

District 9 Policy #10

Leagues Tournament Team Travel Guidance

This policy is written to provide guidance to the Leagues in defining their responsibility in paying the expenses for their All-Star Tournament teams should they advance beyond the District Tournament level. These are not absolute rules but rather recommended areas of financial responsibility the League should assume for support of their All-Star teams. This guidance defines what the Leagues should expect at the State, Regional and World Series level, should they advance to those levels.

General guidelines for cost responsibilities (additional details and specifics provide in text below):

Division	District	State	Regional	World Series
8/9/10 Baseball & Softball	League, uniforms	League Travel & Housing	n/a	n/a
9/10/11 Baseball & Softball	League, uniforms	League Travel & Housing	n/a	n/a
10/11/12 (Majors) Baseball	League, uniforms	League Travel & Housing	Travel & Housing by LLI	Travel & Housing by LLI
10/11/12 (Majors) Softball	League, uniforms	League Travel & Housing	Travel & Housing by LLI	Travel & Housing by LLI
Intermediate Baseball	League, uniforms	League Travel & Housing	League Travel & Housing	Travel & Housing by LLI
Juniors Baseball	League, uniforms	League Travel & Housing	League Travel & Housing	Travel & Housing by LLI
Juniors Softball	League, uniforms	League Travel & Housing	League Travel & Housing	Travel & Housing by LLI
Seniors Baseball	League, uniforms	League Travel & Housing	League Travel & Housing	Travel & Housing by LLI
Seniors Softball	League, uniforms	League Travel & Housing	League Travel & Housing	Travel & Housing by LLI

District Tournaments:

1. Uniforms: The League is responsible for providing all the equipment and uniforms for the All-Star team. A. These may be uniforms that are used for multiple years or provided each year for the players to keep. B. If the teams/parents want to add additions to the standard uniform (e.g. jackets/pullovers, additional caps and/or pants) have different uniforms for the team or want to alter the uniforms issued by the League (e.g. names on

the jerseys, etc.), then the parents/teams should be responsible for furnishing that part of the uniform for the team and for paying for that portion of the uniform (example: If the parents/team want jerseys with player names on the jerseys, then the parents/team are responsible for paying for the complete jersey that meets the Leagues design and the parents are responsible for putting the name on the jerseys) 2. Travel: The parents are responsible for all travel of the team/players to all District Tournaments. 3. Registration: The League is responsible for registering the team for tournament play (entry fee)

State Tournament: The State Tournaments are broken down into two categories, close and distant.

Close to Home (usually within 150 miles round trip) 1. The League has determined that the team will travel back and forth to the tournament site for each game 2. The team will NOT stay at the tournament site overnight or if they do, they are responsible for all the expenses associated with such staying overnight for the team. 3. The parents/team is responsible for all travel to the tournament site and back.

Distant from Home (usually more than 150 miles round trip)

Note: LLI will reimburse the league \$1/mile for travel expenses

1. Stay at Tournament location: The League has determined that the team should stay at the tournament site for the duration of the tournament or until eliminated (whichever comes first).

2. Housing: Washington State Tournament Hosts will NOT be providing housing to teams advancing to State Tournaments. The League should find a place to stay for the players/Manager/2 Coaches and should pay for that place to stay at the rate of 4 players per room and 2 coaches/manager per room. For example, if a team has 14 players and 3 adult coaches/manager, then the League would pay for 4 rooms for the players ($14/4 = 3.5$) and 2 rooms for the coaches/manager ($3/2 = 1.5$). The coaches/manager would split the two rooms furnished by the League at the rate of $\frac{1}{2}$ normal room rate per

person. If they had spouses staying with them, then the League would only pay for ½ the normal room rate per manager/coaches.

If a larger facility is rented (e.g. a rental home from HomeAway, Air BNB) the league would cover as much as the corresponding number of hotel rooms it would take to house the same number of players & coaches.

3. Mileage Reimbursement: The League should pay travel at the rate of 15 cents per mile (amount is at discretion of each league) for three cars/vans to transport the team one round trip to the tournament site since they are staying at the tournament site.

4. Meal Allowance: The League should furnish each player and the three adults (maximum) with a meal allowance for each day they are at the tournament site. The first and last day should be a partial allowance if they are not at the site or traveling all day. Each person receiving meal allowance money shall sign for that money each day to provide the League with receipts and assurances that the person did receive the money. This allowance can be any amount the League shall determine as being reasonable for that site and tournament.

5. Team operational expenses: The League should provide the manager with a reimbursement for reasonable expenses for running the team for such things as dugout supplies (water or Gatorade) and first aid supplies (Ice bags, extra bandages). This reimbursement should be paid upon submittal of receipts to the League by the manager and acceptance by the League that they are reasonable.

