c. Secretary – The Secretary shall maintain, update, and record all official governance documents of the  
 336 organization. The Secretary shall maintain and execute official communication with the Member  
 337 Associations, Council voting representatives, Committees, and Board of Directors. The Secretary shall  
 338 perform any other duties or functions as assigned by the Commissioner or the Board of Directors.

339 d. Treasurer – The Treasurer shall oversee management and reporting of the organization's finances and  
 340 compliance with applicable regulations. The Treasurer shall perform any other duties or functions as  
 341 assigned by the Commissioner or the Board of Directors.

342 e. Business Development Director: The Business Development Director shall oversee the marketing,  
 343 sponsorship, and public relations efforts of this organization. The Business Development Director shall  
 344 perform any other duties or functions as assigned by the Commissioner or the Board of Directors.

345 f. Member-at-Large: The Member-at-Large shall perform any duties or functions as assigned by the  
 346 Commissioner or the Board of Directors.

- 347 g. Athletics Director: The Athletic Director shall have responsibility for the planning, preparation, and  
 348 operation of NAGAAA sanctioned tournaments and shall perform any other duties or functions as  
 349 assigned by the Commissioner or the Board of Directors.
- 350 h. Operations Director: The Operations Director shall have responsibility for the administrative and logistical  
 351 management of the NAGAAA corporate body and shall perform any other duties or functions as assigned  
 352 by the Commissioner or the Board of Directors.

## 353 CHAPTER 5 - FINANCIAL MANAGEMENT

354  
 355 **5.01 Fiscal Year & Budget:** The fiscal year begins on the first day of January and ends on the last day of  
 356 December of the same calendar year. The Treasurer shall prepare, in consultation with the Commissioner, and  
 357 present a proposed annual operating budget at each Winter Meeting. The proposed budget shall be referred to  
 358 the Finance & Audit Committee which shall provide a recommendation to the Council. The budget shall be  
 359 considered by and may be adopted by the Council. In the course of the fiscal year, the Board of Directors is  
 360 authorized to adjust appropriations of this organization consistent with the policy direction of the Council.  
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362  
 363 **5.02 Budget Provisions:** The proposed and adopted budget shall provide estimated revenue amounts,  
 364 appropriation amounts, including appropriations sufficient to fund salaries, per diems, expenses, and  
 365 compensation as determined by the Board of Directors in the Master Compensation schedule. The budget shall  
 366 establish and maintain a segregated budget stabilization fund of not less than \$80,000. The budget stabilization  
 367 funds shall only be encumbered with the adoption of resolution authorizing such by a two-thirds (2/3) vote of the  
 368 Council. Fifty-percent (50%) of all net positive income, once all budget items have been accounted for, shall be  
 369 appropriated to the budget stabilization fund until the fund reaches a balance of \$125,000, at which point only  
 370 ten-percent (10%) shall be appropriated each year.  
 371

372 **5.03 Compensation & Payments:** The Board of Directors shall set the compensation of all staff and volunteers  
 373 serving in roles and positions designated for compensated status and list those compensation amounts in the  
 374 Master Compensation Schedule. The Board of Directors shall set the monetary amount of all fines, penalties, and  
 375 fees, and corresponding due dates, unless otherwise expressly specified in these bylaws, and list those amounts  
 376 along with the dues of this organization and relevant association reporting deadlines in the Master Dues, Fines &  
 377 Fees Schedule. Member Associations shall submit all dues, fines, fees, and other payments in their national  
 378 currency which shall be accepted at a 1:1 exchange rate.  
 379

## 380 CHAPTER 6 – POLICIES OF THIS ORGANIZATION

381  
 382 **6.01 Policies:** The Council, the Board of Directors, and/or any subordinate body (e.g.: committees, etc.) of this  
 383 organization may create policies and procedures not in conflict with these bylaws and/or policies created by the  
 384 Council which shall be in the form and manner provided for by the Governance Committee. Any policy created  
 385 shall contain and provide for the manner of amendments. Policies are the jurisdiction of the body authorizing them  
 386 unless stated otherwise. Policies of this organization shall be organized in chapter 10 or higher of the governing  
 387 documents and are subordinate to the bylaws.  
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## CHAPTER 7 - BYLAW AMENDMENTS

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

## VOLUME 3 - POLICIES

### CHAPTER 10 – RULES OF THE GAME

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

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

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

- a. Any person, of any gender identity, may compete on any team.
- b. No metal cleats shall be worn by any player, manager, coach, or umpire.
- c. No base stealing will be allowed in any division.
- d. Safety bases will be used on all fields when possible. If safety bases cannot be used on one (1) or more of the total fields scheduled for use, no safety bases will be utilized unless required by field ownership and/or management.
- e. Official field dimensions for NAGAAA events utilize a 300’ outfield fence and 70’ base path.
- f. All batters will begin with a one (1) ball and one (1) strike count. One (1) courtesy foul shall be awarded after the second strike.
- g. The official NAGAAA pitch height shall be 6’ to 12’.
- h. Electronic scorekeeping is deemed an acceptable scorebook format.
- i. Masters Division teams will not observe a second home plate or commitment line.
- j. Following an over-the-fence home run, the batter-runner shall only be required to touch first base. Any runner on base during the at-bat is only required to touch the next base.
- k. In the event of rain or any other cause that interrupts a game, the game must be resumed at the exact point where it was stopped. In the event the tournament cannot be completed as scheduled; the Board of Directors shall decide how to determine the final standings.
- l. The following are the divisional limits for out of the park home runs: A-4 progressive to a cap of 6 with no progressive allowed in the bottom of the last inning, B-2, C-1, D-0, Masters Classics Division – 1, Masters Legends Division – 0. Once a team has reached their maximum of out of the park home runs, any additional out-of- the-park homerun will be considered an inning-ending out in all divisions.
- m. In all divisions, no new inning may begin after 55 minutes in pool play and 60 minutes in double elimination with the exception of Championship games. The team ahead in the score shall be declared the winner and the game shall be declared completed after such innings. The start of game time, is defined as the scheduled game time; or in games beginning earlier than scheduled, the time agreed to by both managers and umpire(s); or in games beginning later than scheduled, immediately once both scheduled teams have occupied the field. In all games, the umpire assigned to officiate the game has to announce that time has begun.

- 441 n. The International Tiebreaker rule shall apply in double-elimination time-restricted games if the score is  
 442 tied after seven (7) innings or 60 minutes. At the beginning of each half inning, the batting team shall  
 443 begin its turn at bat with the player who is scheduled to bat last in that respective half-inning being placed  
 444 on second base. A substitute may be inserted for the runner following regular substitution rules.  
 445 o. Uniforms are required. Players competing in NAGAAA events must play in like-colored shirts or jerseys.  
 446 p. At no time is smoking on the field or the dugout allowed by any players, coaches or managers.  
 447 q. A team may bat up to twelve (12) players.  
 448 r. In both the Masters-Classics and Masters-Legends Division, a team may utilize up to two (2) courtesy  
 449 runners per inning subject to all other USA Softball rules on courtesy runners.  
 450

451 **10.04 Bat Rules:** NAGAAA will provide all bats to be used during its tournaments for all divisions, provided the  
 452 supply of bats is budget neutral. The same bats will be provided to both teams to use during competition and must  
 453 meet current USA Softball (ASA) bat rules. With the recommendation of the Athletic Director, the Assistant  
 454 Commissioner will determine the specific bat models to be used and announced no later than January 15 of the  
 455 year in which they are to be used. No team member may use any other bat than those provided by NAGAAA  
 456 anywhere on the playing field, inclusive of the dugout. A team member shall be ejected from the current game if a  
 457 violation of this rule occurs during game play, or for the next game for that team if the violation happens outside  
 458 the game if either of the following are true:

- 459 a. That team member transports or takes an approved bat to any area of the field that is not the immediate  
 460 area surrounding the batter's box or warm-up circle for the on-deck batter as determined by the umpire.  
 461 b. That team member uses a non-approved bat on the playing field, inclusive of the dugouts, at any time the  
 462 approved bats are on the field.

463 Any ejection under this section is subject to further consequences under 10.07.  
 464

465 **10.05 Acts of Disqualification:** The following is a list of acts any one of which may be justification for the ejection,  
 466 suspension or termination of any individual, team, team member, or member association by the Open Division:

- 467 a. Unsportsmanlike conduct.  
 468 b. Abusive behavior toward an umpire, tournament official or participant of the current event immediately  
 469 preceding, during, or after a game. Any expense that is incurred by NAGAAA to ensure the safety of the  
 470 NAGAAA participants will be paid by the offending member association or person or persons.  
 471 c. Commission of fraud such as playing under an assumed name, falsifying an affidavit or roster, or giving  
 472 false information to tournament officials.  
 473 d. Player/Team accepting a cash prize in a softball/baseball tournament.  
 474 e. Receiving money or financial benefits in consideration of participating in softball or baseball competition.  
 475 f. Participating while knowing they do not meet the eligibility requirements of the Open Division.  
 476 g. Knowingly competing with players that are disqualified from Open Division play.  
 477 h. Accepting money (directly or indirectly) by capitalizing on athletic ability, athletic performance, or fame in  
 478 softball or baseball, such as allowing the use of the player's name to advertise, recommend, or promote  
 479 the sale of softball or baseball sporting goods or by accepting compensation for using such goods.  
 480 i. Using any bat not approved by this organization or using an approved bat in violation of rules established  
 481 by this organization.  
 482

483 **10.055 Non-Registered Players:** Any person entering the tournament as a player shall register following the  
 484 established process for registration before entering any game as an active player. The Athletic Director, shall, upon  
 485 confirmation that a player entered a game as an active player without that player having completed the official  
 486 tournament registration process, eject that player from that game and disqualify that player for the remainder of  
 487 the tournament. The team which rosters a player ejected and disqualified under this rule, shall be recorded a  
 488 forfeit loss in any game in which that player participated. An active player means a player who participated in the  
 489 game in an offensive or defensive role including as a courtesy runner. A player listed as a substitute on a line-up  
 490 card but who does not enter the game is not governed by this rule.

491 a. No team eliminated from the double elimination tournament shall be reinstated to the bracket, except  
 492 when that team is granted a forfeit win by this section and no intervening game in the bracket affecting  
 493 that team has been played between the game in which the team was eliminated and the game in which  
 494 the team with an unregistered player is recorded a forfeit loss.  
 495

496 **10.06 Ejections from Game:** During NAGAAA play, any time a player, coach or manager strikes another player,  
 497 coach or manager, said player, coach or manager shall be ejected from the game and shall not be allowed to sit on  
 498 the player's bench.

499 a. If a player is ejected from a game, the ejecting umpire will record the player's name, team name / city and  
 500 the reason for the ejection. They must provide this information to a NAGAAA official immediately who  
 501 must ensure the Athletic Director obtains this information whom shall rule on the length of ineligibility  
 502 arising from the ejection.  
 503

504 **10.07 Ejections at Any Time:** Any individual ejected from a game or any individual who engages in conduct  
 505 defined as act of disqualification during the time of the tournament inclusive of all tournament related events, and  
 506 is identified and recommended for disqualification by a member of the Board of Directors, the Umpire-in-Charge, or  
 507 Assistant Umpire(s)-in-Charge shall be subject to a disciplinary hearing.

508 a. If the ejection or recommendation for disqualification occurs before the time that protest committees are  
 509 available at the field complex(s) then the Athletic Director shall convene a panel of 3 directors, exclusive  
 510 of the Commissioner, to hear the case and make a ruling subject to (c.)  
 511 b. If the ejection or recommendation for disqualification occurs while a protest committee is available to  
 512 convene, the committee shall convene, hear the case, and make a recommendation to the Athletic  
 513 Director, subject to (c.)  
 514 c. Any recommendation for sanctions under this section shall be limited only to the tournament, inclusive of  
 515 all tournament related events, and may include any sanction up to complete disqualification from that  
 516 tournament.  
 517

## 518 **CHAPTER 20 – MEMBER ASSOCIATION RESPONSIBILITIES & PLAYER ELIGIBILITY**

519  
 520 **20.01 Jurisdiction:** This chapter shall be the jurisdiction of the Council and amended by majority at any council  
 521 meeting, except that any amendment adopted at summer meeting of the Council must achieve a ninety-percent  
 522 (90%) vote to be effective at the Gay Softball World Series immediately following that meeting.  
 523

524 **20.02 Definitions:** The following definitions apply in this chapter and in common usage throughout the  
 525 Governing Manual:

526 a. Non-LGBT – a person who does not self-identify as Lesbian, Gay, Bisexual, or Transgender  
 527 b. Additional Player -- a player added to a team's regular season roster for purposes of tournament play. The  
 528 player must be from the regular season roster of another team within the same member association.  
 529 c. Sanctioned NAGAAA Tournament – a tournament sanctioned by NAGAAA, currently only the Gay Softball  
 530 World Series and the NAGAAA Cup.  
 531

### 532 **SECTION 1 – MEMBER ASSOCIATION RESPONSIBILITIES**

533  
 534 **20.10 Regular Seasons Rosters:** Member associations must submit regular season team rosters which shall  
 535 account for every player that played in the qualifying season of the member association. The roster shall identify  
 536 the team name and each individual manager's and/or player's legal first and last name and date of birth and any  
 537 other information as required by the Board of Directors. A regular season roster may not be comprised of more  
 538 than twenty (20) players, except that managers and/or coaches who are not eligible to play or who do not play as a  
 539 player do not count towards this requirement. No player may be listed on more than one (1) regular season roster.  
 540 The Board of Directors shall determine the manner and form for submission of the rosters, deadline for submission  
 541 of the roster, and any sanctions for errors, omissions, and/or changes.

542  
543 **20.11 NAGAAA Tournament Roster:** Teams entered in a NAGAAA tournament must be registered with the same  
544 roster that they submitted during the regular season except a team may add up to four (4) additional players,  
545 whom qualified in that association, replacing players or filling empty slots on their regular season roster; and the  
546 roster may have a maximum of three (3) non-LGBT players. A team must have at least ten (10) players on the  
547 roster to be considered a properly rostered team. No player may be listed on more than one (1) NAGAAA  
548 Tournament or Open Roster Tournament team. No team may roster a player who is named on the regular season  
549 roster of another team that is entered in the same division of the tournament. A regular tournament roster may  
550 not be comprised of more than twenty (20) players, except that managers and/or coaches who are not eligible to  
551 play or who do not play as a player do not count towards this requirement and each GSWS roster may name two  
552 (2) non- playing members in addition to the maximum of 20 players. The Board of Directors shall determine the  
553 manner and form for submission of the rosters, deadline for submission of the roster, and any sanctions for errors,  
554 omissions, and/or changes.

555  
556 **20.12 NAGAAA Open Roster Tournament Teams:** Member associations may enter a certain number of teams for  
557 the GSWS as open roster teams. The rosters of these teams may be comprised of any player who meets the  
558 participation standard and played in that member association rostering the team. The open roster team must have  
559 at least ten (10) players on the roster, and the roster may have a maximum of three (3) non-LGBT players. No  
560 player may be listed on more than one (1) NAGAAA Tournament or Open Roster Tournament team for that GSWS.  
561 An Open Roster Tournament team may not be comprised of more than twenty (20) players, except that managers  
562 and/or coaches who are not eligible to play or who do not play as a player do not count towards this requirement.  
563 Each roster may name two (2) non-playing members in addition to the maximum of twenty (20) players. The total  
564 number of Open Roster Tournament teams which may be entered by a member association shall be determined in  
565 the berth allotments. The Board of Directors shall determine the manner and form for submission of the rosters,  
566 deadline for submission of the roster, and any sanctions for errors, omissions, and/or changes

567  
568 **20.13 Masters Division Open Roster Tournament Teams:** Any Masters-Classics or Masters-Legends Division team  
569 shall be considered an Open Roster Tournament team. A Masters Division open roster team must have at least ten  
570 (10) players on the roster, and the roster may have a maximum of three (3) non-LGBT players. No player may be  
571 listed on more than one (1) NAGAAA Tournament or Open Roster Tournament team for that GSWS. A Masters  
572 Division Open Roster Tournament team may not be comprised of more than twenty (20) players, except that  
573 managers and/or coaches who are not eligible to play or who do not play as a player do not count towards this  
574 requirement. Each roster may name two (2) non-playing members in addition to the maximum of twenty (20)  
575 players. A Masters Division Open Roster team may add an unlimited number of players from other regular-season  
576 teams and/or member associations to their roster but may not exceed twenty (20) players total on the roster. Any  
577 players on a Masters Division Open Roster tournament team need not have qualified for the GSWS in the same  
578 member association that is rostering the team. Any player on these rosters must have met player eligibility  
579 standards in their qualifying NAGAAA member association. The Board of Directors shall determine the manner and  
580 form for submission of the rosters, deadline for submission of the roster, and any sanctions for errors, omissions,  
581 and/or changes

582  
583 **20.14 Adding Players to A GSWS Roster From Other Associations:** If a member association enters only one (1)  
584 team total for the GSWS across all divisions (A, B, C, D, Masters-Classics, & Masters-Legends), that team shall be  
585 considered an Open Roster Tournament team. This team shall be subject to the Open Roster Tournament Team  
586 rules, except that the member association may add up to four (4) players from any other member association,  
587 provided that all players on the team have met the player eligibility standards in their qualifying NAGAAA member  
588 association. This rule is the sole manner in which a member association may add a player whom qualified in  
589 another member association to their GSWS roster. This section does not apply to or restrict any Masters Division  
590 team from adding players from other member associations to their GSWS roster, subject to the rules governing the  
591 Masters Division Open Roster Tournament teams.

592

593 **SECTION 2 - RATINGS & DIVISIONAL GUIDELINES**  
 594

595 **20.20 Individual Player Ratings:** Each member association shall rate every player on each of its teams using the  
 596 Player Rating Guidelines and report these ratings along with regular season roster in the form and manner as  
 597 determined by the Board of Directors.  
 598

599 **20.21 Team Ratings:** A team rating is defined as the sum of the highest ten (10) individual player ratings  
 600 rostered on that team.  
 601

602 **20.22 Divisional Guidelines:** Teams may compete in the following divisions based on their Player and Team  
 603 Ratings.

- 604 a. A division - All teams rated 270 or lower; no team rated lower than 170 is allowed to play in the A division,  
 605 except any B team granted eligibility in or required to move to A Division under the berth allocations and  
 606 no-repeat rule of this organization shall be exempt from this minimum rating requirement.  
 607 b. B division - All teams rated 175 or lower; no players rated over 19 are allowed on a B division team.  
 608 c. C division - All teams rated 135 or lower; no players rated over 14 are allowed on a C division team.  
 609 d. D division - All teams rated 95 or lower; no players rated over 10 are allowed on a D division team.  
 610 e. Masters Division - Classics Division - All teams rated 135 or lower; no players rated over 16 are allowed on  
 611 a Classics Division team.  
 612 f. Masters Division - Legends Division - All teams rated 115 or lower; no players rated over 12 are allowed  
 613 on a Legends Division team.  
 614

615 **20.23 Amendments Affecting Divisional Guidelines:** Prior to adoption of any amendment to alter the divisional  
 616 guidelines, the Assistant Commissioner shall report to the council the number of players that will be displaced by  
 617 the proposed change and the number of member associations that shall be impacted by the proposed change. No  
 618 amendment is in order until such report is received.  
 619

620 **20.24 Threshold for Amendments:** Any amendment to divisional guidelines requires a two-thirds (2/3) vote of  
 621 the Council for adoption and is effective in the calendar year following the year the amendment was adopted,  
 622 except that an amendment to divisional guidelines adopted at a winter meeting of the Council requires a ninety-  
 623 percent (90%) vote to be effective at a sanctioned NAGAAA Tournament in the same calendar year as the winter  
 624 meeting.  
 625

626 **20.25 Ratings Workshop:** All new member associations and first-time voting representatives of any member  
 627 association are required to attend the ratings workshop held at their first regular meeting.  
 628

629 **SECTION 3 - ATHLETIC PARTICIPATION & ELIGIBILITY**  
 630

631 **20.30 Professional players:** Professional softball or baseball players are ineligible to qualify for any Association  
 632 while pursuing their profession.  
 633

634 **20.31 Player age:** Players must be at least 18 years of age prior to roster submission deadline of the NAGAAA  
 635 tournament in which they are registered. Masters Division players must be at least 50 years of age at any time in  
 636 the calendar year of the NAGAAA tournament.  
 637

638 **20.32 Participation:** A player must participate in a minimum of fifty percent (50%) of their team's regular season  
 639 games; except for Masters Division, for which the minimum requirement is five (5) games. Participation is defined  
 640 as a player included on their team's game lineup card and present in or within close vicinity of their team bench or  
 641 dugout.  
 642

643 **20.33 Requirements for Teams:** No team may be considered a regular season roster team nor be eligible

644 for a NAGAAA event unless the team completes at least ten (10) regular-season games against other teams  
645 within the member association. This preceding requirement may be waived by the Board of Directors in  
646 extraordinary circumstances. The games must be conducted according to the rules of USA Softball (ASA) or a  
647 similar sanctioning body.

648 a. An "A" Division team may meet its 10-game requirement by playing scheduled games against teams  
649 from other Associations, except for games played in any tournament.

650

651 **20.34 Ratings Changes Affecting Players:** Should a player's rating change during the member association's  
652 NAGAAA qualifying season and the rating change force the player to move to a new division or a different team,  
653 the games played on either team or in either division in the same member association qualify towards the  
654 participation requirement.

