

PPWSL 2018 Tournament: *Guidelines*

Round robin + single elimination format version



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1. Purpose

- a. These Guidelines are to be used to provide Tournament-specific guidance. The 2018 PPWSL Rules, as supplemented by the 2018 USA Softball (former ASA) rules, are to be used, unless otherwise superseded by provisions contained herein.

2. Structure

- a. Date: Saturday, 8/25/18 and Sunday, 8/26/18
- b. Game start times: Determined by Tournament Brackets diagram
- c. Game intervals: 105-minutes (1-hour 45-minutes) between game start times, unless otherwise noted
- d. Duration of game: 7 innings or 90-minutes (1-hour 30-minutes) after game start time, whichever comes first. No new inning to start after 90-minutes from posted start time for all games except the championship game(s), unless otherwise noted; see tie-breakers below.
 - i. Game cut off time for the championship game(s) to be 7:30pm (sunset is approximately 7:35pm on 8/26/18)
- e. Format: The planned tournament is for a two-day tournament on up to three fields with a round robin segment on day one and a single elimination segment on day two
 - i. Bad weather alternate: one-day, single elimination seeded tournament on up to three fields with seeding determined by the regular season standings, see item 3, below
- f. Forfeit time: 5 minutes after game start time. It is necessary to start games on time to accommodate tie-breakers, if needed.
- g. Warm-ups: Warm-ups will be held prior to each game only if time allows before designated game start time. If time is available, each time is to have approximately the same amount of time on the field. Visiting Team goes onto the field first, followed by the Home Team. The Home Team may stay on field for start of game if it desires.
 - i. Teams may also warm up on fields not in use for scheduled Tournament play or in the outfield spaces between the Fields as long as games in use for scheduled Tournament play are not obstructed
- h. Tie-breakers (Adapted from USA Softball rule 5, section 11)
 - i. If, *after the completion of seven (7) innings of play and before the game cut-off time*, the score is tied, teams are to continue play as follows:
 1. Starting with the top of the eighth inning, and in each half inning thereafter (as needed), the offensive team shall begin its turn at bat with the player who is scheduled to bat last in that respective inning being placed on second base (e.g., if the number seven batter is the lead off batter for that inning, the number six batter in the batting order will be placed on second base).
 2. Play will continue with each complete inning with no new inning beginning *after the game cut-off time or until the tie is broken*, whichever comes first. If the game is still a tie at that time, teams are to vacate the field and benches to allow the next game (if any) to proceed. The winner is the team that was higher in the overall season standings.
 - ii. If, *before the completion of seven (7) innings of play*, the game is tied *at the game cut-off time*, teams are to continue to play a single, additional inning as follows:
 1. Starting with the top of the additional inning, and in the bottom half inning thereafter, the offensive team shall begin its turn at bat with the player who is scheduled to bat last in that respective inning being placed on second base (e.g., if the number seven batter is the lead off batter for that inning, the number six batter in the batting order will be placed on second base)

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2. If the game is still a tie after that single inning, teams are to vacate the field and benches to allow the next game (if any) to proceed. The winner is the team that was higher in the overall season standings.
- iii. A substitute may be inserted for either the batter or the base runner only in conformance with USA Softball and PPWSL substitution rules, as well as other League rules
- iv. League pitching and courtesy base runner rules will be in effect. If the player who is scheduled to bat last in the respective tie-breaking inning(s) is playing with a courtesy runner, the last batted out from previous inning would start at 2B.
- i. Home Teams/seeding – round robin segment, day one: teams are divided into four pools as determined by the rankings (seeds) based on overall season standings – see Tournament Brackets diagram. The team with the highest ranking is the Home Team in each game, up to and including the final. The final overall standings must be distributed by Friday, 8/24/18, at the latest.
 - i. Benches: The Home Team in each game chooses the bench it prefers.
 - ii. Standings: The regular season standings are determined in the following order and are used as seeding (ranking) for the tournament:
 1. Total points, as follows: two-points for each victory, one-point for each tie and zero-points for each loss.
 - a. Alternate if one or more teams are unable to play their full schedule of games due to the weather: winning percentage - defined as wins divided by the total number of games played (wins plus ties plus losses) with a tie counting as a half a win.
 2. If the two or more teams were tied in points, the winner(s) is/are the team that won (best winning percentage) when the teams played each other (head-to-head).
 - a. If the teams played two or more games head-to-head and split them evenly (same winning percentage), the winner is the team with the greater run differential when the teams played each other (head-to-head run-differential).
 3. If they tied in head-to-head play or if they tied in head-to-head run-differential, the winner is the team with the greater run differential for the season (season run-differential).
 4. If the season run-differential is the same, a coin toss will take place (coin toss).
 - iii. 2018 regular season standings are as follows:

1: Flamingos	4: Las Fuertes	7: Thunder	10: Rebels
2: Titans	5: Diamonds	8: Bombers	11: Beavers
3: Backlash	6: Jaguars	9: Crescendo	12: Phoenix
- j. Home Teams/seeding – single elimination segment, day two: Are determined by the rankings (seeds) based on the standings from the round-robin segment on day one. The team with the highest ranking as determined in the round-robin segment on day one will play as the Home Team in each game, up to and including the final. The final overall standings will be distributed after play ends on Saturday, 8/24/18.
 - i. Benches: The Home Team in each game chooses the bench it prefers.

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- ii. Standings: The round-robin segment standings are determined in the following order and are used as seeding (ranking) for the single elimination segment of tournament:
 - 1. Total points, as follows: two-points for each victory, one-point for each tie and zero-points for each loss.
 - 2. If the two teams were tied in points, the winner is the team that placed highest in the 2018 regular season
- k. Field choice: Field choices will be made as part of the Tournament preparation prior to the tournament and included on the bracket diagram
- l. Tournament winner: If the Tournament is played in part as listed below and canceled at some point due to weather or field conditions.
 - i. Round robin segment on day one: no tournament champion will be declared if play does not advance to the single elimination segment, see below.
 - ii. Single elimination segment on day two
 - 1. The highest and second highest seeded teams remaining will be the Tournament Champion and the Runner-up, respectively.
 - 2. This is applicable only if no more than six teams remain in the tournament when canceled; no tournament champion will be declared if more than six teams remain.
 - iii. Single elimination one day tournament format (if used in place of two-day format)
 - 1. The highest and second highest seeded teams remaining will be the Tournament Champion and the Runner-up, respectively.
 - 2. This is applicable only if no more than six teams remain in the tournament when canceled; no tournament champion will be declared if more than six teams remain.

3. Format changes due to poor field conditions

- a. Delays or format changes: Poor weather before or during the tournament may result in format changes involving game duration, number of fields, number of days, single or double elimination format or, in the most extreme circumstances, number of teams or Tournament cancellation
- b. Decision: Decisions regarding format changes as noted above are to be made by the League Executive Committee consisting of any combination of the League Officers – President, Vice President, Treasurer and Secretary but no less than 2
 - i. If weather and field conditions warrant, the League Officers will meet or speak on the phone as early as possible each day of the Tournament at the fields before the first game time slot and make a group decision as to the condition of each of the field, as needed
 - ii. Alternate brackets for a variety of different conditions such as reduced number of fields or days will be provided in advance to assist the League Officers in making and implementing any changes
- c. Notification: For both days of the tournament tournament-related messages will be emailed to the League Contact List TeamSnap by 7:30am. Coaches/managers or team representatives should check their email and/or call the President at 718-877-9211 if the weather or ground conditions are questionable and is then responsible to notify her own team. Do not have individual players call the primary contact nor should they contact the Executive Committee members individually.

4. Tournament grounds preparation

- a. Field prep: Due to park rules we are not allowed to prep or repair the fields

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b. Home team for each field should arrive early to get the bases and set up the fields

5. **Tournament administration and game day organizing**

a. The Tournament Administration Station (TAS)

- i. The TAS will be located at a table near Field 1, or as determined based on the condition of fields and each team will be responsible for picking up all forms, balls and equipment needed
- ii. T-shirts for sale or sold will also be at this table and whoever is manning the table is responsible for them.
- iii. Equipment or materials
 1. Official Tournament Record; on a clipboard with pen(s) for updating
 2. Tournament Bracket board(s) with markers for updating
 3. Tournament Guidelines and 2018 League Rules
 4. Dispute Notification Forms
 5. Tournament Bracket diagram fliers
 6. First aid kit and ice packs are to be provided by each team individually
 7. Trash bags – please bring one with you in case there is an overflow of garbage at your field
 8. Game balls, to be distributed to Home Teams (up to 46 total) for the double elimination 3 fields diagram
 9. Bases and pitching rubbers – when not in use (up to three-sets), to be picked up Home Teams at the League equipment box
 10. Umpire fees, to be held by a League Executive Committee member

b. Tournament Organizers are to include:

