

# EVENTS

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**1.0 PROVINCIAL CHAMPIONSHIP HOSTING POLICY**

1.0 The following pages contain information which prospective provincial hosts must be aware of. Please read through the information carefully and direct any concerns you may have to the Chairperson of the category championship you wish to host.

**1.1 ELIGIBILITY**

- 1.1.1 All S.B.A. affiliated teams or leagues may apply in writing to the category committee specific to the event they wish to host (A, B, Juvenile, Non Contact, Mixed or Masters).
- .2 Other non member groups wishing to host a championship must apply in writing to the Board of Directors of the S.B.A. for approval.

**1.2 HOST RESPONSIBILITIES**

- 1.2.1 The host league must be able to supply the following items at their cost:
- 12 new balls for the event
  - Arena(s) with artificial ice.
  - Capacity to seat at least 200 fans.
  - Separate clean dressing rooms for competing teams. Rooms are to be heated with bathroom facilities in or adjacent to them.
  - Host to provide a picture of all medal winning teams & awards recipients and other items of interest to the SBA following the event, and in time for the year end newsletter.
  - Keeper trophies and S.B.A. Awards as follows:

| Category    | All Star Awards                                                                                                                                     | Keeper Trophies                                                                              | Memorial Awards                                                                                                                                                                                                                                                                                                                                                                                                    |
|-------------|-----------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Senior      | <b>*No All Star Awards<br/>09/08</b><br><br><b>Team MVP Awards<br/>will be Awarded.<br/>These awards will be<br/>selected by the team<br/>09/08</b> | - Top Scorer<br>- M.V.P.<br>- Top Goalie<br>- Top Defense<br>(Ladies)<br>- Top Forward       | Memorial "A":<br>- <b>Lyle Villeneuve</b> (Men) - Top Left Wing<br>- <b>Les Ludwig</b> (Men) - Pride, Desire,<br>Sportsmanship<br>- <b>John Sickel</b> (Men) - Top Defense<br>- <b>Janet Zimbowski</b> (Ladies) - Pride, Hustle,<br>Desire, & Dedication (on & off ice)<br>- <b>Brett Gibbs</b> - Official to Sr. Nationals<br>- <b>Dennis Night (Men or Ladies)</b> - Heart &<br>Determination (Team Award) 09/04 |
| Minor       | Juvenile: Provided by<br>sponsor<br><br>Midget: 1 <sup>st</sup> team All<br>Star Awards                                                             | Juvenile only:<br>- Top Scorer<br>- M.V.P.<br>- Top Goalie<br>- Top Defense<br>- Top Forward | **For the Midget & Bantam Categories, the keeper<br>trophies do not apply.<br>**Participation awards will be presented to all<br>participants of the Midget and Bantam categories.<br>05/03                                                                                                                                                                                                                        |
| Non Contact | 1 <sup>st</sup> & 2 <sup>nd</sup> team All Star<br>Awards                                                                                           | - Top Scorer<br>- M.V.P.<br>- Top Goalie<br>- Top Defense<br>- Top Forward                   |                                                                                                                                                                                                                                                                                                                                                                                                                    |
| Mixed       |                                                                                                                                                     | Team MVP                                                                                     |                                                                                                                                                                                                                                                                                                                                                                                                                    |
| Masters     | No All Star Awards                                                                                                                                  |                                                                                              |                                                                                                                                                                                                                                                                                                                                                                                                                    |

g. Complimentary banquet tickets for non playing S.B.A. Executive, R.I.C. and officials.

Note: The intent of policies f and g is for the host to try to secure sponsors for these items. If difficulties arise in this area, please address them with the category chairperson.