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**CHAPTER 25 – PLAYER RATING GUIDELINES**

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

**SECTION 1 – DEFINITIONS**

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

- a. Above Average Speed – Having the ability to run 70 feet from a standing start in less than 4 seconds but not having the ability to do it in less than 3 seconds.
- b. At-bat – An at-bat is charged to a player following every plate appearance except when: 1) the player hits a sacrifice fly that scores a runner, 2) the player is awarded a base on balls, or 3) the third out occurs and the batter is not entitled to run to first base. Exception #3 shall not be considered if the batter is out due to a strike being a foul ball which ends the at-bat. In the event of any discrepancy between this definition and the official scoring rules of the USA Softball (ASA) and definition contained therein, the latest version of the USA Softball (ASA) rules shall control.
- c. Average Speed – Having the ability to run 70 feet from a standing start in less than 5 seconds but not having the ability to do it in less than 4 seconds.
- d. Base Safely Reached on Error – A batter shall be credited with a base safely reached on error on the part of a defensive player(s) who is charged with an error by the scorekeeper.
- e. Below Average Speed – Not having the ability to run 70 feet from a standing start in 5 seconds or less.
- f. Consistently – to be able to perform the particular skill with great regularity. For the purposes of throwing and fielding questions, the skill can be performed 4 out of 5 times. For the purposes of the hitting questions, the skill can be performed 3 out of 5 times.
- g. Defense definitions - a) A limited level of defense is a theoretical set of players having the following skills: Questions 1, 2, 3, 6, 7, & 8. b) An intermediate level of defense is a theoretical set of players having skills greater than a limited level of defense but less than an exceptional level of defense. c) An exceptional level of defense is a theoretical set of players having greater skills than: Questions 1, 2, 3, 4, 6, 7, 8, 9, & 10
- h. Exceptional Speed – Having the ability to run 70 feet from a standing start in less than 3 seconds.
- i. Fly Ball – any batted ball that is higher than a line drive but is in the air less than five (5) seconds.
- j. Hard Hit Ball – described as a ball hit at a minimum of 80 mph or greater than 250 feet in the air or a ground ball that would roll to a distance greater than 250 feet, if not impeded.
- k. High Fly Ball – Any batted ball that is in the air for five (5) seconds or more.
- l. Hit – A batted ball that allows the batter to reach base safely: 1) on a fair ball which settles on the ground, clears the fence, or strikes the fence before being touched by a fielder, 2) on a fair ball which is hit with such force or such slowness or which takes an unnatural bounce that it is impossible to field with ordinary effort in time to make an out, 3) when a fair ball which has not been touched by a fielder becomes dead because of touching the person or clothing of an umpire, or 4) when a fielder unsuccessfully attempts to retire a previous runner and in the scorer’s judgement, the batter-runner would not have been retired at first base by perfect fielding. A hit shall not be scored: 1) when a runner is forced out on a batted ball or would have been forced out except for a fielding error, 2) when a pleyer fielding a batted ball retires a preceding runner with ordinary effort, 3) when a field fails in an attempt to retire a preceding runner, and in the scorer’s judgement, the batter-runner could have been retired at first base, or 4) when a batter reaches first base safely as a result of a preceding runner being called out for interfering with a batted or thrown ball, or with a defensive player. In the event of any discrepancy between this definition and the

- 707 official scoring rules of the USA Softball (ASA) and the definition contained therein, the latest version of  
 708 the USA Softball (ASA) rules shall control.
- 709 m. In the Gap – a ball that is hit at a distance that is more than 30-foot radius (about 10-12 steps) from the  
 710 outfield defender.
  - 711 n. In the Hole - a ball that is hit at a distance that is more than 12-foot radius (4-5 steps) from the infield  
 712 defender.
  - 713 o. Line Drive – a ball that from the point of contact rises vertically less than 10% of the total horizontal  
 714 distance it travels.
  - 715 p. Long Fly Ball – any batted ball that travels further than 250 feet in the air
  - 716 q. Long Throw – a throw that travels 150 feet or more in the air.
  - 717 r. Modified batting average – The percentage resulting from the sum of a player's: 1) hits and 2) bases safely  
 718 reached on error divided by the player's at-bats.
  - 719 s. Medium Hit Ball – a ball hit 55 to 80 mph or hit 150 to 250 feet in the air or a ground ball that would roll  
 720 to a distance of 150-250 feet, if not impeded.
  - 721 t. Medium Velocity – a ball hit 55 to 80 mph or hit 150 to 250 feet in the air or a ground ball that would roll  
 722 to a distance of 150-250 feet, if not impeded.
  - 723 u. Occasionally – to be able to perform the particular skill with some regularity. For the purposes of throwing  
 724 and fielding questions, the skill can be performed 3 out of 5 times. For the purposes of the hitting  
 725 questions, the skill can be performed 2 out of 5 times.
  - 726 v. On Purpose – with intent
  - 727 w. Proper Place – appropriate base or fielder
  - 728 x. Rainbow Arc – a ball that from the point of release rises vertically 10% or more of the total distance that it  
 729 travels
  - 730 y. Slow Hit Ball – a ball hit up to 55 mph or hit 150 feet or less in the air or a ground ball that would roll to a  
 731 distance of less than 150 feet, if not impeded.
  - 732 z. Spectacular Catch – when a player catches the ball while leaving his center of gravity or is able to  
 733 overcome obstructions.
  - 734 aa. Take Extra Bases – advance at least one (1) base beyond what the opportunity would typically provide a  
 735 base runner with average speed.
  - 736 bb. Vicinity – within a step in any direction laterally of the player receiving the throw
  - 737 cc. Within a few steps – includes balls hit to the player as well as balls hit within a few steps of the player.

## 738 SECTION 2 – PLAYER RATING GUIDELINES

739  
 740 **25.20 Rating Guidelines:** The following are the official rating guidelines of this organization:

### 741 *Directions:*

- 742 1. Read the following Statement of Purpose: *This form is intended to be used as a tool to assist those*  
 743 *responsible for rating players so ratings may be fair and consistent across all levels of play and across*  
 744 *all leagues in the Open Division. All questions are intended to determine if a player possesses a skill or*  
 745 *skills necessary for softball.*
- 746 2. Read & understand the definitions of the various terms used in ratings in the definitions section of  
 747 this chapter
- 748 3. Answer YES or NO for each question.
- 749 4. Many questions have multiple parts. A YES to ANY one part is a YES to the question.
- 750 5. Questions: All questions will begin with the phrase: DOES THE PLAYER HAVE THE ABILITY TO...
- 751
- 752

<b>THROWING</b>				
<i>Questions 1-5 are intended to identify THROWING ability, and have nothing to do with the player's ability to field the ball.</i>		<i>Questions #1-5 are linked. A player who gets Question #4, for example, automatically gets #1-3.</i>		
Question 1	Question 2	Question 3	Question 4	Question 5
occasionally throw a ball through the air 70 feet or better in the vicinity of another player?	consistently throw a ball through the air 100 feet or better in the vicinity of another player? OR occasionally throw to the proper place turning accurate infield plays against runners with average base running speed?	occasionally throw a ball through the air 100 feet or better without a rainbow arc in the vicinity of another player? OR consistently throw to the proper place turning accurate infield plays against runners with average base running speed?	consistently throw a ball through the air 100 feet or better without a rainbow arc in the vicinity of another player?	consistently throw without a rainbow arc to the proper place turning accurate infield plays against aggressive runners with above average speed? OR consistently make long throws without a rainbow arc from the outfield directly and accurately to the proper base completing proper plays against runners with above average speed?
<b>FIELDING</b>				
<i>Questions 6-14 are intended to identify FIELDING ability, and have nothing to do with the player's ability to throw the ball.</i>		<i>Questions #6-13 are linked. A player who gets Question #11, for example, automatically gets #6-10. Question #14 is not automatically linked to any other question.</i>		
Question 6	Question 7	Question 8	Question 9	Question 10
occasionally on purpose catch balls that are thrown to the player with a rainbow arc?	occasionally on purpose catch balls that are thrown to the player without a rainbow arc?	consistently on purpose field slow hit balls that are within a few steps? OR consistently on purpose catch fly balls that are within 15 feet?	consistently on purpose field medium hit balls that are within a few steps? OR consistently on purpose catch fly balls that are more than 15 feet away?	occasionally on purpose field medium hit balls that are in the hole? OR occasionally on purpose catch fly balls that are more than 30 feet away?
Question 11	Question 12	Question 13	Question 14	
consistently on purpose field medium hit balls that are in the hole? OR consistently on purpose catch fly balls that are more than 30 feet away?	occasionally on purpose field hard hit balls that are in the hole? OR occasionally on purpose stop line drives in the gaps from getting by the outfielders?	consistently on purpose field hard hit balls that are in the hole? OR consistently on purpose stop line drives in the gaps from getting by the outfielders?	occasionally on purpose make spectacular catches?	

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754

<b>BASE RUNNING</b>				
<i>Questions #15-18 are linked. A player who gets Questions #17, for example, automatically gets #15 &amp; #16</i>		<i>Rating is to be determined by answering the speed element and one additional element</i>		
SKILL ELEMENT ↓	Question 15	Question 16	Question 17	Question 18
<b>SPEED</b>	below average speed (unable to run 70' from standing start in 5 seconds or less)	average speed (Able to run 70' from standing start in less than 5 sec. but not less than 4 sec.)	above average speed (Able to run 70' from a standing start in less than 4 sec. but not less than 3 sec.)	exceptional speed (Able to run 70' from a standing start in less than 3 sec.)
<b>BASE RUNNING KNOWLEDGE</b>	runs past first base, but doesn't run past other bases	gets solid jump start out of the batter's box; doesn't lead off; tags up; goes half way to next base on a fly ball; rounds bases with "question mark" technique	aggressive jump out of the box, makes a turn at first and goes about half way to second base on an outfield base hit; advances on a slightly bobbled ball	makes an attempt to turn a routine base hit into a double on a ball hit to a player who is adept at fielding and throwing.
<b>SLIDING</b>	does not slide	sometimes slides to be safe	executes several different slides to avoid tags; slides with a deliberate attempt to break up a double play	similar skills to the above average player but achieves greater frequency of success
<b>HITTING</b>				
<i>Questions 19-27 are intended to be answered based on the outcome – not counting walks – of each completed at bat (whether the batter reaches base or is out on the final pitch of the at bat), not based on the outcome of each swing during an at bat.</i>		<i>Questions #19-22 are linked. A player who gets Question #22, for example, automatically gets #19-21. Questions #23-26 are linked. A player who gets Question #26, for example, automatically gets #23-25.</i>		
Question 19	Question 20	Question 21	Question 22	<i>For questions #23-26 use the modified batting average</i>
occasionally hit a fair ball?	consistently hit a fair ball?	occasionally hit a fair ball with at least medium velocity?	consistently hit a fair ball with at least medium velocity?	
Batting Against ↓	Question 23	Question 24	Question 25	Question 26
<b>D Division</b>	.800 or better	.900 or better	.975 or better	1.000
<b>C Division</b>	.600 or better	.700 or better	.800 or better	.875 or better
<b>B Division</b>	.400 or better	.500 or better	.600 or better	.750 or better
<b>A Division</b>	.200 or better	.300 or better	.400 or better	.600 or better
<i>Question #27 is not automatically linked to any other question.</i>		<b>Question 27</b> →	occasionally hit a ball over a 300' fence?	

**CHAPTER 30 – GAY SOFTBALL WORLD SERIES**

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

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

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

**30.04 Umpire Selection:** The Umpire-in-Chief (UIC) shall select umpires in a manner consistent with the rules, regulations and acts of the Open Division. Umpires may be nominated through the member association in whose geographic area they are accredited. The UIC must receive an Association's umpire recommendation(s) by January 1 for the candidate to be eligible to officiate in the immediate next GSWS. Recommendations may come from their league commissioner, the league UIC, previous GSWS UIC or previous/current Athletic Director. The Board of Directors shall create policies for umpire selection that welcome umpires from all diverse representations of this organization and ensure competent administration and officiation of the game.

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

**SECTION 1 –HOST CITY SELECTION**

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

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

**30.12 Bid Presentations:** All member associations, having properly submitted the Intent to Bid, deposit, and accompanying document(s) shall be allowed to present to their bids to the Council at the Summer Meeting two (2) years prior to the intended GSWS. There will be no hosted bid city parties. The Commissioner will set aside individual meeting rooms, at a particular time, during the Summer Meeting for a Q and A session with the bidding associations.

- 807 a. If the state or province where the GSWS is being conducted requires insurance above and beyond what  
 808 the Council has previously authorized this situation should be presented in the initial bid by the member  
 809 association(s) seeking to host the GSWS.  
 810

811 **30.13 Bid Restrictions:** No association will hold a GSWS in another member association's metropolitan area  
 812 without permission of that member association. No organization that is not a member of the NAGAAA, Open  
 813 Division Softball, Inc. can serve as a Host City for the GSWS.  
 814

815 **30.14 No-Bid Authorizations:** In the event no association submits an Intent to Bid form for the GSWS, the  
 816 NAGAAA Board of Directors will select the Host City for the event. In such cases, NAGAAA assumes all  
 817 responsibilities and costs for hosting said GSWS and the Board of Directors is exempt from the restrictions listed in  
 818 this chapter.  
 819

## 820 SECTION 2 – TOURNAMENT FORMAT

821  
 822 **30.20 Divisions:** The GSWS shall be conducted with teams divided by the divisional guidelines of this  
 823 organization in the following divisions: "A", "B", "C", "D", "Masters-Classics", and "Masters-Legends" Divisions.

- 824 a. If there are less than four (4) teams registered in the Masters-Legends Division, the division shall be  
 825 consolidated into the Masters-Classics Division. Teams originally registered for the Masters-Legends  
 826 Division may, upon notice of the consolidation, elect to withdraw from the tournament and receive a full  
 827 refund of the team and other required fees and deposits without penalty.  
 828

829 **30.21 Pool Play:** For all divisions, the pool play draw is based on team ratings, except for A & B Division pool play  
 830 assignments, the top three (3) seeds will be assigned to the top teams from NAGAAA Cup in their respective  
 831 division, if applicable. Masters Division, both Classics & Legends divisions, pool play shall begin no earlier than  
 832 Wednesday of the week of the GSWS except that when more than 20 teams are registered in either Masters  
 833 Division then pool play shall begin no earlier than Tuesday of the same week. Pool play shall consist of four (4)  
 834 games per team, where possible, with a minimum of two (2) pool play games. The Athletic Director shall assign  
 835 each team an equal number of games per team as the home team and the visiting team and in the case of any odd  
 836 number of games per team, the Athletic Director shall randomly assign the team as home or the visiting team.

- 837 a. Forfeiting any pool play game will result in an automatic disqualification of the team from that year's  
 838 double elimination tournament. Appeals of an automatic disqualification may be presented to the  
 839 Assistant Commissioner before the beginning of the double elimination games if accompanied by a non-  
 840 refundable \$50 fee. If an appeal is upheld, the team will be reinstated in the GSWS with the pool play  
 841 record as recorded. If an appeal is denied, the team is disqualified.  
 842

843 **30.22 Double Elimination:** The Athletic Director will hold and publish the results of a double elimination bracket  
 844 draw. Seeding into Double Elimination will be determined by the results of pool play. Any teams with the same  
 845 record shall be seeded in order of their ratings, highest to lowest. If any teams are tied on ratings, the seed shall be  
 846 determined by random draw. Any team eliminated in pool play will be assigned the lowest seed in the Double  
 847 Elimination Bracket. If two teams from the same member association are drawn to play each other the first round  
 848 of the Double Elimination bracket, the lower seeded team will be dropped one seed. If two teams from the same  
 849 member association are drawn to play each other the first round of the Double Elimination bracket and both  
 850 teams occupy the lowest two seeds in that division, then the higher seed of the two shall be elevated one more  
 851 position in the seeding. The AD is authorized to schedule the tournament such that some teams may be eliminated  
 852 on the first day of Double Elimination play. For all games in double elimination, the home team shall be the higher  
 853 seeded team between the two (2) opposing teams, except that the no team that is undefeated in double-  
 854 elimination may be the away team when facing an opponent, with a recorded loss in double elimination, who is  
 855 seeded higher.  
 856

857 **30.23 Trophies:** Trophies will be given in all divisions and awarded after the conclusion of the Double

858 Elimination Tournament. Team Trophies will be given for the 1st, 2nd, 3rd, and 4th place winners for each division.  
 859 Individual awards will be given to the rostered members of the trophy-winning teams in each division.

860

### 861 SECTION 3 – REGISTRATION

862

863 **30.30 Player Registration:** Each member of each GSWS team shall be required to register prior to playing in the  
 864 GSWS. During registration, players must verify their rating, pick up player status, select an LGBT/Non-LGBT status,  
 865 review the required waiver information, and verify the accuracy of all information and provide their signature to  
 866 complete the registration. Players will be required to present state or nationally accepted photo identification at  
 867 registration for the purposes of establishing identity. No changes can be made to any player rating, either adding  
 868 or deleting, at any time without the member association’s commissioner’s or voting representative’s (as  
 869 designated by that association’s commissioner) in person authorization and approval.

870

871 **30.31 Registration Terms & Exceptions:** Player registration will be closed prior to the start of the first double  
 872 elimination game in that player’s division. The Assistant Commissioner shall have the authority to allow late  
 873 registration to a player with a travel delay demonstrated to be beyond their control.

874

### 875 SECTION 4 – TEAM ENTRIES

876

877 **30.40 Team Entry Fees:** Member associations shall reserve GSWS tournament berths by paying an entry fee as  
 878 determined by the Board of Directors and by the deadline established by the board, unless exempted from the fee.  
 879 Late payments of the fee are subject to fine. Cancellations of team entry, subject to the minimum berth  
 880 requirement, shall result in refund of the team fee if cancelled before the deadline set by the Board of Directors.  
 881 Cancellations after the deadline are not refundable.

882

883 **30.41 Host Hotel Deposits:** Each Association, except for the Host City, shall also provide a hotel deposit for each  
 884 of its GSWS teams as determined by the Board of Directors and by the deadline established by the board. The hotel  
 885 deposit for each team, or on a cumulative basis for an Association, shall be fully refunded to the Association only  
 886 when the Association provides receipts totaling the number of nights per team in rooms booked within the official  
 887 block of qualifying rooms as determined by the Board of Directors and the receipts are provided to the Treasurer by  
 888 the deadline established by the Board of Directors.

889

890 **30.42 World Series Berth Allocation:** Teams may participate in the GSWS by earning a berth through one of the  
 891 following:

- 892 a. Association Berth Allotment: Member associations are allotted a certain number of GSWS berths. In turn,  
 893 each member association shall be responsible for its own determination on utilizing its allotted GSWS  
 894 berths.
- 895 b. The top three (3) teams in the B, C, and D Division receive an automatic berth in the next-higher division  
 896 at the following year’s GSWS, which shall not count against the member association’s berth allotment,  
 897 provided the team consists of at least four (4) players of the prior-year GSWS team who are eligible. Any B  
 898 team awarded a berth by this paragraph shall be exempt from the minimum team rating requirement for  
 899 the A Division.
- 900 c. The top three (3) teams in both the A & B division from the same year’s NAGAAA Cup tournament are  
 901 granted a World Series berth, which shall not be counted against the member association’s berth  
 902 allotment.

903

904 **30.43 Minimum Berth Requirement:** Each Association must send at least one (1) team to the GSWS, or be  
 905 subject to a fine as determined by the Board of Directors as well as other sanctions, including, reduction of the  
 906 total berth allocation to one (1) total team for the following years’ GSWS, and possible suspension or termination  
 907 of membership.

908

909 **30.44 Exemptions from Minimum Requirements:** A member association with eight (8) or fewer teams shall be  
 910 exempt from the penalties under the Minimum Berth Requirement under certain circumstances. To exercise this  
 911 exemption, the Association must notify the Commissioner of its intent not to participate in that year’s GSWS by the  
 912 deadline established by the Board of Directors and must not have exercised this exemption in the immediate  
 913 preceding two (2) calendar years. The member association shall be required to fulfill all other obligations, including,  
 914 but not limited to, the GSWS Protest Committee(s).  
 915

916 **30.45 Association Berth Allotment:** Each member association is allotted a certain number of GSWS berths  
 917 as listed in the table below and subject to the following:

- 918 a. A member association may enter an unlimited number of A, Masters-Classics, or Masters-Legends  
 919 Division teams notwithstanding any other berth allotments.
- 920 b. In calculating berth allotments, all regular season teams of a member association shall be considered  
 921 in determining the number of berths allotted.
- 922 c. A member association may enter up to two (2) teams total as open-roster tournament teams in the  
 923 C and/or D Division, subject to berth allotments. Any entry of one (1) or two (2) open-roster  
 924 tournament teams in the C and/or D Division precludes any entry of any regular NAGAAA  
 925 tournament roster team in that division. There shall be no open-roster tournament teams in the B  
 926 Division.
- 927 d. A member association entering only one (1) A Division team may do so as on open-roster team.
- 928 e. All Masters-Classics and Masters-Legends Division teams shall be considered open roster teams.  
 929

<b>ASSOCIATION BERTH ALLOTMENTS</b>						
<b>Team Entries may not exceed maximum limits for each division nor the total maximum berths</b>						
<b>TEAMS IN MEMBER ASSOCIATION</b>	<b>MAXIMUM BERTHS (in B, C, &amp; D Divisions)</b>	<b>A DIVISION MAXIMUM</b>	<b>B DIVISION MAXIMUM</b>	<b>C DIVISION MAXIMUM</b>	<b>D DIVISION MAXIMUM</b>	<b>MASTERS DIVISIONS MAXIMUM</b>
1-9	3	UNLIMITED	1	1	1	UNLIMITED
10-19	4		2	2	2	
20-24	5		2	2	2	
25-29	7		3	2	2	
30-34	8		3	3*	3*	
35+	9		3	3	3	
Any member whom registers and rosters the maximum number of berths allotted may add one (1) extra berth total to be utilized in any division						
GSWS Host City may add up to 1 berth in each division (B, C, & D) to the totals listed in the table.			<i>* NOTE: For member associations with 30-34 teams, the total number of entries between C &amp; D division may not exceed five (5).</i>			

930  
 931 **30.46 No-Repeat Rule:** No team awarded first or second place in the B, C, or D Division of the GSWS shall be  
 932 eligible to compete in the same or lower division at the following year’s GSWS. Any B team, awarded first or  
 933 second place in a GSWS, shall only be eligible to play in the A Division in the following year’s GSWS, regardless of  
 934 the team rating. The Masters Legend team awarded first place of the GSWS shall not be eligible to compete in the  
 935 same or lower division at the following year’s GSWS. For the purpose of this rule, an ineligible returning team  
 936 shall be defined as consisting of four (4) or more players from the prior-year GSWS roster of a team awarded first  
 937 or second place.  
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**CHAPTER 40 – NAGAAA CUP**

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

**40.02 Purpose:** The NAGAAA Cup is an invitational tournament that is designed to increase GSWS participation by the A and B Divisions.

**SECTION 1 – ADMINISTRATION & TEAMS**

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

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

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

**40.13 Winners & GSWS Berths:** Regardless of their overall NAGAAA Cup standing, the 3-highest placing A and B Division teams will receive an automatic berth into that year's GSWS. GSWS team fees for the highest-placed A and B Division teams will be waived. All other fees/deposits will still apply. Automatic berths shall not count toward the respective association's GSWS berth allotment. A team earning a berth awarded in this sub-section may only add up to four (4) players on its roster at the GSWS to utilize the berth as awarded or the berth shall be forfeited. Any berth awarded in this sub-section shall be forfeited if any player from the NAGAAA Cup roster of the team awarded the berth is listed on a regular season roster in a different member association, but only if that member association is the player's qualifying association. A NAGAAA Cup trophy for overall first, second and third place will be awarded.

**SECTION 2 – RULES & TOURNAMENT FORMAT**

**40.20 Rules:** All USA Softball (ASA) and NAGAAA rules as listed in this manual apply to the NAGAAA Cup unless explicitly stated in this section.