- i. Tournament Coordinator: Dawn Fisher
- ii. League Executive Committee – President, Vice President, Treasurer and Secretary
- iii. Tournament Organizing Volunteers: one or two or three are required at any given time from teams that have been eliminated from the Tournament
 1. Each team is to designate at least one individual willing to serve as a Tournament Organizer Volunteer when, and if, that team is eliminated from the Tournament

c. Official Tournament Record

- i. This document is to contain the reported results of all games and will be certified by the signatures of the League President and Vice President at the conclusion of the Tournament as the Official Tournament Record. The final Tournament results will be derived from this Record.
- ii. The Official Tournament Record is to be publicly maintained at the TAS
- iii. Immediately after each game, each team is to send a single representative to the TAS to report game results. The team representative is to print their name in the Official Tournament Record when reporting results.

d. Tournament Bracket Board

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- i. This board is to publicly display the agreed upon Tournament brackets, as well as game time and location information. It will be updated as the Tournament progresses by the Tournament Organizers from results recorded in the Official Tournament Record.
- ii. The Tournament Bracket Board is to be publicly maintained at the TAS
- e. Game balls
 - i. 29 games are scheduled and up to 58 new Clincher game balls will be required; Day One: 36 game balls; Day Two: Up to 22 game balls
 - ii. Each team is to pick up one new game ball at the TAS prior to each game
- f. Umpire fees
 - i. Umpire fees, will be paid to directly by the League Secretary, or an Executive Committee designee to the designated Head Umpire, each day prior to commencement of play. The Head umpire on each day will be responsible for distributing the fees directly to the umpires.
- g. Bases and pitching rubbers
 - i. Bases and pitching rubbers are the responsibility of the Home Team in each game and are to be set-up prior to game start time and returned when no longer in use unless the next team on your field agrees to be responsible for the equipment.
 - ii. Three complete sets of bases and pitching rubbers will be required for the Tournament

6. Miscellaneous

- a. Umpires: The League's Umpire Liaison, Kelly McConnach, is to inform the head of the umpire association of the tournament dates and field locations, and of how many and which umpires the league wants. Kelly is also responsible for informing the head of the umpire association immediately as to any rainouts, delays, or other tournament schedule changes.
 - i. Two umpires will be hired for each game
 - ii. The League's Umpire Liaison will inform the head of the umpire association of any umpires the League particularly desires to have, and particularly does not want. All other umpires are left to the head of the umpire association's choice. The League's Umpire Liaison will also ask the head of the umpire association to instruct the umpires to rotate fields between games, to avoid the possibility of pairing more than once a team and umpire who have developed a poor relationship.
- b. Player exemptions, in 2018, the following players were exempted from the minimum-games rule:

Backlash: None	Jaguars: None
Beavers: Stephanie Trollo, Maggie Dillon, Tia Oum	Las Fuertes: Pamela Barone, Ashley Comras, Sjene Kendrick
Bombers: None	Phoenix: MaryAnn Ciuro, Jen Liseo
Crescendo: None	Rebels: Annie Lafond, Alissa Newman
Diamonds: Jennifer Tarr, Cristin Keely	Thunder: None
Flamingos: None	Titans: Carrie Davis, Shelby Stahl

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- c. Litter: Teams should check to be sure they have left nothing behind on their bench – including garbage – as they leave after a game. Players on the sidelines should make an effort to discard garbage, trash, bottles, and cans in the trash cans and trash bags provided.
- d. Protests (changes as noted below, otherwise as per PPWSL Rules)
 - i. A Disputes Notification Form shall be completed and submitted to Tournament Volunteers at the TAS. This shall constitute notification. Volunteers will then immediately, and prior to each team's next game, inform the Chairperson of the Disputes Committee (Catherine Hogg, 917-635-0207) of the dispute. The Committee Chair must call a Disputes Committee meeting without delay. In 2018, the Committee consists of a representative from Backlash, Bombers, Diamonds, Flamingos, Las Fuertes, and Titans. That meeting will listen to a verbal account of the dispute and then produce a decision, which must be reported to all parties without delay, and again at the next League meeting.
 - ii. If the dispute involves any of the six members of the team on the committee, that team will withdraw from the proceedings for that dispute. If the Committee Chair is on the team that is involved in the dispute, the League President (Carrie Davis, 718-877-9211) shall function as Chair for that dispute. If the League President is on the team that is involved in the dispute, the League Vice President (Sara McNamara, 405-503-7309) shall function as Chair for that dispute.
- e. Rules: As noted previously, the 2018 PPWSL Rules, as supplemented by the 2018 USA Softball rules, are to be used, unless otherwise superseded by provisions herein. The "All players must play and minimum playing time," "Courtesy runners," "Pitching," "Tournament eligibility," and "Uniforms" rules usually reiterated here have been omitted for purposes of clarity only and will be in effect for the Tournament.
 - i. The mercy rule shall not apply during the tournament.