- .2
  - a. Arranging and paying for sufficient and suitable ice required with proceeds received according to the category budget.
  - b. Ensuring adequate back up ice is provided as directed by the draw. In general a minimum of 1 hour for every 6 games MUST be allowed at the end of each day. Ensure adequate ice is also available for mini games as necessary.
- .3 Ensuring there are food concessions at the arena(s).
- .4 Appointing a worker who will be in charge of publicity. His/Her duties shall include publicity indicating where and when playoffs will be held and the prompt reporting of all scores and results to the media across the province. Any expenses incurred will be the responsibility of the Host League. (Media contact lists are available from the S.B.A. office). He/she shall provide the final stats. package & all game sheets to the SBA coordinator prior to his/her departure after the final game.
- .5 Assemble pertinent information on accommodations that will be available and inform all participating leagues. If limited accommodations are available, it shall be the Hosts responsibility to reserve a sufficient number of rooms.
- .6 Provide all game officials: (except referees)  
**\*Minimum requirement is 3 game officials per ice surface** **09/08**
  - a. Time keeper
  - b. Score keepers
  - c. Announcer
- .7 Provide sufficient workers to handle the following:
  - a. Allotment of dressing rooms to teams
  - b. Collect admission and sell programs, passes, and souvenirs at the door
  - c. Assist in picking of provincial all-stars (SBA to provide forms)
  - d. Assist the S.B.A. in Fund-raising
  - e. Tournament statistics (SBA to provide forms)
- .8 Distribute sponsor products as requested and outlined by the S.B.A. Executive.
- .9 Stage a social function for the players, officials, and friends. (not mandatory)
- .10 Provide a program (optional) to be sold at the arena during the Provincial Playoffs. Information to be contained is as follows:
  - a. Names and rosters of all participating teams
  - b. Background information on participating teams (if available)
  - c. Game schedule
  - d. Provincial Playoff history and statistics available upon request from the President of S.B.A. The proceeds from sale of or income from sale of advertisements shall go the Host League.
- .11 Provide players pass and distribute to all participating teams.
- .12 Provide all admission tickets or passes as required
- .13 Arrange any special opening or closing ceremonies as may be required.
- .14 Ensure First Aid services are available on site.
- .15 Provide two sets of extra sweaters (one light, one dark for each rink being used in the event that two teams have similar colored sweaters. Provincial sweaters are available on loan from the SBA for use at the event, however, they must be returned clean.

### 1.3 CATEGORY RESPONSIBILITIES

The CATEGORY shall be responsible for:

- 1.3.1 Awarding the site of the Provincial Playoffs and determining the dates.
  - .2 Set up the draw for the playoffs.
  - .3 Paying for referees.
  - .4 Supplying winning teams with medals.
  - .5 Purchase and distribute for sale, and set selling price (and commission), for all souvenirs on sale during the provincials. No other souvenirs shall be sold without prior approval from the President of the S.B.A.
  - .6 Setting the arena admission prices.
  - .7 Approve any opening or closing ceremonies that may take place.
  - .8 All performance bonds collected at the January meeting will be given on loan to the host league upon request for that championship. All money must be returned within one month after the completion of the championship with a complete financial report on the event.
  - .9 Assisting with ice costs according to ice payment policy.
  - .10 Arranging for provincial sponsorship, supplying sponsor product, and outlining the requirements for the host in this area.
  - .11 Providing the host with the policy and all forms for all star selections & tournament results.

#### 1.4 PARTICIPATING TEAM RESPONSIBILITIES

The participating teams are responsible for:

- 1.4.1 Arranging and paying for their own accommodation, transportation, and meals.
  - .2 Being at the arena 45 minutes in advance of each of their games.
  - .3 Submitting a roster to the S.B.A. Coordinator prior to first game at the Provincial Playoffs. All pickups and cuts must be indicated.
  - .4 Ensuring that all participants pay the dance/gate admission required by the ice payment policy for that event.
  - .5 Players are not required to pay a gate admission at Non-contact or Juvenile provincials.