- 991 **40.21 Explicit NAGAAA Cup Rules:** These rules are those that preempt USA Softball (ASA) & NAGAAA rules in  
 992 the NAGAAA Cup.
- 993 a. Each team is guaranteed five (5) games.
  - 994 b. Pool play will have a mixture of A and B Division teams.
  - 995 c. Home team will be decided by a double flip for pool play games. For all games in double elimination, the  
 996 home team shall be the higher seeded team between the two (2) opposing teams, except that no team that  
 997 is undefeated in double-elimination may be the away team when facing an opponent, with a recorded loss  
 998 in double elimination, who is seeded higher.
  - 999 d. Uniforms need not be like colored. However, an Arabic whole number (0-99) of contrasting color at least 6  
 1000 inches high must be worn and visible. Identical numbers are not permitted.

1001

1002 **40.22 Seeding Process:** For pool play games, seeds shall be determined by the ratings of the teams. In  
 1003 double elimination games, all seeds will be determined by the win-loss-tie record of the teams. The Double  
 1004 Elimination bracket shall be a combined bracket for the A and B Divisions.

## 1005 CHAPTER 50 – PROTEST PROCEDURE

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1007

1008 **50.01 Jurisdiction:** This chapter shall be the jurisdiction of the Council and amended by majority at any council  
 1009 meeting except that any amendment adopted at summer meeting of the Council must achieve a ninety-percent  
 1010 (90%) vote to be effective at the Gay Softball World Series immediately following that meeting and the amount of  
 1011 any fines or fees shall be the jurisdiction of the Board of Directors and amended at any board meeting by majority.

1012

1013 **50.02 Authority:** A Protest Committee will rule on all eligible protests of player eligibility and ratings. Any  
 1014 protest on the application of the rules of play are made to the UIC and are not in the authority of any Protest  
 1015 Committee to act on. Any Protest Committee shall consist of members of the Council or their appointed designees.  
 1016 The Commissioner shall not, in any circumstance, be a party to the protest or act as a member of a Protest  
 1017 Committee.

1018

1019 **50.03 Protest Committee Schedule:** Member Associations shall be assigned times and required to fulfill their  
 1020 duties as part of a protest committee or face penalties provided for by this organization. The Assistant  
 1021 Commissioner will create a Protest Committee schedule assigning times and locations in proportion to the number  
 1022 of teams that an Association sends to that year's GSWS. This schedule will be distributed prior to the close of the  
 1023 Summer Meeting for that year's GSWS. Protest Committee members must be present and available to hear  
 1024 protests at the assigned time and place. Protest committee members may change assigned times/places provided  
 1025 they initiate the change with another Association and notify the Protest Chair.

1026

1027 **50.04 Protest Chairs & Assistant Protest Chairs:** The Commissioner shall appoint one (1) Protest Chair and a  
 1028 number of Assistant Protest Chair(s) as determined by the Board of Directors. These positions shall act as chairs of  
 1029 any Protest Committee and operate as an independent judge of the matter before the committee, including, but  
 1030 not limited to, guiding the process, assisting the committee with inquiry and exploration, and informing the parties  
 1031 of the process and matters before the committee. In no way, shall a chair opine on the merits of the protest, take  
 1032 part as an advocate for or against any party, nor cast a vote on the matter before the committee. The designated  
 1033 Protest Chair will explain and distribute the procedure for protesting a player or team to the GSWS team  
 1034 representatives at the Managers' meeting held prior to the start of the GSWS, including explanations of reasons for  
 1035 denial of a protest.

1036

1037 **50.05 Protest Committee Composition:** For the purposes of hearing a protest, five (5) representatives from the  
 1038 member associations must be present to constitute the committee, and no member association may have more  
 1039 than one (1) member on the committee. The Protest or Assistant Protest Chair shall not be considered a member  
 1040 of the committee for the purposes of a quorum.

1041

1042 **50.06 Protest Committee Deliberations:** Protest Committee business shall only be discussed with other Protest  
1043 Committee members, the chair of the Protest Committee, the Athletic Director or their assistant(s), and/or the  
1044 NAGAAA Board of Directors. In the course of an appeal or on business matters before the Council, member  
1045 associations may be involved in post facto discussions about a protest that filed, heard, and adjudicated. Only  
1046 members of the committee, the chair, NAGAAA Board of Directors, parties involved in the protest, the Athletic  
1047 Director or their assistant(s), and witness and/or advocates as allowed by the committee shall be permitted into  
1048 the hearing of evidence and testimony before the Committee.

1049

## 1050 SECTION 1 – FILING A PROTEST

1051

1052 **50.10 Who Can File a Protest:** Protests may only be filed by the opposing team’s manager of record or their  
1053 proxy, named to the Assistant Commissioner prior to the tournament, or any Open Division Director, or a member  
1054 association’s Commissioner or their proxy, submitted to the Assistant Commissioner prior to the start of the  
1055 tournament. To be eligible to file a protest, a member association must be a member in good standing.

1056

1057 **50.11 Protests Not Eligible:** No player can have their ratings protested, if the result of the protest would cause  
1058 their current GSWS rating to be lowered. No protests may be filed based on ratings in the A division.

1059 a. Beginning in 2019 and thereafter, no protests may be filed based upon a player’s sex, sexuality, gender, or  
1060 gender identity.

1061

1062 **50.12 Filing a Protest:** A protest must be filed prior to the completion of the game in question. The game umpire  
1063 will suspend the game and notify a NAGAAA official, of all protests or ejections. When filing a protest, the  
1064 protesting party must complete the Protest Form in its entirety and a protest fee must be submitted at the time of  
1065 the filing.

1066

1067 **50.13 Initial Review of the Protest:** Upon initial review of the protest filing, should the protest be denied due to  
1068 an improper filing, the NAGAAA official denying the protest will provide a denial reason but may not directly assist  
1069 completing the form. Upon initial review of the protest filing, should the protest be accepted, the NAGAAA official  
1070 making that determination will notify the teams' managers and the game will continue to conclusion.

1071 a. Any NAGAAA Official denying a protest under this review must clearly state the complete reason for  
1072 denial of the protest, including any errors and/or omissions on the part of the protesting party. Failure to  
1073 clearly state such reasons for denial shall be reported by the protesting party to the Commissioner.

1074

1075 **50.14 Fees for Filing a Protest:** The costs, due at the time of filing, for filing a protest are as follows:

1076 a. For protests not based on player ratings there shall be a \$50 fee to protest a player for non-rating issues.

1077 b. During pool play, the ratings protest filing fee is \$50.00 and \$10.00 per challenged question.

1078 c. During double elimination, the ratings protest filing fee is \$100.00 and \$20.00 per challenged question.

1079

1080

1081 **50.15 Refundable Filing Fees:** If a protest is upheld, any protest filing fee and challenged question fee(s) are  
 1082 returned. If a protest is denied, all fees are nonrefundable. If only a portion of the protest is upheld, monies shall  
 1083 be returned based on the sliding scale for the protest filing fee and challenged question fee as shown below:  
 1084

		Partially Upheld Protests in Pool Play					
		#of questions challenged					
		1	2	3	4	5	6
Filing Fee		\$60	\$70	\$80	\$90	\$100	\$110
#of questions upheld	1	\$60	\$35	\$27	\$23	\$20	\$18
	2		\$70	\$53	\$45	\$40	\$37
	3			\$80	\$68	\$60	\$55
	4				\$90	\$80	\$73
	5					\$100	\$92
	6						\$110

		Partially Upheld Protests in Double Elimination					
		#of questions challenged					
		1	2	3	4	5	6
Filing Fee		\$120	\$140	\$160	\$180	\$200	\$220
#of questions upheld	1	\$120	\$70	\$53	\$45	\$40	\$37
	2		\$140	\$107	\$90	\$80	\$73
	3			\$160	\$135	\$120	\$110
	4				\$180	\$160	\$147
	5					\$200	\$183
	6						\$220

1085  
 1086 **SECTION 2 – CONVENING & CONDUCTING A PROTEST**  
 1087

1088 **50.20 Convening a Protest Committee:** When a protest is filed, the respective Protest Chair or Assistant Protest  
 1089 Chair will convene a Protest Committee to hear and rule on the protest. A chair or committee member with a  
 1090 conflict of interest will recuse themselves, and an alternate will be assigned.

- 1091 a. Any member of the Protest Committee who is a member of a team participating in the GSWs shall not  
 1092 participate in any matter involving any team competing within the same division as the Protest  
 1093 Committee member’s team.
- 1094 b. No member of the Protest Committee shall hear or vote on any matter involving a team or individual from  
 1095 the same Association that the Protest Committee member represents.  
 1096

1097 **50.21 Protest Hearing Process:** The Protest Committee will hear the arguments of both teams and/or parties  
 1098 involved in the protest in order to rule on a protest. During pool play, the Protest Committee will rule on protests  
 1099 as quickly as possible but, in any event, prior to the determination of seeding for double elimination play. During  
 1100 double elimination play, the Protest Committee will rule on the protest prior to the start of the next game in which  
 1101 either team is to be involved. A protest that involves player eligibility and not player ratings, must include at least  
 1102 one (1) member of the NAGAAA Board of Directors, which shall not be the Commissioner.  
 1103

1104 **50.22 Protest Committee Evidence & Record:** Protest Committee hearings are to be audio recorded. The  
 1105 recordings from the protest hearing(s) will be kept for one (1) year from the date of the hearing by the Assistant  
 1106 Commissioner and then destroyed. All player ratings from the prior year and the current year will be available for  
 1107 all Protest Committee hearings.  
 1108

- 1109 **50.23 Protest Hearing Process:** A protest hearing shall be conducted in the following process:
- 1110 a. The Protest Committee chairperson will begin the proceedings by explaining the protest hearing  
 1111 procedures to each team's Manager.
  - 1112 b. The protesting party will begin the hearing by explaining the basis for the protest and presenting any  
 1113 evidence of any kind, including, but not limited to scorebooks, to support the protest.
  - 1114 c. The Protest Committee has the authority to then call for a vote to move the protest forward.
  - 1115 d. After the protesting party has presented its case, the protested party will be afforded the opportunity to  
 1116 present evidence of any kind, including, but not limited to scorebooks, to rebut the protesting party's  
 1117 argument.
  - 1118 e. After the parties have presented their cases the Protest Committee will have the authority to interview  
 1119 players involved in the GSWs, Association officials and Members, and Open Division and GSWs officials  
 1120 and umpires.

- 1121 f. Both principal parties must be notified of and afforded an opportunity to be present.
- 1122 g. The Protest Chair shall remove all parties from the room except for the Protest Committee after the
- 1123 parties have presented their case to allow careful deliberation.
- 1124 h. When the principal parties and the Protest Committee have completed their interviews & deliberations,
- 1125 the Protest Committee shall vote by secret ballot to determine whether to uphold or deny the protest.
- 1126 The principal parties shall have the opportunity to observe the voting process.
- 1127 i. The votes will be tallied and the parties will be informed of the Protest Committee's decision.
- 1128 j. The decision of the Protest Committee is final for the duration of that tournament. Both the Protesting
- 1129 Party and the Protested Party are asked to certify, by signature, that the protest hearing was completed in
- 1130 accordance and compliance with the process outlined in the policies of this organization. Should either
- 1131 party refuse to sign, the review of the process is referred to the Commissioner.

1132 **SECTION 3 – PENALTIES FROM A PROTEST**

1133 **50.30 Actions Arising from the Protest Committee:** If the Protest Committee changes a player’s rating question,

1134 it will be submitted to the Assistant Commissioner and will remain marked as “Yes” or “Y” through the following

1135 season. Any action taken by the Protest Committee will be reviewed by the Council through the Ethics Committee

1136 at the next Regular Meeting to determine if further sanctions are appropriate. The Protest Committee may make

1137 recommendation for any additional penalties.

1138 **50.31 Penalties for Non-Ratings Based Protests:** A person protested on matters other than player rating and

1139 found in violation shall be assessed the following penalties:

- 1140 a. The player’s team forfeits the protested game and any subsequent games in which the protested player
- 1141 has played prior to the resolution of the protest.
- 1142 b. The player and their team manager will be disqualified from the remainder of the current GSWS.
- 1143 c. A fine of \$500 assessed to the player’s qualifying association.

1144 **50.32 Fines for Ratings Based Protests:** A player protested on player ratings and found in violation shall have

1145 their qualifying association assessed the fines listed in the table:

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

1151 **50.33 Penalties for Ratings Violations Causing a Team to Move Up a Division:** If a protest results in a player

1152 rating change that causes a team to move up a division, the protested team forfeits the protested game and the

1153 opponent is named the winner of the game. Additionally, the protested team is eliminated from the current

1154 tournament and the protested team's member association is fined \$500, in addition to the fines listed above in this

1155 section.

1156 **50.34 Penalties for Ratings Violations Not Causing a Team to Move Up a Division:** If a protested player’s rating

1157 is increased by one (1) point and does not move the player over the ratings cap for that division, the player can

1158 continue to play in the current tournament. The new rating for the protested player will apply for the team’s

1159

1160

1161 overall rating. The result of the game stands and the team whose player was protested can continue in the  
 1162 tournament, provided that it is not their second loss in double elimination.

1163  
 1164 **50.35 Penalties for Specific Rating Violations:** The following provisions apply in the scenarios as outlined:

1165 a. If a protested player's rating is increased by two (2) or more points, the player will be deemed ineligible  
 1166 for the remainder of the current tournament, regardless of maintaining eligibility. In addition, the new  
 1167 rating will be accounted for in the team's overall rating. Notwithstanding the penalty, the result of the  
 1168 game stands and the team whose player was protested can continue in the tournament, provided that it  
 1169 is not their second loss in double elimination.

1170 b. If a protested player's rating exceeds the limit for that division; the player is ineligible going forward and  
 1171 can no longer play in the current GSWS. In addition, the new rating will be accounted for in the team's  
 1172 overall rating. The protested team will be declared the loser of the game. The protested team can  
 1173 continue to play in the tournament only if the new team rating falls in the divisional guidelines of the  
 1174 division entered and provided that loss recorded on the part of the protest was not the team's second  
 1175 loss in double elimination.

1176  
 1177 **50.36 Penalties for Numerous Rating Violations:** If a team has three (3) or more protest ratings questions  
 1178 upheld, either in one (1) game or multiple games, the protested team will forfeit the last protested game and the  
 1179 opponent is declared the winner. Additionally, the protested team is eliminated from the current tournament and  
 1180 the protested team's member association is automatically fined \$500.00 in addition to the fines imposed in this  
 1181 chapter.

1182  
 1183 **50.37 Dual protests:** Whenever two (2) teams shall protest each other in the same game and both teams have  
 1184 not yet had a loss in double elimination and both teams have at least one (1) protest question upheld the following  
 1185 shall apply:

1186 a. If the penalty for both Team A and Team B result in both teams being declared the loser, yet allowed to  
 1187 remain in the tournament, then the loser of the game, as determined by the real score of the game, will  
 1188 move to the loser's bracket. The winner of the game will advance to next level of the winner's bracket and  
 1189 a forfeit will be declared, thus sending the team to the loser's bracket.

1190 b. If the penalty for both Team A and Team B results in both teams being declared the loser, and one (1)  
 1191 team is ejected based on the result of the protest and the other team is allowed to continue based on the  
 1192 result of the protest, the team that is allowed to continue will move to the loser's bracket.

1193  
 1194 **50.38 Rating Workshop Requirements:** Mandatory attendance of member associations is required at the Rating  
 1195 Workshop held concurrently to the Winter Meetings if any of the below are true. A fine of \$100 will be assessed to  
 1196 member associations required to attend the workshop and who fail to attend.

1197 a. A team of a member association lodges two (2) or more unsuccessful ratings questions during one (1)  
 1198 single tournament.

1199 b. A member association has more than two (2) protest questions upheld during one single tournament.

1200

1201

## CHAPTER 60 – ETHICS PROCEDURE

1202

1203 **60.01 Jurisdiction:** This chapter shall be the jurisdiction of the Ethics Committee and amended by majority at  
 1204 any committee meeting, except that the amount of any fines or fees shall be the jurisdiction of the Board of  
 1205 Directors and amended at any board meeting by majority.

1206

1207 **60.02 Authority & Applicability:** The power of this organization to discipline its member associations or teams  
 1208 and/or players of the individual member associations is retained by the Council through the processes in this  
 1209 chapter. Penalties and sanctions as assigned by this organization only apply to membership in NAGAAA and official  
 1210 events as hosted by this organization. This organization has no power to compel the suspension and/or expulsion  
 1211 of individual players or teams from local member association events nor to bar member associations from

1212 participating in any event or action other than official events of this organization. No member association's action  
 1213 or inaction to discipline to its member shall apply to this organization without action by the Council.  
 1214

1215 **60.03 Petition by Member Associations:** A member association and/or player may file a petition seeking  
 1216 discipline against another member association and/or individual not less than ninety (90) days prior to the next  
 1217 meeting of the Council. The petition shall include the following information to be accepted:

- 1218 a. Name(s) of the alleged violators
- 1219 b. Qualifying Association of the violators
- 1220 c. Date(s) of the alleged violations
- 1221 d. Reference to the rule(s) violated
- 1222 e. Brief Summary of the violation

1223  
 1224 **60.04 Screening of Petition:** The Commissioner & Chair of the Ethics Committee shall screen all petitions  
 1225 received and ensure that the required information is presented and the petition is not frivolous. All attempts will  
 1226 be made to assist in correcting a petition. Any petition that is screened out shall not be forwarded to the Council  
 1227 for action, except that a report shall be made by the Chair to the Council of the petition and its nature. All petitions  
 1228 accepted shall be forwarded for action under this chapter.  
 1229

## 1230 SECTION 1 – HEARING

1231  
 1232 **60.10 Hearing Procedures:** The following procedure shall be followed in all actions, except for protests, where  
 1233 discipline may be applied:

- 1234 a. Hearing - Prior to disqualification by the Open Division or by an Association, a Team or Team member  
 1235 must be given an opportunity for a hearing by the Council or by the ruling body of the Association to  
 1236 which the team or team member belongs, except during the course of tournament play when the Protest  
 1237 Process shall apply.
- 1238 b. Notification – If the Open Division is taking the action, the Open Division Secretary will notify the Team  
 1239 manager and Team's member Association, at least 60 days prior to the scheduled hearing date,  
 1240 electronically and/or in writing of the time, place and date of the hearing. The Association is responsible  
 1241 for forwarding this information to its involved Members.
- 1242 c. Rulings - After hearing all of the evidence, the Council may take whatever action it deems necessary and  
 1243 appropriate in accordance with this Code. The Association must be advised electronically and/or in writing  
 1244 of the action taken. The Association is responsible for notifying its involved Member(s) of the ruling.
- 1245 d. Right of Appeal – A Team or Team member disqualified from Open Division play may appeal to the  
 1246 Commissioner who shall determine if a fair hearing was held and an equitable decision reached. The  
 1247 decision of the Commissioner shall be final.
- 1248 a) Timing of Appeal - Any Disqualified Team or Team member must notify the Commissioner of his/her  
 1249 desire to appeal the decision within thirty (30) days of being notified of the disqualification. Such appeal  
 1250 must be made in writing and sent by certified or registered mail with return receipt requested.

## 1251 SECTION 2 – PENALTIES

1252  
 1253 **60.20 Sanctions Imposed by NAGAAA:** The Council's action in hearing to set sanctions as it sees fits shall be  
 1254 recorded the Secretary. The Council may order financial sanctions, including fines and/or fees, which, per the  
 1255 bylaws, shall be set by the Board of Directors.  
 1256

1257  
 1258 **60.21 Penalties Imposed by NAGAAA:** After a hearing, a Team or Team member may be disqualified for a  
 1259 period of time at the discretion of the Council for violations of the rules of this organization except that the  
 1260 following acts of disqualification require a minimum of one (1) year loss of eligibility in this organization:

- 1261 a. Physical violence.
- 1262 b. Commission of fraud.