6. Fund-raisers: Any money raised in the name of the team or the League for the paying of expenses/travel shall go to the League for the payment of the above expenses. Money raised in the name of the team or League cannot go toward paying expenses of anyone not on the team roster nor for parents' expenses.

7. Family members: All parents/family members traveling with the team but not on the team are STRICTLY ON THEIR OWN AS TO ALL EXPENSES FOR THEM AND THEIR FAMILY. The League is not responsible for any expenses incurred by the parents/family members.

Regional Tournaments: Regional Tournaments are broken down into two categories, close and distant. NOTE: 1. 8/9/10 Year Old and 9/10/11 Year Old teams only go as far

as State Tournaments. 2. Majors Baseball & Softball teams going to Regionals and will be furnished with airfare to Regionals by Little League Baseball & Softball Inc., Inc. and shall be furnished with housing and meals by Little League Baseball & Softball Inc., Inc.

The paragraphs below discussing Regional expenses paid by leagues do not apply to Major Baseball or Softball teams, but do apply to Intermediate Baseball, and Juniors /Seniors baseball and softball.

Close to Home (usually within 150 miles round trip) 1. The League has determined that the team will travel back and forth to the tournament site for each game 2. The team will NOT stay at the tournament site overnight or if they do, they or the parents are responsible for all the expenses associated with such staying overnight for the team. 3. The parents/team is responsible for all travel to the tournament site and back.

Distant from Home (usually more than 150 miles round trip) This is further broken down into two categories, housing furnished, and housing not furnished. Note: 1. Division 1 Tournament Hosts do not have to offer housing but may do so at their option. 2. Regional Tournament Hosts should offer housing or a recommended place to stay that provides “discount” housing to all teams that are traveling a distance and must stay overnight at the tournament site. The League is strongly encouraged to accept any housing that is offered.

Housing Furnished by tournament:

1. The League has determined that the team should stay at the tournament site for the duration of the tournament or until eliminated (whichever comes first).

2. **Furnished Housing:** The League should encourage the team to stay in the housing furnished by the tournament hosts. The team shall notify the tournament host immediately if they do not choose to stay in the furnished housing. However, if housing is furnished and the team chooses not to accept it, the parents of that team will assume all responsibility for housing and feeding of the team while they are at that tournament. Since the host offers housing/feeding, The League has NO responsibility for housing nor

feeding the team members, but they may do so at their discretion (the Leagues decision, not the teams). If the team accepts the offered housing and subsequently (during the tournament) decides to change their mind for whatever reason, they must notify both the tournament director with a reason BEFORE they remove the players from the housing.

3. Transportation: The League should provide one round trip travel re-imbusement for three cars/vans at the rate of 15 cents (amount is at discretion of each league) per round trip mile from home to the tournament site. If the site is far enough to require air travel, the League should purchase airline tickets for the team members and the coaches/manager to travel to the tournament site and should provide enough money to get three vans for the team to use at the tournament site. If parents are at the tournament site and provide transportation for the team, the League will not acquire the vans.

4. Meal allowance: Since housing/feeding is offered by the host (even if not accepted), the League has no responsibility for a food allowance for the team but may provide allowances to the manager for supplemental food/snacks upon submittal of proper receipts (Leagues decision to accept receipts or not).

5. Team Operating Expenses: The League should provide the manager with a re-imbusement for reasonable expenses for running the team for such things as dugout supplies (water or Gatorade) and first aid supplies (Extra bandages). This re-imbusement should be paid upon submittal of receipts to the League by the manager and acceptance by the League that they are reasonable.

6. Fund-raisers: Any money raised in the name of the team or the League for the paying of team expenses/travel shall go to the League for the payment of the above expenses. Money raised in the name of the team or League cannot go toward paying expenses of anyone not on the team roster.

7. Family Members: All parents/family members traveling with the team but not on the team are STRICTLY ON THEIR OWN AS TO ALL EXPENSES FOR THEM AND THEIR FAMILY. The League is not responsible for any expenses incurred by the parents/family members.

Housing Not Furnished

1. The League has determined that the team should stay at the tournament site for the duration of the tournament or until eliminated (whichever comes first).

2. Housing: The League should find a place to stay for the players/Manager/2 Coaches and should pay for that place to stay at the rate of 4 players per room and 2 coaches/manger per room. If a team has 14 players and 3 adult coaches/manager, then the League would pay for 4 rooms for the players ($14/4 = 3.5$) and 2 rooms for the coaches/manager ($3/2 = 1.5$). The coaches/manager would split the two rooms furnished by the League at the rate of $\frac{1}{2}$ normal room rate per person. If they had spouses staying with them, then the League would only pay for $\frac{1}{2}$ the normal room rate per manager/coaches.