#### 1.5 SBA COORDINATOR

For each provincial event category chairpersons are responsible to appoint a non-involved Coordinator. This individuals shall be responsible for the following:

- 1.5.1 Heading up the discipline committee along with the TOC and a non-involved rep from the host. Accept all protest fees and return them to the team or the SBA as indicated.
  - .2 Informing all teams of pending disciplinary hearings and results of those hearings. Inform SBA members as required of any disciplinary actions.
  - .3 With the host, ensuring that the event runs on time.
  - .4 Supply of all SBA information materials to teams as well as draw sheets and posters.
  - .5 Handing out of all awards.
  - .6 Supported by the host statistician, selection of all stars as advised by the category.
  - .7 Ensure the Risk Management Forms are filled out prior to the event.

- .8 Return all items to the SBA office including final stats. package and game sheets immediately following the tournament.
  - .9 Write any appropriate articles for the SBA newsletters or other news sources.
  - .10 Ensure the host informs all media of all results.
  - .11 Provide a thorough evaluation of the event to the category within one week of the event.
  - .12 Be the official rep of the SBA at the event.
  - .13 Partake in ceremonies that are held.
  - .14 Be visible at the event.
- 1.6 REVENUES FROM PLAYOFFS
- 1.6.1 All profit incurred from any social event, gate receipts, program, or other Host operated function shall belong to the Host League except as outlined in the hosting agreement between the host & the category.
  - .2 Souvenir sales and team entry fees are the property of the category unless otherwise indicated.
- 1.7 ICE PAYMENT POLICY
- .1 The ice costs for all provincials will be covered by funds from the following sources, as required:
    - a. Category Budget
    - b. Gate fees
    - c. Other hosting associated profits
    - d. M.A.P. Grants - only upon approval of the category committee in question. Generally, it the S.B.A.'s stance that M.A.P. funds should not be used to cover the costs of Provincial Championships.
  - .2 Midget Provincial ice costs are to be kept to a maximum cost of \$1000.00. It will be the host committee's responsibility to fundraise the difference in the cost, or find an alternative venue for the event. 09/04
- 1.8 APPLICATION PROCEDURE FOR HOSTING PROVINCIAL PLAYOFFS
- 1.8.1 Leagues wishing to host the Provincial Playoffs shall apply with a certified letter from the city and a letter from their league. Ideally, no submission will be received after April of the playing year preceding Playoffs.
  - .2 Submissions to hold the Provincial Playoffs shall include:
    - a. Dates, times, location of arena(s), capacity of arena(s), and ice rental rates.
    - b. Name and address of individual who will be acting as Host Leagues Representative. A verbal presentation will be required at Annual Meeting.
    - c. Indicate any intentions to hold a social function or to produce a program.
    - d. Outline hotel accommodations in the area.
    - e. Any other information that may help the S.B.A. award the Provincial Playoffs.
- 1.9 SELECTION OF THE HOST LEAGUE
- 1.9.1 All submissions will be reviewed at the Annual General Meeting with final confirmation made at the meeting in September. Submissions will be compared at the meeting with each league that is applying for Provincial Playoffs. Each league rep must be present and be prepared to answer any questions that may arise and make a short presentation.
  - .2 When making the final award of the Playoffs, the items will be considered: (in order of importance)
    - a. Has the league ever held the Provincial Playoffs before and, if so, were they successful?
    - b. Organization and quality of the submission?

- c. Rink quality and capacity?
  - d. Does league plan to hold a social function, produce a program, sell souvenirs, and concessions?
  - e. Plans for publicity?
- .3 When final award is made the league that finishes second will be asked to serve as a backup should the Provincial Playoffs be moved unexpectedly from the chosen site. Serving as backup to the Provincial Playoffs will be considered favorably should this league make a submission in future years.
  - .4 The Host League will be notified immediately by the President of the S.B.A. if their successful submission.