- 1263 c. Accepting Cash Prizes from softball/baseball tournaments.  
 1264 d. Knowingly competing with disqualified players.  
 1265 e. Receiving money by capitalizing on athletic ability or promotion of softball or baseball goods.  
 1266

1267 **60.22 Discretionary Penalties for Ratings Violations:** Any or all of the following penalties may be imposed by  
 1268 the Council after a review has been completed at the following Winter Meeting:

- 1269 a. Suspension of all members and the Manager of that team from the next GSWS and/or NAGAAA Cup.  
 1270 b. Suspension of any individual determined to be involved from the next GSWS and/or NAGAAA Cup.  
 1271 c. No team from that Association allowed in that division in the next GSWS and/or NAGAAA Cup.  
 1272 d. Suspension of the Association's voting privileges.  
 1273 e. Suspension of the Association's commissioner for the next GSWS and/or any future GSWS.  
 1274 f. Permanent expulsion of the Manager.  
 1275 g. Permanent expulsion of the player(s) involved.  
 1276 h. Permanent expulsion of the Association's commissioner.  
 1277 i. Permanent expulsion of the Association.  
 1278 j. A fine.  
 1279

1280 **60.23 Discretionary Penalties for Violating the non-LGBT Roster Rule:** The following penalties may be applied  
 1281 for violations of the non-LGBT roster rule:

- 1282 a. A team in violation of the Non-LGBT player guidelines shall be subject to disciplinary action that may  
 1283 include but is not limited to, (a) Permanent suspension of the Non-LGBT player from future GSWS and  
 1284 Open Division events. (b) Disqualification and forfeiture of all the offending team's games. (c) One (1)  
 1285 year's suspension of the team's Manager. (d) A fine imposed against the team's member association.  
 1286 b. Any member association official in violation of or having assisted in a violation of this rule is subject to  
 1287 disciplinary action that may include, but is not limited to, (a) Permanent suspension as a member  
 1288 association representative to the Open Division. (b) A one (1) year's suspension of the member association  
 1289 official from participation in all Open Division activities. (c) A fine imposed against the official's member  
 1290 association. (d) Forfeiture of all games played by all of the teams representing the official's Association  
 1291 prior to the discovery of a violation.  
 1292

## 1293 CHAPTER 70 – MASTER DUES, FINES, & FEES SCHEDULE

1294  
 1295 **70.01 Jurisdiction:** This chapter shall be the jurisdiction of the Board of Directors and amended by majority at  
 1296 any board meeting with the exception of the dues for this organization which shall be set by the Council annually  
 1297 by majority vote.  
 1298

1299 **70.02 Dues:** Each Association shall pay annual dues in like amount as shall be set by the Council at the previous  
 1300 year's Summer Meeting. Dues shall be delivered to the Treasurer prior to the start of the Winter Meeting. Dues  
 1301 must be paid prior to the start of the Winter Meeting or the Association will forfeit its right to vote until all  
 1302 accounts are satisfied. Failure to pay dues shall result in fines and/or other sanctions.  
 1303

1304 **70.03 Fines:** The number of fines shall be determined by the Board of Directors and listed in the schedule. Fines  
 1305 shall be invoiced and paid before the commencement of the next council meeting following the assessment of the  
 1306 fine. Fines assessed to a Masters Division team which center on an issue connected to a player shall be assessed to  
 1307 the player's qualifying association.  
 1308

1309 **70.04 Appeal of Fines:** All fines, except protest fines, shall be eligible for appeal at the next regular meeting of  
 1310 the council after the fine is assessed through the process established by the Ethics Committee. A fine may only be  
 1311 waived by a two-thirds (2/3) vote of the Council.  
 1312

1313 **70.05 Schedule:** The dues, fee, & fine schedule of this organization is:



1314

KEY: The Index column matches the dues, fee, or fine to the corresponding deadline in the deadline schedule. The Reference column indicates the Governing Manual reference.				
DUES SCHEDULE				
INDEX	ISSUE AREA	REFERENCE	APPLICATION	AMOUNT
A	Membership Expectation	1.04(b)	Member Dues	\$250
FEE SCHEDULE				
	ISSUE AREA	REFERENCE	APPLICATION	AMOUNT
I	GSWS	30.11	Host City Bid Deposit	\$500
S	GSWS	30.21(a)	Fee for appeal of pool play forfeit disqualification	\$50
J	GSWS	30.40	GSWS Team fee	\$500/team
L	GSWS	30.41	GSWS Host Hotel Deposit	\$300/team
--	NAGAAA Cup	40.10	NAGAAA Cup Team Fee	\$450/team
T	Protests	50.14(b)	Pool Play Protest Fee	\$50 + \$10/question
T	Protests	50.14(c)	Double Elimination Protest Fee	\$100 + \$20/question
T	Protests	50.14(a)	Non-Rating Protest Fee	\$50
FINE SCHEDULE				
	ISSUE AREA	REFERENCE	APPLICATION	AMOUNT
A	Membership Expectations	1.04(a)	Failure to pay dues	\$100
B	Membership Expectations	1.04(a)	Failure to update member association information	\$100
E	Regular Season Rosters	20.10	Fine for filing regular season rosters after deadline	\$100
F	Regular Season Rosters	20.10	Fine for changes to submitted regular season rosters	\$100
O	GSWS Rosters	20.11, 20.12, & 20.20	Fine for GSWS Player Changes in roster interim period (8/16/17 – Noon 9/2/17)	\$100 per player per occurrence
Q	GSWS Rosters	20.11 & 20.12	Fine for GSWS Administrative Changes in pool play period. (12:01pm 9/2/17 – Close of Registration)	\$100 per player
Q	GSWS Rosters	20.11, 20.12, & 20.20	Fine for GSWS Player Changes in pool play period. (12:01pm 9/2/17 – Close of Registration)	\$250 per player per occurrence
J	GSWS	30.40	Fine for failure to pay GSWS team fee	\$100
J	GSWS Rosters	30.43	Fine for failure to send one (1) team to GSWS	\$500
T	GSWS Rosters	20.11 & 20.12	Fine for a team violating the non-LGBT rule	\$100
T	GSWS Rosters	20.11 & 20.12	Fine for an association official assisting a team in violating the non-LGBT rule	\$100

T	Protests	50.03	Fine for failure of member association to fulfill protest duty	\$100
--	Protests	20.25 & 50.38	Fine for failure of member association to attend rating workshop	\$100
T	Protests	50.31	Fine for protests upheld on non-ratings issues	\$500
T	Protests	50.32	Fine for protest(s) upheld	\$100/question
T	Protests	50.32	Fine for protest upheld on multiple questions	The sum of the fine of all questions protested & upheld and the fine for each lesser individual question protested & upheld (EX: 5 questions upheld = \$500 + \$400 + \$300 + \$200 + \$100 = \$1500)
T	Protests	50.33	Fine for protest(s) upheld causing a team to move up a division	\$500
T	Protests	50.36	Fine for one (1) team with three (3) or more protests upheld in the duration of a single event	\$500
--	Ethics	60.22	Discretionary fine for rating violations	Amount, up to \$2500, to be determined by the Board of Directors upon application of the fine by the Ethics Committee
--	Ethics	60.23(a)	Discretionary fines for violation of the non-LGBT rule by a team	Amount, minimum \$100, to be determined by the Board of Directors upon application of the fine by the Ethics Committee

--	Ethics	60.23(b)	Discretionary fine for violation of the non-LGBT rule by member association officials.	Amount, minimum \$100, to be determined by the Board of Directors upon application of the fine by the Ethics Committee
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**NOTE:** This schedule shows all fees & fines as set by the Board of Directors. Some amounts may be included in the chapters of the Governing Manual for ease of reference. In the case of any discrepancy, this schedule controls the amount of the fee and/or fine.

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

KEY: The Index column matches the deadline to the corresponding due, fee, or fine in that schedule. The Reference column indicates the Governing Manual reference.				
DEADLINE TABLE				
<i>All deadlines are at 11:59pm Eastern on the day listed unless explicitly noted otherwise</i>				
INDEX	ISSUE AREA	REFERENCE	APPLICATION/ISSUE	DEADLINE
A	Membership Expectations	1.04(b)	Membership Dues Deadline	Saturday, 1/26/19 8:00am CST
B	Membership Expectations	1.04(b)	Reporting of Member Association Changes (officers, tournaments, etc.	Within 30 days of local change
C	Council	2.07	Deadline for Items of Business requiring Council action, not including disciplinary proceedings.	Friday, 1/11/19 – Winter Meeting  Friday, 8/17/18 – Summer Meeting
D	Council/Ethics	60.03	Deadline for petitions for disciplinary action	Friday, 6/1/18 – Summer Meeting  Friday, 10/26/19 – Winter Meeting
E	Regular Season Rosters	20.10	Deadline for submission of proper Regular Season rosters	Sunday, 7/15/18
F	Regular Season Rosters	20.10	Period for late submission of or revision to Regular Season rosters; fine incurred	Monday, 7/16/18 --TO-- Tuesday, 7/31/18
G	Regular Season Rosters	20.10	Final Deadline for Regular Season rosters – No changes (including ratings) or submissions following this deadline.	Monday, 7/31/18
H	GSWS	30.04	Deadline for nomination of umpires for GSWS	Monday, 3/31/18

I	GSWS	30.21	Deadline for Host City Bid Deposit	Saturday, 1/26/19 8:00am CST
J	GSWS	30.60	GSWS Team Fee Deadline	Sunday, 7/15/18
K	GSWS	30.60	GSWS Team Berth Reservations Deadline	Sunday, 7/15/18
L	GSWS	30.61	GSWS Host Hotel Deposit Deadline	Sunday, 7/15/18
M	GSWS	20.20	Deadline for proper GSWS Tournament Team Rosters	Wednesday, 8/15/18
N	GSWS	--	Deadline for submission of USA Softball (ASA) cards (1 per team)	Wednesday, 8/15/18
O	GSWS	20.11, 20.12, & 20.20	Period for late submission of or revision to GSWS Tournament Rosters; fine incurred for player changes, no fine for admin changes	Thursday, 8/16/18 --TO-- Saturday, 9/1/18 12:00pm EST
P	GSWS	20.11, 20.12, & 20.20	Deadline for final GSWS Tournament rosters	Saturday, 9/1/18 12:00pm EST
Q	GSWS	20.11, 20.12, & 20.20	Period for revision to GSWS Tournament Rosters; fine incurred	Saturday, 9/1/18 12:01pm EST --TO-- Close of registration for that team's division
R	GSWS	20.11 & 20.12	Deadline to cancel GSWS Team berth reservation (with refund)	Wednesday, 8/15/18
S	GSWS	30.41(a)	Deadline to appeal forfeit games in pool play of GSWS	Prior to beginning of double elimination in the team's division
T	GSWS	50.14(b)	Deadline to pay Protest fees	Due at the time of filing a protest
U	Hall of Fame	100.04	Hall of Fame Nomination period opens	Monday, 1/1/18 12:01am EST
V	Hall of Fame	100.04	Hall of Fame Nomination period closes	Thursday, 3/15/18
W	Hall of Fame	100.05	Hall of Fame Nominations & ballots delivered to members	Sunday, 4/15/18 12:00am EST
X	Hall of Fame	100.05	Hall of Fame Ballots due	Tuesday, 5/15/18
Y	Hall of Fame	100.06	Hall of Fame Chair notifies nominators of results of election	Friday, 6/15/18
Z	Hall of Fame	100.08	Deadline for Hall of Fame Booster Club donations for program inclusion	Wednesday 8/1/18
AA	Board of Directors	4.01	Deadline for Board of Directors revision of deadlines	March 15 & October 15 of each year
AB	NAGAAA Cup	40.10	Deadline for Intent to Bid for NAGAAA Cup 2019	Wednesday, 8/15/18

AC	NAGAAA Cup	40.11	Deadline to accept invitation to NAGAAA Cup based on prior year GSWS final standings	Wednesday 2/28/18 11:59pm CST
AD	NAGAAA Cup	40.11	Deadline to pay team fee for NAGAAA Cup	Monday 4/30/18 11:59pm CST
AE	NAGAAA Cup	40.11	Deadline to submit rosters for NAGAAA Cup; no changes allowed following this deadline	Saturday, 5/12/18 11:59pm CST

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

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#### CHAPTER 80 – BUDGET & FISCAL POLICY

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

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

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

**80.04 Administrative Fee for Sponsorships:** Notwithstanding other provisions of this chapter, all corporate sponsorships shared with member associations and GSWS or NAGAAA Cup host cities will incur a ten-percent (10%) fee on the first five-thousand dollars (\$5000), a fifteen percent (15%) fee on the next five-thousand dollars (\$5000), a twenty-percent (20%) fee on all amounts over ten-thousand dollars (\$10,000). At the end of each fiscal year, this administrative fee will be dispersed to all participating member associations as designated by the corporate sponsors for that year and the remainder of the funds are to be disbursed equally to all non-participating member associations. The funds will be dispersed to each league at the Winter Meetings of the completed fiscal year.

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

#### CHAPTER 81 – MASTER COMPENSATION SCHEDULE

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

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

1356 **81.03 Numbers of Persons:** Unless specifically stated in the bylaws or policies of this organization, the Board of  
 1357 Directors shall determine the number of persons appointed to specific roles as needed.

1358  
 1359 **81.04 Meeting per diems:** A \$50 per day per diem shall be paid to the Board of Directors, Committee Chairs, &  
 1360 Parliamentarian for the duration of any regular and/or special meeting of the Council. The Umpire-in-Chief is  
 1361 granted a \$300 per diem for the duration of the summer meetings to prepare for the GSWS.

1362  
 1363 **81.05 Tournament per diems:** A \$50 per day per diem shall be paid to the Board of Directors, Athletic Director,  
 1364 Assistant Athletic Director(s), Protest Chair, & Assistant Protest Chair(s) for every day present and working during  
 1365 the duration of the GSWS and NAGAAA Cup. A \$300 per day per diem shall be paid to the Umpire-in-Chief for the  
 1366 duration of the GSWS and NAGAAA Cup. A \$150 per day per diem shall be paid to the Assistant Umpire(s)-in-Chief  
 1367 for the duration of the GSWS and NAGAAA Cup.

1368  
 1369 **81.06 Umpires:** Umpires for the GSWS and NAGAAA Cup shall be paid \$28 for each game officiated. The Board  
 1370 of Directors may provide merit bonuses not to exceed \$500 to the Umpire-in-Chief and Assistant Umpire-in-  
 1371 Chief(s) as they see fit.

1372  
 1373 **81.07 Expenses:** The Board of Directors shall determine and pay the reasonable and necessary expenses for the  
 1374 compensated volunteers of this organization which shall include, but are not limited to, travel expenses, car rental,  
 1375 hotel and lodging.

#### 1376 **CHAPTER 85 – CONFLICT OF INTEREST POLICY**

1377  
 1378  
 1379 **85.01 Jurisdiction:** This chapter shall be the jurisdiction of the Council and amended by majority at any council  
 1380 meeting.

1381  
 1382 **85.02 Purpose:** The purpose of this conflict of interest policy is to protect this tax-exempt organization's  
 1383 (NAGAAA Open Softball Division Inc) interest when it is contemplating entering into a transaction or arrangement  
 1384 that might benefit the private interest of an officer or director of the Organization or might result in a possible  
 1385 excess benefit transaction. This policy is intended to supplement but not replace any applicable state and federal  
 1386 laws governing conflict of interest applicable to nonprofit and charitable organizations.

1387  
 1388 **85.03 Definitions:** The following definitions apply to this chapter:  
 1389 a. Interested Person - Any director, principal officer, or member of a committee with governing board  
 1390 delegated powers, who has a direct or indirect financial interest, as defined below, is an interested  
 1391 person.  
 1392 b. Financial Interest - A person has a financial interest if the person has, directly or indirectly, through  
 1393 business, investment, or family: (a) An ownership or investment interest in any entity with which the  
 1394 Organization has a transaction or arrangement, (b) A compensation arrangement with the Organization or  
 1395 with any entity or individual with which the Organization has a transaction or arrangement, or (c) A  
 1396 potential ownership or investment interest in, or compensation arrangement with, any entity or individual  
 1397 with which the Organization is negotiating a transaction or arrangement. Compensation includes direct  
 1398 and indirect remuneration as well as gifts or favors that are not insubstantial. A financial interest is not  
 1399 necessarily a conflict of interest. Under this chapter, a person who has a financial interest may have a  
 1400 conflict of interest only if the appropriate governing board or committee decides that a conflict of interest  
 1401 exists.

1402  
 1403 **85.04 Annual Statements:** Each director, principal officer and member of a committee with governing board  
 1404 delegated powers shall, prior to each meeting, sign a statement which affirms such person:

- 1405 a. Has received a copy of the conflicts of interest policy,  
 1406 b. Has read and understands the policy,

- 1407 c. Has agreed to comply with the policy, and  
 1408 d. Understands the Organization is charitable and in order to maintain its federal tax exemption it must  
 1409 engage primarily in activities which accomplish one (1) or more of its tax-exempt purposes.  
 1410

1411 **85.05 Compensation:** A voting member of the governing board who receives compensation, directly or  
 1412 indirectly, from the Organization for services is precluded from voting on matters pertaining to that member's  
 1413 compensation. A voting member of any committee whose jurisdiction includes compensation matters and who  
 1414 receives compensation, directly or indirectly, from the Organization for services is precluded from voting on  
 1415 matters pertaining to that member's compensation. No voting member of the governing board or any committee  
 1416 whose jurisdiction includes compensation matters and who receives compensation, directly or indirectly, from the  
 1417 Organization, either individually or collectively, is prohibited from providing information to any committee  
 1418 regarding compensation.  
 1419

## 1420 SECTION 1 – PROCEDURES

1421  
 1422 **85.10 Procedures:** This organization shall follow the procedures listed in this section to determine if a  
 1423 conflict exists.  
 1424

1425 **85.11 Duty to Disclose:** In connection with any actual or possible conflict of interest, an interested person must  
 1426 disclose the existence of the financial interest and be given the opportunity to disclose all material facts to the  
 1427 directors and members of committees with governing board delegated powers considering the proposed  
 1428 transaction or arrangement.  
 1429

1430 **85.12 Determining Whether a Conflict of Interest Exists:** After disclosure of the financial interest and all  
 1431 material facts, and after any discussion with the interested person, he/she shall leave the governing board or  
 1432 committee meeting while the determination of a conflict of interest is discussed and voted upon. The remaining  
 1433 board or committee members shall decide if a conflict of interest exists.  
 1434

1435 **85.13 Procedures for Addressing the Conflict of Interest:** An interested person may make a presentation at the  
 1436 governing board or committee meeting, but after the presentation, he/she shall leave the meeting during the  
 1437 discussion of, and the vote on, the transaction or arrangement involving the possible conflict of interest. The  
 1438 chairperson of the governing board or committee shall, if appropriate, appoint a disinterested person or  
 1439 committee to investigate alternatives to the proposed transaction or arrangement. After exercising due diligence,  
 1440 the governing board or committee shall determine whether the Organization can obtain with reasonable efforts a  
 1441 more advantageous transaction or arrangement from a person or entity that would not give rise to a conflict of  
 1442 interest. If a more advantageous transaction or arrangement is not reasonably possible under circumstances not  
 1443 producing a conflict of interest, the governing board or committee shall determine by a majority vote of the  
 1444 disinterested directors whether the transaction or arrangement is in the Organization's best interest, for its own  
 1445 benefit, and whether it is fair and reasonable. In conformity with the above determination it shall make its decision  
 1446 as to whether to enter into the transaction or arrangement.  
 1447

1448 **85.14 Violations of the Conflicts of Interest Policy:** If the governing board or committee has reasonable cause to  
 1449 believe a member has failed to disclose actual or possible conflicts of interest it shall inform the member of the  
 1450 basis for such belief and afford the member an opportunity to explain the alleged failure to disclose. If, after  
 1451 hearing the member's response and after making further investigation as warranted by the circumstances, the  
 1452 governing board or committee determines the member has failed to disclose an actual or possible conflict of  
 1453 interest, it shall take appropriate disciplinary and corrective action.  
 1454

1455 **85.15 Records of Proceedings:** The minutes of the governing board and all committees with board delegated  
 1456 powers shall contain: (a) the names of the persons who disclosed or otherwise were found to have a financial  
 1457 interest in connection with an actual or possible conflict of interest, the nature of the financial interest, any action

1458 taken to determine whether a conflict of interest was present, and the governing boards or committee's decision  
 1459 as to whether a conflict of interest in fact existed.; and (b) the names of the persons who were present for  
 1460 discussions and votes relating to the transaction or arrangement, the content of the discussion, including any  
 1461 alternatives to the proposed transaction or arrangement, and a record of any votes taken in connection with the  
 1462 proceedings.

1463

## 1464 SECTION 2 – PERIODIC REVIEWS

1465

1466 **85.20 Periodic Reviews:** To ensure the Organization operates in a manner consistent with charitable purposes  
 1467 and does not engage in activities that could jeopardize its tax- exempt status, periodic reviews shall be conducted.

1468 The periodic reviews shall, at a minimum, include the following subjects:

- 1469 a. Whether compensation arrangements and benefits are reasonable, based on competent survey  
 1470 information, and the result of arm's length bargaining.  
 1471 b. Whether partnerships, joint ventures, and arrangements with management organizations conform to the  
 1472 Organization's written policies, are properly recorded, reflect reasonable investment or payments for  
 1473 goods and services, further charitable purposes and do not result in inurement, impermissible private  
 1474 benefit or in an excess benefit transaction.

1475

1476 **85.21 Use of Outside Experts:** When conducting the periodic reviews as provided for in this chapter, NAGAAA  
 1477 Open Division Inc., may, but need not, use outside advisors. If outside experts are used, their use shall not relieve  
 1478 the governing board of its responsibility for ensuring periodic reviews are conducted.

1479

## 1480 CHAPTER 90 – DRAFTING & REVISION MANUAL

1481

1482 **90.01 Jurisdiction:** This chapter shall be the jurisdiction of the Governance Committee and amended by majority  
 1483 at any committee meeting.

1484

## 1485 SECTION 1 – FORM & STYLE OF GOVERNING DOCUMENTS

1486

1487 **90.10 General Form:** This organization utilizes a consolidated governance manual which shall include the  
 1488 Articles of Incorporation, Bylaws, and subordinate policies. All distinct policy measures shall be located within  
 1489 chapters of this manual.

1490

1491 **90.11 Structure of Manual:** The manual shall be divided into four (4) volumes, each with individual chapters  
 1492 which may contain individual sections and/or sub-sections. Volumes shall be denoted by Roman numeral. Chapters  
 1493 & sections shall be denoted by Arabic numeral. Each chapter shall have sub-sections denoted by Arabic numeral  
 1494 with at least two (2), but no more than three (3), decimal places listed and may or may not have sections listed. No  
 1495 subsection shall be placed in a section if the first number to the right of the decimal point is a zero. Each sub-  
 1496 section placed within a section shall have the first number to the right of the decimal point correspond to the  
 1497 number of the section. Any delineation of a sub-section is limited to one (1) order which shall be indicated with a  
 1498 small-case letter of the Latin alphabet. Notwithstanding this section, the Articles of Incorporation shall be  
 1499 presented as filed with the State of Wisconsin. The entire governance manual shall contain line numbers, running  
 1500 in continuous fashion for ease of reference.

1501

1502 **90.12 Headlines without Authority:** The table of contents of the governance manual and/or headlines of  
 1503 chapters, sections, and/or sub-sections are without authority and listed for reference purposes only. The  
 1504 Governance Committee shall alter the table and/or headlines to best reflect the contents as it sees fit.

1505

1506 **90.13 Pronoun Usage:** In all cases in this organization, the use of any pronoun shall apply to any gender identity.

1507

1508 **90.14 Standard Usage of Common terms:** The following terms shall be applied in the following manner:



- 1509 a. Organization – NAGAAA, Open Softball Division, Inc.
- 1510 b. Member Association – an individual member league who is recognized as a member of the organization.
- 1511 Delegate or council member, not including a member of the board, may be used in place of member
- 1512 association.
- 1513 c. Board – the NAGAAA Board of Directors
- 1514

1515 **SECTION 2 – AMENDMENTS**

1516

1517 **90.20 Amendments:** The Governance Committee shall prepare a standard form for council & committee use for

1518 amendments to the governance manual. Amendments shall be reviewed by the committee and/or parliamentarian

1519 who shall concur that the amendment conforms to the form and style of the governing manual. A non-concurrence

1520 by the committee and/or parliamentarian shall not prevent action on the amendment but shall be relayed to the

1521 Council and/or committee of jurisdiction.

1522

1523 **90.21 Revisions:** Upon adoption, the committee shall assist the parliamentarian and/or Secretary in preparing

1524 adopted revisions to the manual for publication.

1525

1526 **90.22 Notice of Revisions:** The Secretary shall provide notice to the members whenever revisions are authorized

1527 by the body of jurisdiction and published by the Secretary.

1528

1529 **90.23 Annotations of Changes:** The committee, in conjunction with the Secretary, shall compile and record a

1530 cross-reference log of amendments adopted to the governance manual and the minutes of the action.

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1531

1532  
1533**VOLUME IV - ADMINISTRATIVE POLICIES**

VOLUME 4			PAGE
Administrative Policies	Chapter 100	NAGAAA Hall of Fame	40
	Chapter 101	NAGAAA Archives	42
	Chapter 110	Job Descriptions of the Board of Directors & Select Offices	42
	Chapter 115	Nomination Process for Candidates for the Board of Directors	52
	Chapter 116	Background Check Policy for Candidates for the Board of Directors	53
	Chapter 200	Regular Season Roster Submission Policy	54
	Chapter 250	Ineligible Player Roster & Policy	55
	Chapter 300	GSWS Tournament Roster Submission Policy	55
	Chapter 305	GSWS Host Hotel Deposit & Requirements	56
	Chapter 331	GSWS Umpire Selection Policy	57
	Chapter 341	GSWS Host City Metropolitan Areas	58
	Chapter 810	Payment Terms of Sponsorship Contracts	59

1534  
1535**CHAPTER 100 – NAGAAA HALL OF FAME**

1536 **100.01 Jurisdiction:** This chapter shall be the jurisdiction of the Board of Directors and amended by majority at  
1537 any board meeting.