If a larger facility is rented (e.g. a rental home from HomeAway, Air BNB) the league would cover as much as the corresponding number of hotel rooms it would take to house the same number of players & coaches.

3. Transportation: The League should provide one round trip travel re-imbursement for three cars/vans at the rate of 15 cents (amount is at discretion of each league) per round trip mile from home to the tournament site. If the site is far enough to require air travel, the League should purchase airline tickets for the team members and the coaches/manager to travel to the tournament site and should provide enough money to get three vans for the team to use at the tournament site. If parents are at the tournament site and provide transportation for the team, the League will not acquire the vans.

4. Meal allowance: The League should furnish each player and the three adults (maximum) with a meal allowance for each day they are at the tournament site. The first and last day should be a partial allowance if they are not at the site or traveling all day. Each person receiving meal allowance money shall sign for that money each day to provide the League with receipts and assurances that the person did receive the money. This allowance can be any amount the League should determine as being reasonable for that site and tournament.

5. Team Operational Expenses: The League should provide the manager with a re-imbursement for reasonable expenses for running the team for such things as dugout

supplies (water or Gatorade) and first aid supplies (Extra bandages). This reimbursement should be paid upon submittal of receipts to the League by the manager and acceptance by the League that they are reasonable.

6. Fund-Raisers: Any money raised in the name of the team or the League for the paying of team expenses/travel shall go to the League for the payment of the above expenses. Money raised in the name of the team or League cannot go toward paying expenses of anyone not on the team roster.

7. Family Members: All parents/family members traveling with the team but not on the team are STRICTLY ON THEIR OWN AS TO ALL EXPENSES FOR THEM AND THEIR FAMILY. The League is not responsible for any expenses incurred by the parents/family members.

World Series: The World Series Tournaments are broken down into two categories, close and distant.

Close to Home (usually within 150 miles round trip) 1. The League has determined that the team will travel back and forth to the tournament site for each game 2. The team will NOT stay at the tournament site overnight or if they do, they are responsible for all the expenses associated with such staying overnight for the team. 3. The parents/team is responsible for all travel to the tournament site and back.

Distant from Home (usually more than 150 miles round trip) Since Housing is always offered at World Series sites, there are no options at these tournaments

1- Housing: The League has no choice. The team will stay at the tournament site for the duration of the tournament.

2. Provided Housing: The League shall insist the team stay in the housing furnished by the World Series Committee. The team shall notify the tournament host immediately if they do not choose to stay in the furnished housing and provide a very good reason why they cannot accept the offered housing (It must be a VERY GOOD reason). It is the World Series Committee's options as to what to provide to the team if they do not accept the provided housing (cannot include withholding of playing privileges). However, if housing is furnished and the team chooses not to accept it, the parents of that team will assume all responsibility for housing and feeding the team while they are

at that tournament. The League has NO responsibility for housing nor feeding the team members, but they may do so at their discretion (the Leagues decision, not the teams). If the team accepts the offered housing and subsequently (during the tournament) changes their mind for whatever reason (like unsafe conditions), they must notify both the tournament director and the host parents with a reason BEFORE they remove the players from the housing. They must also give the World Series Committee an opportunity to correct the situation before they remove the players from the housing.

3. Transportation: Little League Baseball & Softball Inc., Inc. provides transportation from the Regional Tournament location to the World Series Tournament location and from the World Series Tournament location to the team's home location. This transportation MUST be used or Headquarters (570-326-1921) must be notified and different arrangements cleared by them before leaving the Regional site. The team cannot change or cancel the Headquarters arranged transportation on their own, only HQ. can do that.

4. Meal allowance: Since housing/feeding is offered by the World Series Committee, the League has no responsibility for a food allowance for the team but may provide allowances to the manager for supplemental food/snacks upon submittal of proper receipts (Leagues decision to accept receipts or not). Note, how the meals are provided varies according to World Series venue.

5. Team operational expenses: The League should provide the manager with a reimbursement for reasonable expenses for running the team for such things as dugout supplies (water or Gatorade) and first aid supplies (Extra bandages). This reimbursement should be paid upon submittal of receipts to the League by the manager and acceptance by the League that they are reasonable.

6. Fund-raisers: Any money raised in the name of the team or the League for the paying of team expenses/travel shall go to the League for the payment of the above expenses. Money raised in the name of the team or League cannot go toward paying expenses of anyone not on the team roster.

7. Family members: All parents/family members traveling with the team but not on the team are STRICTLY ON THEIR OWN AS TO ALL EXPENSES FOR THEM AND THEIR FAMILY. The League is not responsible for any expenses incurred by the parents/family members.

We hope this guidance will help all District 9 Leagues in planning for their teams to advance to tournaments above the District level. If there are any questions or unusual circumstances that warrant consideration, please feel free to contact me.

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Little League Washington District 9