1538  
1539 **100.02 Purpose & Authority:** There is created the NAGAAA Hall of Fame which shall be a program of this  
1540 organization. The purpose of this program is to recognize the individuals that have made a significant contribution  
1541 to the NAGAAA organization, the game, and the LGBTQ+ community. The authority for this program is found in  
1542 4.01 of the Governing Manual.

1543  
1544 **100.03 Membership & Leadership:** Membership in the Hall of Fame is achieved through election by two-thirds  
1545 (2/3) vote of the living members of the Hall of Fame voting on the annual ballot or through selection by the  
1546 Veterans sub-committee of the Hall of Fame. Leadership of the Hall of Fame is vested in the Chair of the Hall of  
1547 Fame program as appointed. The chair shall make recommendations to the Board of Directors on policies and  
1548 matters affecting the Hall of Fame, coordinate administrative operations for the Hall of Fame, and facilitate  
1549 dialogue with the Council at the bi-annual Council meetings. The chair shall work collaboratively with the Hall of  
1550 Fame Board Liaison. Any duty or task of this chapter may be performed by the chair or board liaison regardless of  
1551 the strictures of this chapter when agreed to by both parties.

1552 a. Members of the former NAGAAA Women's Division Hall of Fame shall not be considered members of this  
1553 Hall of Fame. Any individual may utilize years of membership in the former Women's Division to achieve  
1554 the minimum requirement of membership for this program.

1555  
1556 **100.04 Nomination of Members:** Nominations for membership in the Hall of Fame shall be made in the form and  
1557 manner provided for by the Hall of Fame chair and in the established time period listed in this chapter. There are  
1558 no restrictions on whom may make a nomination for the Hall of Fame. Nominees must have been active in

1559 NAGAAA for at least ten (10) years to be nominated. The chairperson of the Hall of Fame shall communicate to the  
 1560 living members of the Hall of Fame all deadlines for nominations and issue appropriate reminder as they see fit.

1561

1562 **100.05 Election of Members:** By the date listed in this chapter, the Hall of Fame Chair shall send all legal  
 1563 nominations to the members of the Hall of Fame with a ballot for each nomination. The Chair shall work in  
 1564 conjunction with the Webmaster to make ballot access feasible for the members of the Hall of Fame. Each living  
 1565 Hall of Fame member shall vote “Yes” or “No” indicating whether or not to permit membership for the nominee.  
 1566 The ballots shall be returned by the date listed in this chapter. The Hall of Fame Chair and Board Liaison shall  
 1567 individually review, tally, and audit the ballots to determine the number of votes each nominee received and if  
 1568 election was achieved.

1569 a. At the close of the balloting process described in this section, the Chair shall appoint the Veterans  
 1570 Committee, consisting of twelve (12) living Hall of Fame members. The Chair shall forward all nominations  
 1571 (with biographical information) which received at least fifty-percent (50%) of the votes of the living  
 1572 members but were not elected to the Hall of Fame to these committee members.

1573 b. Notwithstanding this section, the Veterans committee, shall be granted seven (7) days to review the  
 1574 nominations and each member shall cast a ballot of “Yes” or “No” for each nomination. The Veterans  
 1575 committee shall elect, by a two-thirds (2/3) vote of their number voting, any number of persons to the  
 1576 Hall of Fame deserving of the recognition consistent with the purposes of this program and regardless of  
 1577 nomination or election by the balance of the existing Hall of Fame members. The Chair and Board Liaison  
 1578 shall audit the results of the Veterans Committee.

1579

1580 **100.06 Results of Election:** No later than June 15, the Hall of Fame Chair shall notify each nominator of an elected  
 1581 nominee of the results of the balloting who shall be provided one (1) week to communicate to the nominees the  
 1582 results of the election. Following this notice, the Hall of Fame Chair shall draft a communication to the Hall of Fame  
 1583 and Board of Directors the identities of the newly elected members of the Hall of Fame. The Chair shall report the  
 1584 results to the members of the Hall of Fame. The Secretary shall report this information to the NAGAAA Council,  
 1585 member associations, and the general public.

1586

1587 **100.07 Hall of Fame Induction:** Newly elected members of the Hall of Fame shall be inducted at a dinner held in  
 1588 conjunction with the annual Gay Softball World Series (GSWS). Inductees shall receive one (1) complimentary  
 1589 ticket to the event. The Induction Dinner shall be a NAGAAA sanctioned event and subject to all policies and  
 1590 procedures of this organization.

1591 a. At the winter meeting in the year of the GSWS, the Host City shall provide to the chair a list of available  
 1592 venue options for the Hall of Fame dinner. Within sixty (60) days of the adjournment of the Winter  
 1593 Meeting, the Hall of Fame chair shall have selected a venue, prepared a draft contract for review by the  
 1594 Executive Assistant and execution by the Commissioner, and communicated said to the Host City and  
 1595 Board of Directors. The venue and conduct of the dinner shall conform to guidelines created and  
 1596 maintained by the Chair.

1597 b. The Chair shall be responsible for creating the program of the Induction dinner, designing and procuring  
 1598 the new inductee shirts, and general logistics and operations of the induction.

1599

1600 **100.08 Suspension of Rights & Privileges:** Any member of the Hall of Fame not in good standing as a member of  
 1601 NAGAAA shall be suspended of all rights and privileges as a member of the Hall of Fame, including participation in  
 1602 any NAGAAA sanctioned event until compliance is achieved and good-standing restored in the determination of  
 1603 the Hall of Fame chair and NAGAAA Treasurer.

1604 a. Not in good standing shall be liberally construed and interpreted to indicate any member who is deemed  
 1605 ineligible by this organization to participate in any NAGAAA sanctioned event for any variety of reasons.

1606

1607 **SECTION 1 – DEADLINES**

1608

1609 **100.10 Deadlines:** The following are deadlines established for the Hall of Fame which shall be incorporated into  
 1610 the Master Deadline schedule of this organization:  
 1611

Date	Action
January 1	Hall of Fame Nomination period opens
March 15	Hall of Fame Nomination period closes
April 15	Hall of Fame Nominations & ballots delivered to members
May 15	Hall of Fame Ballots due
June 15	Hall of Fame Chair notifies nominators of results of election
August 1	Deadline for Hall of Fame Booster Club donations for program inclusion

1612  
 1613  
 1614

#### CHAPTER 101 – NAGAAA ARCHIVES

1615 **101.01 Jurisdiction:** This chapter shall be the jurisdiction of the Board of Directors and amended by majority at  
 1616 any board meeting.

1617  
 1618 **101.02 Purpose & Authority:** There is created the NAGAAA Archives which shall be a program of this  
 1619 organization. The purpose of this program is to preserve and commemorate the history of the organization, its  
 1620 significance, and the people who founded, sustained, and contributed to its legacy. The authority for this program  
 1621 is found in 4.01 and 3.01(j) of the Governing Manual.

1622  
 1623 **101.03 Chair Authorized to Act:** The chair of the NAGAAA Archives, as appointed pursuant to the Bylaws, is  
 1624 authorized to collect, organize, store, and display artifacts and memorabilia (real and/or virtual), which are  
 1625 representative of the organization and events, subject to the authorized budget of this program.

1626  
 1627  
 1628

#### CHAPTER 110 – JOB DESCRIPTIONS OF THE BOARD OF DIRECTORS & SELECT OFFICES

1629 **110.01 Jurisdiction:** This chapter shall be the jurisdiction of the Board of Directors and amended by majority at  
 1630 any board meeting.

1631  
 1632 **110.02 Purpose & Authority:** The purpose of this program is to list, detail, and report the job descriptions of the  
 1633 officers of this organization and other select offices as determined by the Board of Directors. The authority for this  
 1634 program is found in 4.04 of the Governing Manual.

1635  
 1636 **110.03 Members of the Board of Directors:** All elected officers of this organization are members of the Board of  
 1637 Directors. The Executive Assistant is a non-voting member of the Board of Directors. The Parliamentarian serves  
 1638 the Board of Directors at the request of the Commissioner.

1639  
 1640  
 1641

#### SECTION 1 – GENERAL BOARD MEMBER JOB DESCRIPTION

1642 **110.10 General Responsibilities of All Board Members:** Every member of the Board of Directors is responsible  
 1643 for:

- 1644 a. Overall governance of NAGAAA by establishing and monitoring policies and programs, and supporting  
 1645 development and effectiveness of Board of Directors.  
 1646 b. Establish strategic purpose and direction for NAGAAA by participating in regular working sessions to  
 1647 create operating policies and procedures and monitoring its performance.  
 1648 c. Represent NAGAAA and its programs and services to stakeholders, including delegate, member  
 1649 associations, players, Hall of Famers, sponsors and partners.  
 1650 d. Demonstrate fiscal responsibility and ensure the financial health of NAGAAA through conformance to up-  
 1651 to-date fiscal policies and procedures and through ongoing analysis of financial reports.

- 1652 e. Ensure effective performance of NAGAAA’s programs through ongoing program planning and evaluation.  
 1653 f. Ensure conformance to federal, state, and local laws and agency policies and procedures.  
 1654

1655 **110.11 General Duties of All Board Members:** Every member of the Board of Directors has the following duties:

- 1656 a. Attends all board meetings, including working sessions, and votes as a member in good standing.  
 1657 b. Serves on at least one committee and attends 80% of committee meetings.  
 1658 c. Builds collegial working relationship that contributes to consensus.  
 1659 d. Contributes financially as able to NAGAAA.  
 1660 e. Attends all Council meetings, the GSWS, & NAGAAA Cup.  
 1661 f. Makes serious commitment to participate actively in Board and committee work.  
 1662 g. Volunteers for and willingly accepts assignments and completes them thoroughly and on time.  
 1663 h. Stays informed about Board policies and committee matters, prepares themselves well for meetings, and  
 1664 reviews and comments on minutes and reports.  
 1665

1666 **110.12 General Time & Financial Commitment of Board Members:** Every member of the Board of Directors will  
 1667 have varying amounts of time required for their specific office. Each Board member should expect and be prepared  
 1668 to dedicate at least 500 hours over a calendar year to the work of the organization with a rapidly changing  
 1669 schedule. Financial support of the organization is encouraged. Membership on the Board is a serious role and will  
 1670 require significant time away from family, work, and local community.  
 1671

1672 **110.13 Benefits of Board Members:** Service on the Board of Directors is a rewarding opportunity to lead a  
 1673 significant and relevant organization to the lives of LGBTQ+ athletes. It is a privilege and honor to be a leader of  
 1674 this organization and be leaders building the foundation of future success of this organization.  
 1675

1676 **SECTION 2 – COMMISSIONER**  
 1677

1678 **110.20 Officer Title:** Commissioner  
 1679

1680 **110.21 Responsibilities:** The Commissioner is responsible and accountable for the following objectives, tasks,  
 1681 roles, and duties:

- 1682 a. **Vision & Mission:** The Commissioner shall communicate the mission and vision of this organization,  
 1683 coordinate and lead the strategic thinking towards the establishment of long and short-term goals, lead  
 1684 the board in developing a mission driven culture, and work to create a culture of mutual respect and  
 1685 inclusiveness.  
 1686 b. **Leadership Development:** The Commissioner shall recruit and develop leaders to serve on committees  
 1687 of this organization, ensure the participation of elected and appointed leaders of this organization.  
 1688 c. **Management:** The Commissioner shall ensure adherence to legal standards and ethical norms and be  
 1689 responsible for the management of this organization, including responsibility for compliance with the  
 1690 governing documents and internal policies of this organization.  
 1691 d. **External Relations:** The Commissioner shall be responsible for the external relations of this organization  
 1692 and act as the ambassador for the organization.  
 1693

1694 **110.22 Duties:** In fulfilling the responsibilities of office, the Commissioner shall perform the following duties:

- 1695 a. Preside over meetings of the council, board, host cities and committee chairs.  
 1696 b. Oversee the general operations of the NAGAAA Board and the organization.  
 1697 c. Set meeting dates and prepare agendas.  
 1698 d. Review agendas and supporting materials prior to meetings.  
 1699 e. Attend all board meetings and other meetings necessary for the operation of the organization.  
 1700 f. Appoint the Parliamentarian at each Council meeting.  
 1701 g. Negotiate and execute all contracts for this organization.  
 1702 h. Coordinate and partner with the Treasurer to create a proposed annual budget.

- 1703 i. Serve as co-signer of NAGAAA checking account.  
 1704 j. Maintain an acute working knowledge of the issues pertaining to NAGAAA.  
 1705 k. Provide leadership support and advice to the officers and leaders of this organization.  
 1706 l. Manage communications and documents for Membership Applications, Proof of Voting Rights, and GSWS  
 1707 bid intents.  
 1708 m. Attend GSWS.  
 1709 n. Other duties as prescribed by the governing documents of this organization.  
 1710 o. Other duties as determined by the Board of Directors.

1711  
 1712 **110.23 Knowledge, Skills, & Abilities:** The Commissioner should demonstrate understanding and competence  
 1713 in the following knowledge, skills, & abilities:

- 1714 a. Professional experience with leadership training.  
 1715 b. Diplomatic Skills.  
 1716 c. A natural affinity for cultivating relationships.  
 1717 d. Public Speaking.  
 1718 e. Passion for improving lives.  
 1719 f. Commitment to the mission and vision of the organization.

1720  
 1721 **110.24 Time & Financial Commitment:** The Commissioner should be prepared to dedicate significant amounts  
 1722 of time to the leadership of and planning for this organization, including significant time apart from family,  
 1723 relationships, and work. The Commissioner must have the ability to travel. Attendance at and work for this  
 1724 organization will consume roughly 2,500 – 3,000 hours per calendar year.

1725  
 1726 **110.25 Benefits:** The benefits of this office include travel opportunities across North America, increased  
 1727 networking opportunities with other athletic organizations, commercial enterprises, and non-profit organizations,  
 1728 interaction and leadership with an international organization, refining and sharpening of management and  
 1729 organizational skills, and development of life-long and rewarding relationships with LGBTQ+ leaders and athletes.

1730  
 1731 **110.26 Programs:** The Commissioner serves *ex officio* to all NAGAAA Programs.

1732  
 1733 **110.27 Committees:** The Commissioner serves *ex officio* in all NAGAAA Committees and is the designated  
 1734 liaison of the Board to the Governance and Ethics committees.

1735  
 1736 **SECTION 3 – ASSISTANT COMMISSIONER**

1737  
 1738 **110.30 Officer Title:** Assistant Commissioner

1739  
 1740 **110.31 Responsibilities:** The Assistant Commissioner is responsible and accountable for the following  
 1741 objectives, tasks, roles, and duties:

- 1742 a. Athletic Director: Serves as NAGAAA's Athletic Director for all NAGAAA sanctioned tournaments and is  
 1743 responsible for responsible for the efficient administration and execution of the tournament as well as the  
 1744 achievement of fair play of the game. This includes responsibility for all rosters, registration, verification  
 1745 of eligibility, tournament seeding and scheduling, communications with managers, protests, umpires,  
 1746 management of a leadership team for tournaments, and other relevant issues of the game.  
 1747 b. Communication: The Assistant Commissioner is responsible to ensure that communication pertaining to  
 1748 NAGAAA sanctioned tournaments accurately conveys requirements, deadlines and processes that  
 1749 facilitate member city participation.  
 1750 c. Leadership: The Assistant Commissioner is responsible for maintaining a working relationship with the  
 1751 Commissioner and other officers and knowledge of the mission and vision of this organization. The  
 1752 Assistant Commissioner shall assume the role of the Commissioner as required by the bylaws.  
 1753

1754 **110.32 Duties:** In fulfilling the responsibilities of office, the Assistant Commissioner shall perform the following  
 1755 duties:

- 1756 a. Manage the leadership team for each NAGAAA sanctioned tournament.
- 1757 b. Oversee operation of the NAGAAA roster and player database.
- 1758 c. Oversee and ensure the scheduling and management of each NAGAAA sanctioned tournament.
- 1759 d. Prepare communications for the member associations related to NAGAAA athletic issues.
- 1760 e. Attend all board meetings and other meetings necessary for the operation of the organization.
- 1761 f. Serve as co-signer of NAGAAA checking account.
- 1762 g. Provide advice and knowledge to the Treasurer on the fiscal conditions and cash flow of each NAGAAA  
 1763 sanctioned tournament for the preparation of the budget.
- 1764 h. Maintain an acute working knowledge of the issues pertaining to NAGAAA.
- 1765 i. Provide leadership support and advice to the officers and leaders of this organization.
- 1766 j. Attend GSWS.
- 1767 k. Other duties as prescribed by the governing documents of this organization.
- 1768 l. Other duties as determined by the Commissioner and/or the Board of Directors.

1769  
 1770 **110.33 Knowledge, Skills, & Abilities:** The Assistant Commissioner should demonstrate understanding and  
 1771 competence in the following knowledge, skills, & abilities:

- 1772 a. Effective communication including facilitating group discussions and oral and written skills.
- 1773 b. Management of people.
- 1774 c. Policy and process development.
- 1775 d. Diplomatic Skills.
- 1776 e. Problem solving ability, including technology awareness for emerging solutions.
- 1777 f. Prioritize competing interests and goals, manage time to ensure successful completion of all work  
 1778 assignments and engage constituents to acquire feedback and insights.
- 1779 g. Help develop skills and mentor members-at-large for future board position.
- 1780 h. Maintain a thorough understanding of the NAGAAA Rating System, the Protest Process Protocols, Bracket  
 1781 and Game Scheduling, USA Softball rules, NAGAAA's Delegate Toolkit and online tools, and registration  
 1782 requirements.

1783  
 1784 **110.34 Time & Financial Commitment:** The Assistant Commissioner should be prepared to dedicate significant  
 1785 amounts of time to the administration and execution of NAGAAA sanctioned tournaments, including significant  
 1786 time apart from family, relationships, and work during those periods. The Assistant Commissioner must have the  
 1787 ability to travel. Attendance at and work for this organization will consume roughly 1,500-2,000 hours per calendar  
 1788 year.

1789  
 1790 **110.35 Benefits:** The benefits of this office include travel opportunities across North America, operating and  
 1791 administering the largest LGBTQ+ single sport week-long event in the world, increased networking opportunities  
 1792 with other athletic organizations, commercial enterprises, and non-profit organizations, interaction and leadership  
 1793 with an international organization, refining and sharpening of management and organizational skills, and  
 1794 development of life-long and rewarding relationships with LGBTQ+ leaders and athletes.

1795  
 1796 **110.36 Programs:** The Assistant Commissioner is not assigned to any program but assists as requested and  
 1797 able.

1798  
 1799 **110.37 Committees:** The Assistant Commissioner is the designated liaison of the Board to the Athletics  
 1800 committee.

1801  
 1802 **SECTION 4 – SECRETARY**

1803  
 1804 **110.40 Officer Title:** Secretary

- 1805  
1806 **110.41 Responsibilities:** The Secretary is responsible and accountable for the following objectives, tasks, roles,  
1807 and duties:  
1808 a. Governing Documents: The Secretary shall maintain, update, and record all governing documents and  
1809 official actions of this organization, including the minutes and action of the Council and Board of  
1810 Directors.  
1811 b. Communication: The Secretary shall maintain and execute all official internal communications to the  
1812 member associations, council, Board of Directors, committee chairs, and other relevant parties.  
1813
- 1814 **110.42 Duties:** In fulfilling the responsibilities of office, the Secretary shall perform the following duties:  
1815 a. Maintain and utilize an email system for all levels of administration.  
1816 b. Record and develop minutes from council meetings.  
1817 c. Update and manage Governing Manual.  
1818 d. Collect member association information that is beneficial to the Board of Directors including: Officer  
1819 Positions, tournament information, Voting Representative declaration, USA Softball membership of  
1820 teams.  
1821 e. Communicate and interact with voting representatives and member associations.  
1822 f. Facilitate any necessary filings of administrative changes for NAGAAA that occur.  
1823 g. Facilitate systems/processes for how the Board executes collaborative duties including monthly to-do  
1824 lists.  
1825 h. Co-manage NAGAAA social media outlets with the business development officer.  
1826 i. Manage Survey Monkey account.  
1827 j. Collect USA Softball proof for teams participating in GSWS and NAGAAA Cup.  
1828 k. Produce necessary documents for meetings.  
1829 l. Maintain a history of NAGAAA documentation through Google Drive.  
1830 m. Participate in Board Conference Calls and Council Meetings.  
1831 n. Assist w/preparation for Council Meetings.  
1832 o. Provide support to Board members as requested.  
1833 p. Attend GSWS.  
1834 q. Assist w/GSWS (as assigned by Athletic Director).  
1835 r. Other duties as prescribed by the governing documents of this organization.  
1836 s. Other duties as determined by the Commissioner and/or the Board of Directors.  
1837
- 1838 **110.43 Knowledge, Skills, & Abilities:** The Secretary should demonstrate understanding and competence in the  
1839 following knowledge, skills, & abilities:  
1840 a. Good communications skills.  
1841 b. Able to speak in front of large groups.  
1842 c. Good organizational skills.  
1843 d. Basic computer knowledge.  
1844 e. Advanced knowledge of Email, Google Drive, and Microsoft Office.  
1845 f. Ability to travel.  
1846
- 1847 **110.44 Time & Financial Commitment:** The Secretary should be prepared to dedicate significant amounts of time  
1848 to the administration and execution of the duties of the office, including significant time apart from family,  
1849 relationships, and work. The Secretary must have the ability to travel. Attendance at and work for this organization  
1850 will consume roughly 800-1,000 hours per calendar year.  
1851
- 1852 **110.45 Benefits:** The benefits of this office include travel opportunities across North America, interaction and  
1853 leadership with an international organization and its members, refining and sharpening of management and  
1854 organizational skills, and development of life-long and rewarding relationships with LGBTQ+ leaders and athletes.  
1855



1856 **110.46 Programs:** The Secretary is not assigned to any program but assists as requested and able.

1857

1858 **110.47 Committees:** The Secretary is not assigned to serve as liaison to any committee but assists as requested  
1859 and able.

1860

1861 **SECTION 5 – TREASURER**

1862

1863 **110.50 Officer Title:** Treasurer

1864

1865 **110.51 Responsibilities:** The Treasurer is responsible and accountable for the following objectives, tasks, roles,  
1866 and duties:

- 1867 a. Account & Investment management
- 1868 b. Financial transaction oversight
- 1869 c. Budget development & compliance
- 1870 d. Financial Policies development & compliance
- 1871 e. Reporting of fiscal status

1872

1873 **110.52 Duties:** In fulfilling the responsibilities of office, the Treasurer shall perform the following duties:

- 1874 a. Selection & designation of financial institutions
- 1875 b. Creating and serving as legal signatory on checks
- 1876 c. Managing investments of excess and reserve funds
- 1877 d. Ensure the organizations financial activities are in compliance with G.A.A.P. (Generally Accepted  
1878 Accounting Principles) and IRS code pertaining to 501c3 status of the organization
- 1879 e. Be knowledgeable about who has access to the organization's funds
- 1880 f. Be knowledgeable of any outstanding bills or debts owed
- 1881 g. Develop systems for keeping cash flow manageable
- 1882 h. Develop the annual budget as well as comparing the actual revenues and expenses incurred against the  
1883 budget.
- 1884 i. Overseeing the development of and compliance with the organization's financial policies.
- 1885 j. Report regularly to the Board of key financial events, trends, concerns, and assessment of fiscal health
- 1886 k. Complete required financial reporting forms in a timely fashion and report said to the board
- 1887 l. Provide support to Board members as requested.
- 1888 m. Attend GSWS.
- 1889 n. Assist w/GSWS (as assigned by Athletic Director).
- 1890 o. Other duties as prescribed by the governing documents of this organization.
- 1891 p. Other duties as determined by the Commissioner and/or the Board of Directors.

1892

1893 **110.53 Knowledge, Skills, & Abilities:** The Treasurer should demonstrate understanding and competence in the  
1894 following knowledge, skills, & abilities:

- 1895 a. Financial literacy
- 1896 b. General accounting knowledge
- 1897 c. Attention to detail
- 1898 d. Timeliness in completing tasks
- 1899 e. Neat and accurate record keeping
- 1900 f. Willingness to ask questions
- 1901 g. Trustworthiness

1902

1903 **110.54 Time & Financial Commitment:** The Treasurer should be prepared to dedicate significant amounts of time  
1904 to the administration and execution of the duties of the office, including significant time apart from family,  
1905 relationships, and work. The Treasurer must have the ability to travel. Attendance at and work for this organization  
1906 will consume roughly 2,000-2,500 hours per calendar year.

1907  
 1908 **110.55 Benefits:** The benefits of this office include travel opportunities across North America, interaction and  
 1909 leadership with an international organization and its members, refining and sharpening of management and  
 1910 organizational skills, and development of life-long and rewarding relationships with LGBTQ+ leaders and athletes.

1911  
 1912 **110.56 Programs:** The Treasurer is not assigned to any program but assists as requested and able.

1913  
 1914 **110.57 Committees:** The Treasurer is the designated liaison of the Board to the Finance & Audit committee.

1915  
 1916 **SECTION 6 – BUSINESS DEVELOPMENT**

1917  
 1918 **110.60 Officer Title:** Business Development

1919  
 1920 **110.61 Responsibilities:** The Business Development Officer is responsible and accountable for the following  
 1921 objectives, tasks, roles, and duties:

- 1922 c. Financial/In-Kind Support: The Business Development officer shall build and maintain long-term business  
 1923 relationships with organizations who can, financially or in-kind, affect the bottom line of the  
 1924 organization’s annual projected budget and offset expenses through revenue.  
 1925 d. Marketing/Brand: The Business Development officer shall ensure the organization’s brand is elevated, the  
 1926 website and social media are updated and maintained, and the organization’s presence in the print media  
 1927 is positive and proactive.

1928  
 1929 **110.62 Duties:** In fulfilling the responsibilities of office, the Business Development officer shall perform the  
 1930 following duties:

- 1931 a. Develop and implement a strategic plan for obtaining one-time sponsorships and long-term  
 1932 partnerships at the NAGAAA level and act as an advisor to the GSWS host committee(s) on all things  
 1933 pertaining to local/GSWS sponsorships.  
 1934 b. Create a partnership packet that effectively communicates the value that can be gained from being a  
 1935 partner with NAGAAA and levels of partnerships.  
 1936 c. Coordinate requests for proposals (RFP’s) for vendors and other third-party service providers when  
 1937 requested.  
 1938 d. Prepare contracts for corporate, in-kind and external vendor relationships.  
 1939 e. Provide oversight for partner brand activation, including materials, signage and advertising, onsite  
 1940 vendor placement and promotion, reporting results (ROI) to the brand teams.  
 1941 f. Conduct ongoing marketing and demographic surveys to elevate the “value” of NAGAAA to our current  
 1942 and potential sponsors and partners.  
 1943 g. Act as an advisor to member associations on all things business development, including the development  
 1944 of leads for member associations.  
 1945 h. Maintain the integrity of the NAGAAA brand.  
 1946 i. Develop and implement a marketing plan for expanding awareness and elevating the NAGAAA brand to all  
 1947 audiences internal and external.  
 1948 j. Prepare and distribute press releases and marketing communications that promote NAGAAA’s brand and  
 1949 our events.  
 1950 k. Oversee all NAGAAA social media (Facebook, Twitter, Instagram, etc.).  
 1951 l. Update and maintain the NAGAAA website.  
 1952 m. Act as an advisor to member associations on all things business development, including the development  
 1953 of leads for member associations.  
 1954 n. Attend GSWS.  
 1955 o. Assist with the GSWS (as assigned by Athletic Director).  
 1956 p. Other duties as prescribed by the governing documents of this organization.  
 1957 q. Other duties as determined by the Commissioner and/or the Board of Directors.

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 2008

**110.63 Knowledge, Skills, & Abilities:** The Business Development officer should demonstrate understanding and competence in the following knowledge, skills, & abilities:

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

**110.64 Time & Financial Commitment:** The Business Development officer should be prepared to dedicate significant amounts of time to the administration and execution of the duties of the office, including significant time apart from family, relationships, and work. The Business Development officer must have the ability to travel. Attendance at and work for this organization will consume roughly 400-800 hours per calendar year.

**110.65 Benefits:** The benefits of this office include travel opportunities across North America, interaction and leadership with an international organization and its members, the reward of assisting member associations with marketing, PR, and sponsorship ideas, development of sales, contract negotiation and communication skills, and development of life-long and rewarding relationships with LGBTQ+ leaders and athletes.

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

**110.67 Committees:** The Business Development officer is the designated liaison of the Board to the Marketing/Public Relations and Fundraising & Sponsorship committees.

## SECTION 7 – MEMBER-AT-LARGE

**110.70 Officer Title:** Member-at-Large

**110.71 Responsibilities:** The Member-at-Large is responsible and accountable for the following objectives, tasks, roles, and duties:

- a. **Membership:** The Member-at-Large shall field and answer constituent matters from existing and potential member associations in conjunction with committee assigned membership duties.
- b. **Program/Product Support:** The Member-at-Large shall be responsible for conducting GSWS registration under the direction of the Assistant Commissioner and shall serve as the host hotel block coordinator under the direction of the Commissioner.
- c. **Leadership:** The Member-at-Large shall be responsible for learning the roles and responsibilities of each officer and to prepare themselves for seeking a further office in this organization.

**110.72 Duties:** In fulfilling the responsibilities of office, the Member-at-Large shall perform the following duties:

- a. Aid the committee assigned membership duties in communication with existing and potential new member associations.
- b. Communicate and interact with voting representatives and member associations as necessary.
- c. Serve as Registration Manager for the GSWS.
- d. Facilitate Host Hotel blocks for all meetings under the direction of the Commissioner.

- 2009 e. Participate in Board Conference Calls and Council Meetings.
- 2010 f. Provide support to Board members as requested.
- 2011 g. Attend GSWS.
- 2012 h. Assist with the GSWS (as assigned by Athletic Director).
- 2013 i. Other duties as prescribed by the governing documents of this organization.
- 2014 j. Other duties as determined by the Commissioner and/or the Board of Directors.

2015  
2016 **110.73 Knowledge, Skills, & Abilities:** The Member-at-Large should demonstrate understanding and  
2017 competence in the following knowledge, skills, & abilities:

- 2018 a. Good communications skills.
- 2019 b. Able to speak to and lead large or small groups.
- 2020 c. Good organizational skills, including ability to meet deadlines.
- 2021 d. Basic computer knowledge.
- 2022 e. Ability to travel.

2023  
2024 **110.74 Time & Financial Commitment:** The Member-at-Large should be prepared to dedicate significant amounts  
2025 of time to the administration and execution of the duties of the office, including significant time apart from family,  
2026 relationships, and work. The Member-at-Large must have the ability to travel. Attendance at and work for this  
2027 organization will consume roughly 300-500 hours per calendar year.

2028  
2029 **110.75 Benefits:** The benefits of this office include travel opportunities across North America, interaction and  
2030 leadership with an international organization and its members, refining and sharpening of management and  
2031 organizational skills, and development of life-long and rewarding relationships with LGBTQ+ leaders and athletes.

2032  
2033 **110.76 Programs:** The Member-at-Large is not assigned to any program but assists as requested and able.

2034  
2035 **110.77 Committees:** The Member-at-Large is the designated liaison of the Board to the Member Relations  
2036 committee.

2037  
2038 **SECTION 8 – EXECUTIVE ASSISTANT**

2039  
2040 **110.80 Officer Title:** Executive Assistant

2041  
2042 **110.81 Responsibilities:** The Executive Assistant is responsible and accountable for the following objectives,  
2043 tasks, roles, and duties:

- 2044 a. Governance & Administration: The Executive Assistant shall serve as the primary support for the  
2045 Commissioner in ensuring that the governance and administration matters of this organization are  
2046 efficiently and timely completed with appropriate processes and outcomes.

2047  
2048 **110.82 Duties:** In fulfilling the responsibilities of office, the Executive Assistant shall perform the following  
2049 duties:

- 2050 a. Collect and maintain executed contracts.
- 2051 b. Maintain template of Partnership Agreement.
- 2052 c. Coordinate order of Board shirts with NAGAAA Apparel Vendor.
- 2053 d. Receive board candidate nominations.
- 2054 e. Arrange for background checks of candidates who accept nomination.
- 2055 f. Distribute constituent emails received from NAGAAA website to appropriate officer for response.
- 2056 g. Liaison for travel partner for Host City and Working Session hotels.
- 2057 h. Liaison for GSWS Host City with regard to hotel, field, & venue.
- 2058 i. Liaison for Business Development Officer for sponsorship contract.
- 2059 k. Participate in Board Conference Calls and Council Meetings.

- 2060 l. Provide support to Board members as requested.  
 2061 m. Attend GSWS.  
 2062 n. Assist with the GSWS (as assigned by Athletic Director).  
 2063 o. Other duties as prescribed by the governing documents of this organization.  
 2064 p. Other duties as determined by the Commissioner and/or the Board of Directors.  
 2065

2066 **110.83 Knowledge, Skills, & Abilities:** The Executive Assistant should demonstrate understanding and  
 2067 competence in the following knowledge, skills, & abilities:

- 2068 a. Good communications skills.  
 2069 b. Ability to work cooperatively with others.  
 2070 c. Dispute resolution skills.  
 2071 d. Maintain a working knowledge of general operation of NAGAAA Council and Governing documents.  
 2072 e. Good organization skills.  
 2073 f. Proficiency in interpretation of contract knowledge and contract writing.  
 2074 g. Ability to travel.  
 2075

2076 **110.84 Time & Financial Commitment:** The Executive Assistant should be prepared to dedicate significant  
 2077 amounts of time to the administration and execution of the duties of the office. The Executive Assistant must have  
 2078 the ability to travel. Attendance at and work for this organization will consume roughly 400-600 hours per calendar  
 2079 year.  
 2080

2081 **110.85 Benefits:** The benefits of this office include travel opportunities across North America, interaction and  
 2082 leadership with an international organization and its members, refining and sharpening of management and  
 2083 organizational skills, and development of life-long and rewarding relationships with LGBTQ+ leaders and athletes.  
 2084

2085 **110.86 Programs:** The Executive Assistant is designated as the liaison to the Hall of Fame and Archives  
 2086 Programs.  
 2087

2088 **110.87 Committees:** The Executive Assistant is the designated liaison of the Board to the Governance committee.  
 2089

## 2090 SECTION 9 – PARLIAMENTARIAN

2091 **110.90 Officer Title:** Parliamentarian  
 2092  
 2093

2094 **110.91 Responsibilities:** The Parliamentarian is an advisor to the Commissioner during the conduct of meetings  
 2095 and to the Board of Directors and committees in matters relating to the governance of this organization and for  
 2096 procedural questions during policy development.  
 2097

2098 **110.92 Duties:** In fulfilling the responsibilities of office, the Parliamentarian shall perform the following duties:

- 2099 a. Attend Council Meetings.  
 2100 b. Attend Board of Directors meetings and calls as required.  
 2101 c. Interpret enacted policy.  
 2102 d. Provide advice to the chair of the Council and committee chairs.  
 2103 e. Rule on matters of parliamentary law and procedural practice.  
 2104 f. Draft policy as required.  
 2105 g. Communicate with member associations on behalf of the Commissioner and/or Board of Directors.  
 2106

2107 **110.93 Knowledge, Skills, & Abilities:** The Parliamentarian should demonstrate understanding and competence  
 2108 in the following knowledge, skills, & abilities:

- 2109 a. Mastered proficiency in parliamentary law, Robert's Rules of Order, Wisconsin Corporate Law, Internal  
 2110 Revenue Code, & other prevailing governance statutes.

- 2111 b. Excellent proficiency and understanding of the Governing Manual and NAGAAA operations.  
 2112 c. Good communications skills, including written and oral skills.  
 2113 d. Ability to work cooperatively with others.  
 2114 e. Dispute resolution skills.  
 2115 f. Good organization skills.  
 2116 g. Ability to travel.

2117  
 2118 **110.94 Time & Financial Commitment:** The Parliamentarian should be prepared to dedicate moderate amounts  
 2119 of time to the duties of the office. The Parliamentarian must have the ability to travel. Attendance at and work for  
 2120 this organization will consume roughly 100-200 hours per calendar year.

2121  
 2122 **110.95 Benefits:** The benefits of this office include travel opportunities across North America, interaction and  
 2123 leadership with an international organization and its members, and development of life-long and rewarding  
 2124 relationships with LGBTQ+ leaders and athletes.

2125  
 2126 **110.96 Programs:** The Parliamentarian is not assigned to any NAGAAA program.

2127  
 2128 **110.97 Committees:** The Parliamentarian serves all committees *ex officio* at the request of the Commissioner.

2129  
 2130 **CHAPTER 115 – NOMINATION PROCESS FOR CANDIDATES FOR THE BOARD OF DIRECTORS**

2131  
 2132 **115.01 Jurisdiction:** This chapter shall be the jurisdiction of the Board of Directors and amended by majority at  
 2133 any board meeting.

2134  
 2135 **115.02 Purpose & Authority:** The purpose of this policy is to provide a process and parameters for nomination of  
 2136 candidates to the Board of Directors of this organization. The authority for this policy is granted in 2.08 of the  
 2137 Governing Manual.

2138  
 2139 **115.03 Nomination Process Oversight:** The Member-at-Large shall be responsible for oversight of this  
 2140 nomination process and ensuring that appropriate actions are taken by this organization, its vendors, and  
 2141 volunteers to comply with and implement this policy. In the event that the Member-at-Large shall be a candidate  
 2142 for any office in the nomination period, the Executive Assistant or a member of the Board of Directors chosen by  
 2143 the board whom is not a nominee shall replace the Member-at-Large for responsibility of the process. This  
 2144 replacement official shall be empowered and required to perform all acts designated to the Member-at-Large as  
 2145 listed in this chapter.

2146  
 2147 **115.04 Nomination Period & Notice:** On the day of the adjournment of the Summer Meeting of the Council, the  
 2148 Secretary shall, in writing, inform the members of the Council of the opening of the nomination period for  
 2149 candidates to the Board of Directors. The Member-at-Large shall instruct the appropriate person or persons to  
 2150 open the on-line nomination form on this same day. The nomination period shall remain open until 11:59 PM PST  
 2151 of the forty-fifth (45) day preceding the next Winter Meeting.

2152  
 2153 **115.05 Nominator & Nominee Eligibility:** Nominations may be only made by the members of the Council. This  
 2154 includes only one (1) voting representative from each member association and the voting members of the Board of  
 2155 Directors. Nominations from any other person, including, but not limited to committee chairs, guests of the  
 2156 council, member association players or officers, or NAGAAA volunteers are not legal and shall not be considered by  
 2157 this organization. Any person in good standing in NAGAAA, regardless of any membership or activity level may be  
 2158 nominated for the Board of Directors.

2159  
 2160 **115.06 Required Information:** Nominators are required to provide the following information in the nomination:  
 2161 a. Nominator First & Last Name

- 2162 b. Nominator Phone
- 2163 c. Nominator Email
- 2164 d. Nominee First & Last Name
- 2165 e. Nominee Address, including City, State, & Zip
- 2166 f. Nominee Phone
- 2167 g. Nominee Email
- 2168 h. Nominee Member Association Affiliation (if any)
- 2169 i. Office Nominated For

2170

2171 **115.07 Consent to Nomination:** The Member-at-Large shall notify any person nominated of the nomination in  
 2172 writing and provide all needed biographical and consent forms following the close of the nomination period. Any  
 2173 person nominated for office and whom is eligible to that office shall consent in writing, in the form and manner  
 2174 provided for by the Board of Directors, to accept the nomination, to agree to and abide by the Board Member  
 2175 Expectations if so elected, and to undergo the mandatory background check process as appropriate. This consent  
 2176 shall be delivered to nominee via electronic mail and shall be returned to the Member-at-Large by the nominee by  
 2177 the thirtieth (30) day preceding the Winter Meeting. Any consent not signed nor completed fully shall constitute a  
 2178 non-consent to the nomination. Any nominee desiring to not consent to nomination is requested to make such a  
 2179 declaration in writing to the Member-at-Large via electronic mail at the earliest possible date. Upon the deadline  
 2180 for this consent or declination of nomination to be submitted, the Member-at-Large shall inform the Board of  
 2181 Directors of the list of nominees for each office, which shall be considered candidates for that office henceforth  
 2182 until the election is completed.

2183

#### 2184 **CHAPTER 116 – BACKGROUND CHECK POLICY FOR CANDIDATES FOR THE BOARD OF DIRECTORS**

2185

2186 **116.01 Jurisdiction:** This chapter shall be the jurisdiction of the Board of Directors and amended by majority at  
 2187 any board meeting.

2188

2189 **116.02 Purpose & Authority:** The purpose of this policy is to provide a policy and process governing the  
 2190 background check of candidates for candidates to the Board of Directors of this organization. Nothing in this policy  
 2191 shall be construed to bar the election of any candidate that the Council may choose to elect. The authority for this  
 2192 policy is granted in 2.08 of the Governing Manual.

2193

2194 **116.03 Background Process Oversight:** A member, herein the “designee”, of the Board of Directors shall be  
 2195 designated by the Board and be responsible for oversight of this background check policy and process and ensuring  
 2196 that appropriate actions are taken by this organization, its vendors, and volunteers to comply with and implement  
 2197 this policy.

2198

2199 **116.04 Required Checks & Applicability:** Any person, regardless of office or incumbency, who has consented to  
 2200 be a candidate for office shall be subject to a criminal felony background check through a county criminal search  
 2201 and a national criminal search. Additionally, any person, regardless of office or incumbency, who has consented to  
 2202 their nomination for a specific office which has financial signatory powers as designated by the Board of Directors  
 2203 (currently the Commissioner, Assistant Commissioner, and Treasurer) shall be subject to a civil process check of  
 2204 bankruptcy actions of any kind (ex: Ch. 7, Ch. 11, etc.) in the preceding one (1) year from the date of the  
 2205 background check.

2206

2207 **116.05 Process Considerations:** The designee shall ensure that the required background checks are performed by  
 2208 the vendor and collect the report from the vendor. Should there be a record of a felony conviction or a bankruptcy  
 2209 within the last year on a candidate(s) for fiscal signatory offices, the designee shall inform the Commissioner of this  
 2210 record. If the Commissioner is a nominee for the office for which a nominee has a record of this activity, the  
 2211 designee shall inform the next non-elected Board member of this record. The designee and Commissioner, or next  
 2212 non-elected Board member, shall together engage the nominee in conversation regarding the circumstances of the

2213 record and inform the nominee of the duty to disclose this information to the Council prior to election if so  
 2214 determined. It shall be the decision, jointly, of the designee and Commissioner, or next non-elected Board  
 2215 member, to determine if the record must be disclosed.

2216  
 2217 **116.06 Duty to Disclose:** It is the duty of the Board of Directors to disclose the record in question of any nominee  
 2218 if so decided by the designee and Commissioner, or next non-elected Board member. This disclosure shall be made  
 2219 by the designee to the Council prior to any election for that office and the nominee shall be afforded the  
 2220 opportunity to provide context and/or personal disclosure of the record prior to the disclosure by the designee.  
 2221 The act of disclosure by the Board shall be conducted appropriately conveying only known facts, honoring the  
 2222 dignity of all persons involved, and without personal comment or opinion as the nature of the record.

2223  
 2224 **116.07 Nomination Declined at Any Time:** Any nominee may decline their nomination to office at any time,  
 2225 including after consenting to the nomination, in writing to the designee. Such a declination shall immediately halt  
 2226 any background check or disclosure.

2227  
 2228 **116.08 Records Confidential:** The records received by this organization as a result of this policy shall be strictly  
 2229 confidential and destroyed immediately after the election for which they have been obtained is completed and a  
 2230 nominee elected.

## 2231 **CHAPTER 200 – REGULAR SEASON ROSTER SUBMISSION POLICY**

2232  
 2233  
 2234 **200.01 Jurisdiction:** This chapter shall be the jurisdiction of the Board of Directors and amended by majority at  
 2235 any board meeting.

2236  
 2237 **200.02 Purpose & Authority:** The purpose of this chapter is to list the requirements for submission of the regular  
 2238 season rosters. The authority for this program is found in 20.10 of the Governing Manual.

2239  
 2240 **200.03 Submission of the Rosters:** Each member association shall submit, by the deadline listed in Chapter 70,  
 2241 the following information for each team and each player in the member association's qualifying season, excluding  
 2242 players who played in that association in a non-qualifying status. The Commissioner or highest elected leadership  
 2243 of each member association is responsible for ensuring that this expectation of NAGAAA membership is met.

- 2244     a. Teams: Each team of the regular qualifying season shall be reported by its known name and shall report  
 2245     its manager and their contact information.  
 2246     b. Rosters: Each player of a team shall be reported on the player's team roster and be identified by their  
 2247     legal name as it appears on a government issued identification and their full date of birth (mm/dd/yyyy)  
 2248     c. Ratings: Each player shall have the rating assigned by the member association submitted along with the  
 2249     regular season roster. No rating for any player may be changed in any way at any time by any association  
 2250     following the deadline listed in Chapter 70.

2251  
 2252 **200.04 Manner of Submission:** The regular season rosters shall be submitted through the NAGAAA delegate  
 2253 toolkit. Member associations are encouraged to begin this process of submission well in advance of the deadline  
 2254 and seek the assistance of the Assistant Commissioner or Member-at-Large for help in entering this data. Any  
 2255 entry made into the toolkit may be revised at any time without penalty before the deadline for submission of the  
 2256 rosters.

2257  
 2258 **200.05 Sanctions:** All sanctions for errors, omissions, or failure to comply with the required submission of rosters  
 2259 shall be listed in Chapter 70.

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## CHAPTER 250 – INELIGIBLE PLAYER ROSTER & POLICY

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

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

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

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

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

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

## CHAPTER 300 – GSWS TOURNAMENT ROSTER SUBMISSION POLICY

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

**300.02 Purpose & Authority:** The purpose of this chapter is to list the requirements for submission of the GSWS Tournament rosters for both regular tournament roster teams and open roster tournament teams. The authority for this program is found in 20.11 & 20.12 of the Governing Manual.

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

- e. **Teams:** Each team shall be reported by its known name and shall report its manager and their contact information.
- f. **Rosters:** Each player of a team shall be reported on the player’s team roster and be identified by their legal name as it appears on a government issued identification and their full date of birth (mm/dd/yyyy).

**300.04 Manner of Submission:** The GSWS Tournament rosters shall be submitted through the NAGAAA delegate toolkit. Member associations are encouraged to begin this process of submission well in advance of the deadline and seek the assistance of the Assistant Commissioner or Member-at-Large for help in entering this data. GSWS rosters may not be submitted after the deadline listed in Chapter 70.

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

- 2314 a. GSWS Administrative Changes: This class is defined as any correction to a rostered member's name or  
2315 date of birth entry.
- 2316 b. GSWS Player Changes: This class is defined as any correction to a roster wherein a rostered member is  
2317 deleted or added.
- 2318
- 2319 **300.06 Changes Prohibited:** The following changes to a GSWS roster are prohibited:
- 2320 a. Any change to a player's rating is a change to a regular season roster and is governed by Chapter 200. A  
2321 player rating change following the deadline listed in Chapter 70 is prohibited.
- 2322 b. Following the submission of a GSWS roster, there can be no change made to that roster that would cause  
2323 the team rating to increase above the team rating that was submitted before the deadline.
- 2324
- 2325 **300.07 USA Softball (ASA) Cards:** Every team that is entered in the GSWS must present a USA Softball (ASA)  
2326 member card. Such cards may be purchased from local member associations or through NAGAAA. The Board of  
2327 Directors shall publicize the manner of obtaining said cards to each member association. Cards are required by the  
2328 deadline listed in Chapter 70.
- 2329
- 2330 **300.08 Entry Fees & Berth Reservations:** Each team must pay its entry fee by the deadline listed in Chapter 70.  
2331 Member Associations must reserve berths in each division by the deadline listed in Chapter 70 and may cancel any  
2332 berth reservation before the deadline listed in Chapter 70 for a full refund of fees paid.
- 2333
- 2334 **300.09 Sanctions:** All sanctions for errors, omissions, or failure to comply with the required submission of rosters  
2335 shall be listed in Chapter 70 and clearly delineate the sanctions for each class of changes authorized in this section.  
2336 Each correction of either class of correction shall be counted individually and the sanction applied to each count.
- 2337 a. The Assistant Commissioner and/or Commissioner may provide for exceptions to the deadlines and rules  
2338 of the GSWS rosters without penalty on a case by case basis for the purposes of overcoming a hardship on  
2339 the part of that team for circumstances that are beyond the natural control of the team and significantly  
2340 impair or negate the ability of the team to participate in the GSWS. This rule shall be known as the  
2341 "hardship rule".

## 2342 CHAPTER 305 – GSWS HOST HOTEL DEPOSIT & REQUIREMENTS

- 2343
- 2344
- 2345 **305.01 Jurisdiction:** This chapter shall be the jurisdiction of the Board of Directors and amended by majority at  
2346 any board meeting.
- 2347
- 2348 **305.02 Purpose & Authority:** The purpose of this policy is to establish the required number of room nights  
2349 reserved per team for the GSWS, the amount of the required deposit, the deadline for payment of that deposit,  
2350 and the process for reimbursement of the deposit and conditions thereof. The authority for this policy is granted in  
2351 30.41 of the Governing Manual.
- 2352
- 2353 **305.03 Requirements of Teams:** Each team of any member association entering the GSWS shall provide a \$300  
2354 deposit payable to the Treasurer by July 15 to satisfy the host hotel requirement. Each team paying such a deposit  
2355 must occupy a room at the tournament rate and provide evidence of 15 room nights of occupation at a host hotel  
2356 of the GSWS as designated by NAGAAA. This requirement is not in effect on any team whose member association  
2357 is the host association for that year's GSWS or any member association's team who primary metropolitan area is  
2358 within ninety (90) miles of the metropolitan area of the GSWS host member association.
- 2359
- 2360 **305.04 Evidence of Occupation of Rooms:** The Treasurer may determine that a member association has met the  
2361 requirement of room nights by submission of receipts from the member association indicating that said rooms  
2362 were occupied. These receipts must be submitted to the Treasurer via email or postal mail after the GSWS but no  
2363 later than 30 days preceding the Winter Meeting immediately following the GSWS. In lieu of the submission of  
2364 receipts, the Treasurer may make a determination that the requirement is met by utilizing a master list from the

2365 host hotel indicating that occupation of rooms occurred. The Treasurer shall notify each member association, via  
 2366 the Secretary, prior to the GSWS if receipts will be needed or if the host hotel shall provide a master list of room  
 2367 occupants.  
 2368

2369 **305.05 Reimbursement of Deposit:** The Treasurer shall return the appropriate deposit amount to each member  
 2370 association which has met the required number of room nights per team by check to the member association  
 2371 representative in attendance at the Winter Meeting following the GSWS.  
 2372

### 2373 **CHAPTER 331– GSWS UMPIRE SELECTION POLICY**

2374  
 2375 **331.01 Jurisdiction:** This chapter shall be the jurisdiction of the Board of Directors and amended by majority at  
 2376 any board meeting.  
 2377

2378 **331.02 Purpose & Authority:** The purpose of this policy is to ensure the selection of umpires consistent with the  
 2379 rules, regulations, and acts of this organization. The authority for this policy is granted in 30.04 of the Governing  
 2380 Manual.  
 2381

2382 **331.03 Umpire Reviews:** The UIC shall annually review umpires at the GSWS. Performance reviews of umpires  
 2383 shall be the domain of the UIC and shared with the NAGAAA Board of Directors as necessary by either party.  
 2384 Performance Reviews will be completed as follows: All first and second year umpires will be evaluated with a  
 2385 detailed evaluation form. All umpires with three (3) plus years of experience will be verbally counseled when areas  
 2386 of improvement exist. The verbal conversation will be documented and submitted with the final group of  
 2387 evaluations for that year's GSWS Report. Any umpire who receives an overall "needs improvement" evaluation,  
 2388 and/or is involved in an unprofessional encounter/incident with a player/manger will be automatically suspended  
 2389 for the following GSWS. A longer suspension may be assigned depending on the egregious nature of the incident.  
 2390 The final decision will be made jointly by the UIC staff and Athletic Director. Any umpire not so suspended is  
 2391 considered in good standing.  
 2392

2393 **331.035 UIC Appointment:** The Commissioner shall appoint the UIC by November 1<sup>st</sup> of a calendar for the GSWS of  
 2394 the following year.  
 2395

2396 **331.04 Umpire Nomination:** The UIC shall seek nominations of umpires for the GSWS by November 1<sup>st</sup> from the  
 2397 commissioners or authorized representatives of member associations. Such nominations shall be delivered by  
 2398 January 1<sup>st</sup> to the UIC.  
 2399

2400 **331.05 Umpire Selection:** The UIC shall, by May 31<sup>st</sup>, select and invite umpires to officiate the GSWS after  
 2401 considering the nominations of the members and the reviews of the umpire from previous years. Umpires will be  
 2402 awarded a position in that year's GSWS based on their order of response to an invitation (i.e. first to respond, first  
 2403 awarded). In order to assure consistency and experience with GSWS umpires, the UIC will issue two invitations.  
 2404 a. First, by February 15, umpires in good standing with five plus (5+) years of GSWS experience will be  
 2405 invited for the upcoming GSWS. Eighty-percent (80%) of the allotted umpire slots will be filled from this  
 2406 umpire pool receiving the first invitation and those responding affirmatively to the invitation. After this  
 2407 80% threshold has been met, a wait list will be started of those umpires whom responded to the  
 2408 invitation but were not awarded a position.  
 2409 b. Second, on March 1, umpires in good standing and with less than five (5) years of GSWS experience and  
 2410 all newly recommended umpires will be invited. The remaining twenty-percent (20%) of the allotted  
 2411 umpire slots will be filled from this umpire pool receiving the second invitation and those responding  
 2412 affirmatively to the invitation. After the 20% threshold has been met, all names of those umpires from the  
 2413 second pool whom responded to the invitation but were not awarded a position will be added to the wait  
 2414 list started from first umpire pool.

2415 c. If on March 15, there are any open umpire slots and no wait list, then umpires from either pool may fill  
2416 the slots at the discretion of the UIC.

2417 Umpire selection shall represent the diversity of NAGAAA, including international membership.  
2418

2419 **331.06 Notification to Umpires:** The UIC shall inform all nominated umpires of the status of their nomination by  
2420 April 1<sup>st</sup>. The UIC shall inform the Secretary of invited and selected umpires by May 31<sup>st</sup>. Selected umpires must  
2421 provide the UIC staff with a copy of their current year USA Softball (ASA) or Softball Canada certification by July 1<sup>st</sup>  
2422 in order to be eligible to umpire in the upcoming GSWS. It is the individual umpire's responsibility to confirm their  
2423 certification has been received and accepted by the UIC staff.  
2424

#### 2425 CHAPTER 341 – GSWS HOST CITY METROPOLITAN AREAS

2426  
2427 **341.01 Jurisdiction:** This chapter shall be the jurisdiction of the Board of Directors and amended by majority at  
2428 any board meeting.  
2429

2430 **341.02 Purpose & Authority:** The purpose of this policy is to establish the metropolitan areas of each member  
2431 association solely for the purposes of hosting the GSWS. The authority for this policy is granted in 30.13 of the  
2432 Governing Manual.  
2433

2434 **341.03 Metropolitan Area Defined:** In the United States, a metropolitan area is defined as the US Census  
2435 Combined Statistical Area (CSA) or Metropolitan Statistical Area (MSA) when not located in a CSA in which the  
2436 member association is predominantly located. In Canada, a metropolitan area is defined by the Statistics Canada  
2437 Census Metropolitan Area (CMA) in which the member association is predominantly located.  
2438

2439 **341.04 Metropolitan Areas of the Member Associations:** The current metropolitan areas of each member  
2440 association are listed in the table below. Member associations are identified by the predominant city of each or  
2441 their common name:  
2442

MEMBER CITY	METROPOLITAN AREA
ATLANTA, GA	Atlanta-Athens-Clarke-Sandy Springs, GA CSA
AUSTIN, TX	Austin-Round Rock, TX MSA
BIRMINGHAM, AL	Birmingham-Hoover-Talladega, AL CSA
BOSTON, MA	Boston-Worcester-Providence, MA-RI-NH-CT CSA
CHICAGO, IL	Chicago-Naperville, IL-IN-WI CSA
COLUMBUS, OH	Columbus-Marion-Zanesville, OH CSA
DALLAS, TX	Dallas-Fort Worth, TX-OK CSA
DENVER, CO	Denver-Aurora, CO CSA
DES MOINES, IA	Des Moines-Ames-West Des Moines, IA CSA
FORT LAUDERDALE, FL	Miami-Fort Lauderdale-Port St. Lucie, FL CSA
HOUSTON, TX	Houston-The Woodlands, TX CSA
INDIANAPOLIS, IN	Indianapolis-Carmel-Muncie, IN CSA
KANSAS CITY, MO	Kansas City-Overland Park-Kansas City, MO-KS CSA
KNOXVILLE, TN	Knoxville-Morristown-Sevierville, TN CSA
LAS VEGAS, NV	Las Vegas-Henderson, NV-AZ CSA
LONG BEACH, CA	Los Angeles-Long Beach, CA CSA
LOS ANGELES, CA	Los Angeles-Long Beach, CA CSA
MADISON, WI	Madison-Janesville-Beloit, WI CSA
MEMPHIS, TN	Memphis-Forrest City, TN-MS-AR CSA
MID-ATLANTIC	Virginia Beach-Norfolk, VA-NC CSA
MILWAUKEE, WI	Milwaukee-Racine-Waukesha, WI CSA
NASHVILLE, TN	Nashville-Davidson-Murfreesboro, TN CSA

NEW ORLEANS, LA	New Orleans-Metairie-Hammond, LA-MS CSA
NEW YORK, NY	New York-Newark, NY-NJ-CT-PA CSA
OKLAHOMA CITY, OK	Oklahoma City-Shawnee, OK CSA
ORLANDO, FL	Orlando-Deltona-Daytona Beach, FL CSA
PALM SPRINGS, CA	Riverside-San Bernardino-Ontario, CA MSA
PHILADELPHIA, PA	Philadelphia-Reading-Camden, PA-NJ-DE-MD CSA
PHOENIX, AZ	Phoenix-Mesa-Scottsdale, AZ MSA
PORTLAND, OR	Portland-Vancouver-Salem, OR-WA CSA
RHODE ISLAND	Providence-Warwick, RI-MA MSA
SACRAMENTO, CA	Sacramento-Roseville, CA CSA
SAN ANTONIO, TX	San Antonio-New Braunfels, TX MSA
SAN DIEGO, CA	San Diego-Carlsbad, CA MSA
SAN FRANCISCO, CA	San Jose-San Francisco-Oakland, CA CSA
SAN JOSE, CA	San Jose-San Francisco-Oakland, CA CSA
SEATTLE, WA	Seattle-Tacoma, WA CSA
ST. LOUIS, MO	St. Louis-St. Charles-Farmington, MO-IL CSA
SOUTHERN NEW ENGLAND	Hartford-West Hartford, CT CSA
TAMPA, FL	Tampa-St. Petersburg-Clearwater, FL MSA
TORONTO, ON	Toronto (Mississauga, Brampton) CMA
TULSA, OK	Tulsa-Muskogee-Bartlesville, OK CSA
TWIN CITIES	Minneapolis-St. Paul, MN-WI CSA
VANCOUVER, BC	Vancouver (Surrey) CMA
WASHINGTON, D.C.	Washington-Baltimore-Arlington, DC-MD-VA-WV-PA CSA

2443

2444

#### CHAPTER 810 – PAYMENT TERMS OF SPONSORSHIP CONTRACTS

2445

2446 **810.01 Jurisdiction:** This chapter shall be the jurisdiction of the Board of Directors and amended by majority at  
2447 any board meeting.

2448

2449 **810.02 Purpose & Authority:** The purpose of this policy is to create enforceability of payments provisions in  
2450 sponsorship contracts, ensure said provisions are included in sponsorship contracts, and assist with budget  
2451 development and cash flow of the organization by creating certainty around receivables. The authority for this  
2452 policy is granted in 4.01 of the Governing Manual.

2453

2454 **810.03 Terms of Payment:** All sponsorship contracts or any contract with an amount due to NAGAAA shall have a  
2455 payment due date for the full balance or a schedule of payments with due dates for each payment included in the  
2456 contract before it may be executed by this organization.

2457

2458 **810.04 Invoices:** The Treasurer shall be provided a copy of the payment terms or payment schedule for each  
2459 executed sponsorship contract and shall invoice the sponsor according to that schedule and a reminder for any  
2460 amount that is past due 30, 60, or 90+ days.

## APPENDIX A

*REPLACEMENT LANGUAGE – FOR INCLUSION AUTOMATICALLY WHEN BOARD DECLARES THAT NEW DATABASE IS ONLINE AND OPERABLE*

### ACTION SECTION A – REPEAL AND REPLACE CHAPTER 20 WITH THE FOLLOWING:

#### CHAPTER 20 – MEMBER ASSOCIATION RESPONSIBILITIES & PLAYER ELIGIBILITY

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

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

- a. Additional Player -- a player added to a team's regular season roster for purposes of tournament play. The player must be from the regular season roster of another team within the same member association.
- b. Non-LGBT – a person who does not self-identify as Lesbian, Gay, Bisexual, or Transgender.
- c. Non-qualifying Association – A member association in which a player does not maintain eligibility to qualify and participate for a calendar year's GSWS despite having played part or all of a qualifying season in that association.
- d. Player ID – The unique identifying number assigned to an individual player in the NAGAAA database.
- e. Qualifying Association – The member association through which a player maintains eligibility to qualify and participate in a calendar year's GSWS by that association bearing responsibility for the player's rating, eligibility standards, and compliance with the NAGAAA database standards.
- f. Qualifying Season – The playing season of each member association in which a player and teams qualify for the GSWS and in which the player is evaluated and rated by the Association.
- g. Sanctioned NAGAAA Tournament – a tournament sanctioned by NAGAAA, currently only the Gay Softball World Series and the NAGAAA Cup.

### SECTION 1 – MEMBER ASSOCIATION & PLAYER REGISTRATION RESPONSIBILITIES

**20.10 Registration Declarations:** At the first registration for a season in a calendar year in which a player registers in any association, the player must declare which NAGAAA member association is that player's qualifying association and any other association that player has, will, or may play in all or part of a qualifying season in that calendar year. A player who only registers and declares in one (1) association shall consider that association that player's qualifying association. At any subsequent registration in that calendar year, the player shall declare to the association in which the player is registering, that player's qualifying association and any other association that player has, will, or may play all or part of a qualifying season. The player shall make declaration to NAGAAA through their qualifying association of any association(s) played in.

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

2512 **20.12 Transfer Timeline & Penalties:** Any and all associations, which receive a valid request for transfer of a  
2513 player in the NAGAAA database, shall perform the transfer as soon as practicable and without delay, but not later  
2514 than 30 days after the transfer request has been made or July 10<sup>th</sup>, whichever comes first, so as not to hinder the  
2515 duty of the qualifying association. All associations are expected to maintain open and timely communication  
2516 between associations to foster correct and accurate registration and declarations of players. Any association  
2517 violating the provisions in this chapter shall be required to attend the next available Registration & Database  
2518 Workshop after the violation has been noted by the Assistant Commissioner and shall also be subject to penalties  
2519 outlined in these policies.

2520  
2521 **20.13 Regular Seasons Rosters:** Member associations must submit regular season team rosters which shall  
2522 account for every player that played in the qualifying season of the member association. The roster shall identify  
2523 the team name and each individual manager's and/or player's legal first and last name and date of birth and any  
2524 other information as required by the Board of Directors. A regular season roster may not be comprised of more  
2525 than twenty (20) players, except that managers and/or coaches who are not eligible to play or who do not play as a  
2526 player do not count towards this requirement. No player may be listed on more than one (1) regular season roster.  
2527 The Board of Directors shall determine the manner and form for submission of the rosters, deadline for submission  
2528 of the roster, and any sanctions for errors, omissions, and/or changes.

2529  
2530 **20.14 NAGAAA Tournament Roster:** Teams entered in a NAGAAA tournament must be registered with the same  
2531 roster that they submitted during the regular season except a team may add up to four (4) additional players,  
2532 whom qualified in that association, replacing players or filling empty slots on their regular season roster; and the  
2533 roster may have a maximum of three (3) non-LGBT players. A team must have at least ten (10) players on the  
2534 roster to be considered a properly rostered team. No player may be listed on more than one (1) NAGAAA  
2535 Tournament or Open Roster Tournament team. No team may roster a player who is named on the regular season  
2536 roster of another team that is entered in the same division of the tournament. A regular tournament roster may  
2537 not be comprised of more than twenty (20) players, except that managers and/or coaches who are not eligible to  
2538 play or who do not play as a player do not count towards this requirement and each GSWS roster may name two  
2539 (2) non-playing members in addition to the maximum of 20 players. The Board of Directors shall determine the  
2540 manner and form for submission of the rosters, deadline for submission of the roster, and any sanctions for errors,  
2541 omissions, and/or changes.

2542  
2543 **20.15 NAGAAA Open Roster Tournament Teams:** Member associations may enter a certain number of teams  
2544 for the GSWS as open roster teams. The rosters of these teams may be comprised of any player who meets the  
2545 participation standard and played in that member association rostering the team. The open roster team must have  
2546 at least ten (10) players on the roster, and the roster may have a maximum of three (3) non-LGBT players. No  
2547 player may be listed on more than one (1) NAGAAA Tournament or Open Roster Tournament team for that GSWS.  
2548 An Open Roster Tournament team may not be comprised of more than twenty (20) players, except that managers  
2549 and/or coaches who are not eligible to play or who do not play as a player do not count towards this requirement.  
2550 Each roster may name two (2) non-playing members in addition to the maximum of twenty (20) players. The total  
2551 number of Open Roster Tournament teams which may be entered by a member association shall be determined in  
2552 the berth allotments. The Board of Directors shall determine the manner and form for submission of the rosters,  
2553 deadline for submission of the roster, and any sanctions for errors, omissions, and/or changes

2554  
2555 **20.16 Masters Division Open Roster Tournament Teams:** Any Masters-Classics or Masters-Legends Division  
2556 team shall be considered an Open Roster Tournament team. A Masters Division open roster team must have at  
2557 least ten (10) players on the roster, and the roster may have a maximum of three (3) non-LGBT players. No player  
2558 may be listed on more than one (1) NAGAAA Tournament or Open Roster Tournament team for that GSWS. A  
2559 Masters Division Open Roster Tournament team may not be comprised of more than twenty (20) players, except  
2560 that managers and/or coaches who are not eligible to play or who do not play as a player do not count towards  
2561 this requirement. Each roster may name two (2) non-playing members in addition to the maximum of twenty (20)  
2562 players. A Masters Division Open Roster team may add an unlimited number of players from other regular-season

2563 teams and/or member associations to their roster but may not exceed twenty (20) players total on the roster. Any  
 2564 players on a Masters Division Open Roster tournament team need not have qualified for the GSWS in the same  
 2565 member association that is rostering the team. Any player on these rosters must have met player eligibility  
 2566 standards in their qualifying NAGAAA member association. The Board of Directors shall determine the manner and  
 2567 form for submission of the rosters, deadline for submission of the roster, and any sanctions for errors, omissions,  
 2568 and/or changes

2569  
 2570 **20.17 Adding Players to A GSWS Roster from Other Associations:** If a member association enters only one (1)  
 2571 team total for the GSWS across all divisions (A, B, C, D, Masters-Classics, & Masters-Legends), that team shall be  
 2572 considered an Open Roster Tournament team. This team shall be subject to the Open Roster Tournament Team  
 2573 rules, except that the member association may add up to four (4) players from any other member association,  
 2574 provided that all players on the team have met the player eligibility standards in their qualifying NAGAAA member  
 2575 association. This rule is the sole manner in which a member association may add a player whom qualified in  
 2576 another member association to their GSWS roster. This section does not apply to or restrict any Masters Division  
 2577 team from adding players from other member associations to their GSWS roster, subject to the rules governing the  
 2578 Masters Division Open Roster Tournament teams.

2579  
 2580 **SECTION 2 - RATINGS & DIVISIONAL GUIDELINES**  
 2581

2582 **20.20 Individual Player Ratings:** Each member association shall rate every player, who has declared that  
 2583 association as the player's qualifying association, on each of its teams using the Player Rating Guidelines and  
 2584 report these ratings along with regular season roster in the form and manner as determined by the Board of  
 2585 Directors. Only a player's qualifying association shall rate that player for the purposes of the NAGAAA database,  
 2586 and the qualifying association shall be responsible to ensure that the player exists only once in the database with a  
 2587 single Player ID attributed to the player. The qualifying association bears all responsibility for the accuracy of all  
 2588 data attributed and attached to the player. A qualifying association, upon discovering a duplicate player entry,  
 2589 shall notify the Assistant Commissioner to have the duplications merged into one (1) player identity. In the case of  
 2590 a player who plays in multiple associations, the player shall be listed on a team's regular season roster in the non-  
 2591 qualifying association, but the non-qualifying association shall not recreate the player with a separate Player ID nor  
 2592 alter the rating assigned that player by the qualifying association or any data entered by any other association.

2593  
 2594 **20.21 Team Ratings:** A team rating is defined as the sum of the highest ten (10) individual player ratings  
 2595 rostered on that team.

2596  
 2597 **20.22 Divisional Guidelines:** Teams may compete in the following divisions based on their Player and Team  
 2598 Ratings.  
 2599 a. A division - All teams rated 270 or lower; no team rated lower than 170 is allowed to play in the A division,  
 2600 except any B team granted eligibility in or required to move to A Division under the berth allocations and  
 2601 no-repeat rule of this organization shall be exempt from this minimum rating requirement.  
 2602 b. B division - All teams rated 175 or lower; no players rated over 19 are allowed on a B division team.  
 2603 c. C division - All teams rated 135 or lower; no players rated over 14 are allowed on a C division team.  
 2604 d. D division - All teams rated 95 or lower; no players rated over 10 are allowed on a D division team.  
 2605 e. Masters Division - Classics Division - All teams rated 135 or lower; no players rated over 16 are allowed on  
 2606 a Classics Division team.  
 2607 f. Masters Division - Legends Division - All teams rated 115 or lower; no players rated over 12 are allowed  
 2608 on a Legends Division team.

2609  
 2610 **20.23 Amendments Affecting Divisional Guidelines:** Prior to adoption of any amendment to alter the divisional  
 2611 guidelines, the Assistant Commissioner shall report to the council the number of players that will be displaced by  
 2612 the proposed change and the number of member associations that shall be impacted by the proposed change. No  
 2613 amendment is in order until such report is received.



2614  
 2615 **20.24 Threshold for Amendments:** Any amendment to divisional guidelines requires a two-thirds (2/3) vote of  
 2616 the Council for adoption and is effective in the calendar year following the year the amendment was adopted,  
 2617 except that an amendment to divisional guidelines adopted at a winter meeting of the Council requires a ninety-  
 2618 percent (90%) vote to be effective at a sanctioned NAGAAA Tournament in the same calendar year as the winter  
 2619 meeting.

2620  
 2621 **20.25 Ratings Workshop:** All new member associations and first-time voting representatives of any member  
 2622 association are required to attend the ratings workshop held at their first regular meeting.

2623  
 2624 **SECTION 3 - ATHLETIC PARTICIPATION & ELIGIBILITY**

2625  
 2626 **20.30 Professional players:** Professional softball or baseball players are ineligible to qualify for any Association  
 2627 while pursuing their profession.

2628  
 2629 **20.31 Player age:** Players must be at least 18 years of age prior to roster submission deadline of the NAGAAA  
 2630 tournament in which they are registered. Masters Division players must be at least 50 years of age at any time in  
 2631 the calendar year of the NAGAAA tournament.

2632  
 2633 **20.32 Participation:** A player must participate in a minimum of fifty percent (50%) of their team's regular season  
 2634 games; except for Masters Division, for which the minimum requirement is five (5) games. Participation is defined  
 2635 as a player included on their team's game lineup card and present in or within close vicinity of their team bench or  
 2636 dugout.

2637  
 2638 **20.33 Requirements for Teams:** No team may be considered a regular season roster team nor be eligible  
 2639 for a NAGAAA event unless the team completes at least ten (10) regular-season games against other teams  
 2640 within the member association. This preceding requirement may be waived by the Board of Directors in  
 2641 extraordinary circumstances. The games must be conducted according to the rules of USA Softball (ASA) or a  
 2642 similar sanctioning body.

2643     a. An "A" Division team may meet its 10-game requirement by playing scheduled games against teams  
 2644     from other Associations, except for games played in any tournament.

2645  
 2646 **20.34 Ratings Changes Affecting Players:** Should a player's rating change during the member association's  
 2647 NAGAAA qualifying season and the rating change force the player to move to a new division or a different team,  
 2648 the games played on either team or in either division in the same member association qualify towards the  
 2649 participation requirement.

2650  
 2651 **ACTION SECTION B – AMEND 30.30 AS FOLLOWS:**

2652  
 2653 **30.30 Player Registration:** Each member of each GSWS team shall be required to register prior to playing in the  
 2654 GSWS. During registration, players must verify their rating, pick up player status, select an LGBT/Non-LGBT status,  
 2655 review the required waiver information, declare any and all associations in which the player played during the  
 2656 qualifying seasons for that years' GSWS, and verify the accuracy of all information and provide their signature to  
 2657 complete the registration. Players will be required to present state or nationally accepted photo identification at  
 2658 registration for the purposes of establishing identity. No changes can be made to any player rating, either adding  
 2659 or deleting, at any time without the member association's commissioner's or voting representative's (as  
 2660 designated by that association's commissioner) in person authorization and approval.

2661  
 2662 **ACTION SECTION C – CREATE 30.32 AS FOLLOWS:**

2663

2664 **30.32 Assistant Commissioner Review:** The Assistant Commissioner shall review GSWS rosters and the ratings  
2665 database for any rostering and rating of players on more than one (1) GSWS roster and/or ratings in more than one  
2666 (1) association and report the violation to the Commissioner(s) of the association(s) in which the player is rostered  
2667 and rated, the Commissioner of NAGAAA, the committee charged with membership related matters, and the  
2668 Ethics Committee.  
2669

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## APPENDIX B

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NOTE: At the 2018 NAGAAA Winter Meetings, delegates from the member association approved the implementation of a new 28-question ratings system beginning in 2019. As required by NAGAAA procedures, this system was approved by a two-thirds majority. As part of the new system, NAGAAA Council also approved individual and team ratings thresholds for five divisions of play. These new divisions of play will also go into effect for 2019. The NAGAAA Council has not yet established a new procedure to determine World Series berth allocation in 2019, but will do so at the Summer Meetings, which are held the weekend prior to the 2018 World Series. With the adoption of this new system, there are impacts to the Masters Division in 2019 that will also be addressed at the 2018 Summer Meetings.

**AMEND 20.22 TO READ AS FOLLOWS:**

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

- g. A division – There is no maximum team or individual player rating for the A division. No team rated lower than 170 is allowed to play in the A division, except any B team granted eligibility in or required to move to A Division under the berth allocations and no-repeat rule of this organization shall be exempt from this minimum rating requirement.
- h. B division - All teams rated 180 or lower; no players rated over 20 are allowed on a B division team.
- i. C division - All teams rated 150 or lower; no players rated over 16 are allowed on a C division team.
- j. D division - All teams rated 120 or lower; no players rated over 13 are allowed on a D division team.
- k. E division – All teams rated 85 or lower; no players rated over 9 are allowed on a E division team.
- l. Masters Division - Classics Division - All teams rated 135 or lower; no players rated over 16 are allowed on a Classics Division team.
- m. Masters Division - Legends Division - All teams rated 115 or lower; no players rated over 12 are allowed on a Legends Division team.

**CREATE 20.35 AS FOLLOWS:**

**20.35 Ineligible Players for the E Division:** Any player who receives “YES” answer to Question 3 of the Player Ratings Guidelines is not eligible to be rostered on a team in or compete with a team in the E Division.

**AMEND 25.10 & 25.20 TO READ AS FOLLOWS:**

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

- a. Above Average Speed – Having the ability to run 70 feet from a standing start in less than 4 seconds but not having the ability to do it in less than 3 seconds.
- b. At-bat – An at-bat is charged to a player following every plate appearance except when: 1) the player hits a sacrifice fly that scores a runner, 2) the player is awarded a base on balls, or 3) the third out occurs and the batter is not entitled to run to first base. Exception #3 shall not be considered if the batter is out due to a strike being a foul ball which ends the at-bat. In the event of any discrepancy between this definition and the official scoring rules of the USA Softball (ASA) and definition contained therein, the latest version of the USA Softball (ASA) rules shall control.
- c. Average Speed – Having the ability to run 70 feet from a standing start in less than 5 seconds but not having the ability to do it in less than 4 seconds.
- d. Base Safely Reached on Error – A batter shall be credited with a base safely reached on error on the part of a defensive player(s) who is charged with an error by the scorekeeper.
- e. Behind the player (for fly balls) – The area on the field starting directly to the right of the player, proceeding in a 180-degree arc behind the player and ending directly to the left of the player.
- f. Below Average Speed – Not having the ability to run 70 feet from a standing start in 5 seconds or less.
- g. Cleanly fielding the ball – The player receives and controls the ball immediately while over his/her center of gravity (i.e. not on their knees, on the ground or off-balance) and does not cause any delay in making

- 2720 the next play (e.g., tags the runner, steps on the base, throws the ball to the appropriate place on the  
2721 field).
- 2722 h. Deliver multiple pitch techniques with accuracy – The ability to use arc, spin, location and movement of  
2723 the ball to deliver various pitches (e.g. curve, change up, cutter / reverse curve, knuckle ball) that are  
2724 called strikes or cause the batter to swing.
- 2725 i. Directly at the Player – A ball hit at a player that does not require the player to move his/her feet,  
2726 although it may cause the player to reach in any direction to make the play.
- 2727 j. Exceptional Speed – Having the ability to run 70 feet from a standing start in less than 3 seconds.
- 2728 k. Fly Ball - Any batted ball that is in the air for more than 3 seconds but less than 5 seconds
- 2729 l. Ground Ball – Ball hit with a downward trajectory that makes contact with the ground in front of the  
2730 player when hit directly at a player or in front of the bases when hit between players.
- 2731 m. Hard Hit Ball / Hard Velocity – a ball hit greater than 250 feet in the air or a ground ball that would roll to  
2732 a distance greater than 250 feet, if not impeded
- 2733 n. High Fly Ball – Any batted ball that is in the air for five (5) seconds or more.
- 2734 o. Hit – A batted ball that allows the batter to reach base safely: 1) on a fair ball which settles on the ground,  
2735 clears the fence, or strikes the fence before being touched by a fielder, 2) on a fair ball which is hit with  
2736 such force or such slowness or which takes an unnatural bounce that it is impossible to field with ordinary  
2737 effort in time to make an out, 3) when a fair ball which has not been touched by a fielder becomes dead  
2738 because of touching the person or clothing of an umpire, or 4) when a fielder unsuccessfully attempts to  
2739 retire a previous runner and in the scorer’s judgement, the batter-runner would not have been retired at  
2740 first base by perfect fielding. A hit shall not be scored: 1) when a runner is forced out on a batted ball or  
2741 would have been forced out except for a fielding error, 2) when a pleyer fielding a batted ball retires a  
2742 preceding runner with ordinary effort, 3) when a field fails in an attempt to retire a preceding runner, and  
2743 in the scorer’s judgement, the batter-runner could have been retired at first base, or 4) when a batter  
2744 reaches first base safely as a result of a preceding runner being called out for interfering with a batted or  
2745 thrown ball, or with a defensive player. In the event of any discrepancy between this definition and the  
2746 official scoring rules of the USA Softball (ASA) and the definition contained therein, the latest version of  
2747 the USA Softball (ASA) rules shall control.
- 2748 p. In the Hole – A ball hit that requires a player to take 4-5 steps (12-foot or greater) in order to make the  
2749 play.
- 2750 q. Intentionally – See “on purpose”
- 2751 r. Intentionally Place Hit a Ball – The batter executes getting on base and/or moving base runners for an  
2752 advantage by hitting the ball to a specific place within their field of choice with at least medium velocity; A  
2753 player can drive the ball down the baseline of the side on which they bat (e.g., right handed batter can hit  
2754 down the 3rd base line); a player can drive the ball down the baseline of the opposite side on which they  
2755 bat (e.g., right handed batter can hit down the 1st base line); A player can adjust footing, stance, swing or  
2756 timing to cause the ball to move in a direction that is advantageous to their game or runners (e.g., hitting  
2757 behind a runner, intentionally not hitting towards where the lead runner is advancing as his goal, hitting  
2758 to a specific player that has struggled to field well during the game, etc.), or; this is a manufactured hit.
- 2759 s. Line Drive – a ball that from the point of contact rises vertically less than 10% of the total horizontal  
2760 distance it travels.
- 2761 t. Medium Hit Ball / Medium Velocity – a ball hit 150 to 250 feet in the air or a ground ball that would roll to  
2762 a distance of 150-250 feet, if not impeded.
- 2763 u. Modified batting average – The percentage resulting from the sum of a player’s: 1) hits and 2) bases safely  
2764 reached on error divided by the player’s at-bats.
- 2765 v. Medium Velocity – a ball hit 55 to 80 mph or hit 150 to 250 feet in the air or a ground ball that would roll  
2766 to a distance of 150-250 feet, if not impeded.
- 2767 w. Off center of gravity – The player fields the ball from his/her knees, off one foot, while moving the  
2768 opposite direction from the throw or while in the air.
- 2769 x. On Purpose – with intent

- 2770 y. Slow Hit Ball / Slow Velocity – a ball hit up to 150 feet or less in the air or a ground ball that would roll to a
- 2771 distance of less than 150 feet, if not impeded.
- 2772 z. Stopping the ball – The player prevents the ball from continuing beyond the player and causes it to
- 2773 remain in the vicinity of the player. The player is not able, however, to make the next play without delay.
- 2774 aa. Vicinity – within a step in any direction laterally of the player receiving the throw
- 2775 bb. Within a few steps - A ball hit that requires a player to take 2-3 steps (9-10 feet) in order to make the play.
- 2776

2777 **SECTION 2 – PLAYER RATING GUIDELINES**

2778

2779 **25.20 Rating Guidelines:** The following are the official rating guidelines of this organization:

2780

2781 *Directions:*

- 2782 1. Read the following Statement of Purpose: *This form is intended to be used as a tool to assist those*
- 2783 *responsible for rating players so ratings may be fair and consistent across all levels of play and across*
- 2784 *all leagues in the Open Division. All questions are intended to determine if a player possesses a skill or*
- 2785 *skills necessary for softball.*
- 2786 2. Read & understand the definitions of the various terms used in ratings in the definitions section of this
- 2787 chapter.
- 2788 3. Answer YES or NO for each question.
- 2789 4. Many questions have multiple parts. A YES to ANY one part is a YES to the question.
- 2790 5. Questions: All questions will begin with the phrase: DOES THE PLAYER HAVE THE ABILITY TO...
- 2791

DIRECTIONS: Review each of the following questions for every player. Does the player have the ability to perform the listed skill 60% of the time (unless otherwise identified)? If so, the player receives a YES for the question. A YES to any part of a question is a YES to that question.						
HITTING	Question 1	Question 2	Question 3	Question 4	Question 5	
	Hits a fair ball with low velocity.	Hits a fair ball with medium velocity.	Hits a fair ball with high velocity.	Hit a fly ball >300 ft <b>OR</b> hit a fly ball >300 ft over a fence. <b>(20% threshold)</b>	Intentionally place hit a ball.	NOTE: Any player who receives a YES to Question 3 is ineligible to compete in the E Division.
Modified Batting Average	Batting against	Question 6	Question 7	Question 8	Question 9	NOTE: The following questions are linked: 1-4; 6-9; 10-12; 13-14; 15-22; 23-28. A YES to the highest question in a linked set earns the player all those questions. I.e. A player with YES on Q21, will also be given Q 15-20.
→	E Division	≥ .800	≥ .850	≥ .900	≥ .950	
	D Division	≥ .600	≥ .700	≥ .800	≥ .900	
	C Division	≥ .500	≥ .600	≥ .700	≥ .800	
	B Division	≥ .400	≥ .500	≥ .600	≥ .700	
	A Division	≥ .300	≥ .400	≥ .500	≥ .600	
RUNNING	Question 10	Question 11	Question 12	Question 13	Question 14	
Speed →	From a stopped standing ready position, runs from home plate to first base, one base to the next, or third base to home plate (70 ft.) in less than 4.5 seconds.	From a stopped standing ready position, runs from home plate to first base, one base to the next, or third base to home plate (70 ft.) in less than 3.75 seconds.	From a stopped standing ready position, runs from home plate to first base, one base to the next, or third base to home plate (70 ft.) in less than 3 seconds.	Base Running →	Runner advances to expected base relative to the Division & game situation.	Runner successfully advances beyond what would be expected relative to the Division & game situation.
NOTE: See below skill demonstrations for Questions 13 & 14						
RUNNING SKILL DEMONSTRATIONS BELOW. THESE EXAMPLES ILLUSTRATE THE SKILLS FOR Q 13 & 14						
A & B DIVISION		C & D DIVISION		E DIVISION		
QUESTION 13	QUESTION 14	QUESTION 13	QUESTION 14	QUESTION 13	QUESTION 14	
<b>On a base hit (high velocity):</b> The runner safely advances <b>one</b> base (Example: An outfielder gets the ball into the infield and time is called, and no play is made at the base).	<b>On a base hit (medium velocity):</b> The runner safely advances <b>one</b> base (Example: An outfielder gets the ball into the infield and time is called, and no play is made at the base).	<b>On a base hit (high velocity):</b> The runner safely advances <b>two</b> bases (Example: An outfielder gets the ball into the infield and time is called, and no play is made at the base).	<b>On a base hit (medium velocity):</b> The runner safely advances <b>two</b> bases (Example: An outfielder gets the ball into the infield and time is called, and no play is made at the base).	<b>On a base hit in front of the runner (medium velocity):</b> The runner safely advances <b>one</b> base <u>despite a defensive attempt</u> to put the runner out (Example: An outfielder fields the ball & throws it to second in an effort to put out the runner advancing from first, but the runner is safe).	<b>On a base hit in front of the runner (medium velocity):</b> The runner safely advances <b>two</b> bases <u>despite a defensive attempt</u> to put the runner out (Example: The left center fields the ball and throws to second in an effort to put out the runner advancing from first, but the runner is safe).	
<b>On a base hit (high velocity):</b> The runner safely advances <b>one</b> base despite a defensive attempt to put the runner out (Example: An outfielder fields the ball and throws it to 2nd in an effort to put out the runner advancing from 1st, but the runner is safe).	<b>On a base hit (medium velocity):</b> The runner safely advances <b>one</b> base <u>despite a defensive attempt</u> to put the runner out (Example: An outfielder fields the ball and throws it to 2nd in an effort to put out the runner advancing from 1st, but the runner is safe).	<b>On a base hit (medium velocity):</b> The runner safely advances <b>one</b> base <u>despite a defensive attempt</u> to put the runner out (Example: An outfielder fields the ball and throws it to 2nd in an effort to put out the runner advancing from 1st, but the runner is safe).	<b>On a base hit (high velocity):</b> The runner safely advances <b>two</b> bases <u>despite a defensive attempt</u> to put the runner out (Example: An outfielder fields the ball and throws it to 3rd in an effort to put out the runner advancing from 1st, but the runner is safe).	<b>On a base hit behind the runner (medium velocity):</b> The runner safely advances <b>two</b> bases <u>despite a defensive attempt</u> to put the runner out (Example: On a ball hit to the outfield, a runner starting on 1st advances to 3rd or a runner starting on 2nd advances to home).	<b>On a base hit behind the runner (medium velocity):</b> The runner safely advances <b>three</b> bases <u>despite a defensive attempt</u> to put the runner out (Example: On a ball hit to right field, a runner starting on 1st advances to home).	
<b>On a fly ball (high velocity):</b> The runner safely advances <b>one</b> base (Example: The runner appropriately tags up by going far enough to be able to successfully advance on a dropped ball, or stays on base and advances safely after the ball is caught).	<b>On a fly ball (medium velocity):</b> The runner safely advances <b>one</b> base (Example: The runner appropriately tags up by going far enough to be able to successfully advance on a dropped ball, or stays on base and advances safely after the ball is caught).	<b>On a fly ball (high velocity):</b> The runner safely advances <b>one</b> base (Example: The runner appropriately tags up by going far enough to be able to successfully advance on a dropped ball, or stays on base and advances safely after the ball is caught).	<b>On a fly ball (medium velocity):</b> The runner safely advances <b>two</b> bases (Example: The runner appropriately tags up by going far enough to be able to successfully advance on a dropped ball, or stays on base and advances safely after the ball is caught).	<b>On a fly ball (medium velocity):</b> The runner safely advances <b>one</b> base (Example: The runner appropriately tags up by going far enough to be able to successfully advance on a dropped ball, or stays on base and advances safely after the ball is caught).	<b>On a fly ball (medium velocity):</b> The runner safely advances <b>two</b> bases (Example: The runner appropriately tags up by going far enough to be able to successfully advance on a dropped ball, or stays on base and advances safely after the ball is caught).	

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

## THROWING &amp; PITCHING

Question 23	Question 24	Question 25	Question 26	Question 27	Question 28
Throw 50 ft with line drive (regardless of accuracy)	Throw 50 ft with line drive <i>and</i> accuracy	Throw 70 ft with line drive <i>and</i> accuracy	Throw 100 ft with line drive <i>and</i> accuracy	Throw 150 ft with line drive <i>and</i> accuracy	Throw >200 with line drive <i>and</i> accuracy
	Pitch a strike.	Vary the height, depth and location of the pitch while maintaining accuracy.	Deliver multiple pitch techniques while maintaining accuracy.		
Throw 70 ft (regardless of arc or accuracy)	Throw 70 ft with line drive (regardless of accuracy)	Throw 100 ft with line drive (regardless of accuracy)	Throw 150 ft with line drive (regardless of accuracy)	Throw >200 ft with line drive (regardless of accuracy)	Throw 150 ft with line drive and accuracy while off center of gravity (e.g., from knees, from one foot, etc.)
	Throw 100 ft (regardless of arc or accuracy)	Throw 150 ft (regardless of arc or accuracy)	Throw >200 ft (regardless of arc or accuracy)	Throw 100 ft with line drive and accuracy while off center of gravity (e.g., from knees, from one foot, etc.)	