## 1.10 HOSTING AND DATES

All leagues are eligible to apply to host any of the following Provincial Championships:

- 1.10.1 "A" - to be held a minimum of two weeks before Nationals and where possible not on the same weekend as Western B's.
- .2 "B" - provincials will be held where possible one or two weeks prior to the "A" playoffs and at a different location.
- .3 "C" - provincials will only be held should a sufficient number of Non-League Teams be registered and only if one of them will host provincials.
- .4 Juvenile - provincials will be held the last weekend in February or a minimum of four weeks prior to the National - effective for the year 2000 Nationals, at a location as chosen by the S.B.A.
- .5 Non Contact - provincials will be held on a date suitable to the teams involved and may or may not be held in conjunction with another event.
- .6 Mixed - provincials shall be held at the discretion of the Board of Directors and may or may not be held in conjunction with another championship.
- .7 Masters - provincials shall be held at a time when no conflict exists with the remaining senior categories.

All other information concerning Provincial Championship Hosting is contained in the PP Manual. Please refer to it for further details.

## **2.0 WESTERN CANADIAN/NATIONAL CHAMPIONSHIP HOSTING POLICY**

The following contains information that potential Western/National hosts must be aware of. Please read through the information carefully and direct any concerns you may have to the Chairperson of the category championship you wish to host.

### 2.1 ELIGIBILITY

- 2.1.1 All S.B.A. affiliated teams or leagues in good standing with the SBA may apply in writing to the category committee specific to the event they wish to host (Senior Westerns, Senior Nationals, Juvenile Nationals). Application to host these events must be supported in writing by the SBA and submitted with the application.
- 2.1.2 Other non member groups wishing to host a championship must apply in writing to the Board of Directors of the S.B.A. for approval.

### 2.2 HOST RESPONSIBILITIES

- 2.2.1 Please refer to the Canadian Broomball Federation National Championship Host Policy for the policy regarding the hosting of a National Event. For information regarding the hosting of a Western Canadian Championship please refer to the Western Canadian Constitution.

- 2.2.2 When a bid has been approved by the CBF/Western Committee, the host group will have the opportunity to select host teams for these events. To be eligible the host team must be selected from the **league** that is hosting the event. If there are no teams/leagues in the community, the decision will be referred to the appropriate category committee members (Senior Committee or Juvenile Committee). The host will be allowed to give their input on who should be appointed the host team(s), but the final decision will be made by the appropriate category committee.
- 2.2.3 Host groups may be eligible to apply for a Hosting Grant through Sask Sport. Please contact the SBA office for more information regarding this grant.
- 2.2.4 All costs associated with hosting an event are the responsibility of the host group (exception being those expenses that are paid for by the CBF as noted in the CBF Hosting Policy). All revenues generated from hosting the event will be the property of the host team/league and should be spent on Broomball related programs in the community.
- 2.2.5 The SBA will appoint a liaison to assist the host group. This liaison will not work directly on committee issues/projects but will act as an advisor regarding CBF/Western Canadian policy.

05/07

### **3.0 PROVINCIAL PLAYOFFS FORMAT**

- 3.1 The playoff structure will be determined annually by the category but generally be a division format with teams playing a round robin within their own division. Upon completion of round robin, sudden death semi final games will be used to decide the Gold, Silver, and Bronze finishers.
- 3.2 The playoff structure will be distributed as soon as possible once teams are confirmed. (See 11.0 Provincial eligibility procedures)
- 3.3 The Category chairman shall have the authority to add teams to fill an uneven draw as necessary.
- 3.4 Two points will be awarded for a win, zero points for a loss. Overtime will be played in the round robin, according to the C.B.F. rule book. If three or more teams are tied in points after the round robin, mini games (two five minute stop time periods) will decide the positions of these teams in the round robin (except as noted below).
- 3.5 If two teams are tied - record against each other. The following tie breaking procedures will be used when necessary as follows:

For Mini Games: Team with best +/- in games amongst each other will get bye. If a tie still exists the team with the best +/- against the team not involved in the tie in the highest position will get the bye. If a tie still exists it will go to the +/- record against the next highest team and down the line until bye is determined. If decision is not realized a coin flip determines the bye, then proceed back to mini format.

Mini games shall not be considered in the event that there is a three way tie and no team is eliminated from further play after the round robin. The above noted +/- system will be implemented to place the advancing teams.

Overtime shall not be a factor in determining +/- positioning. The winner of an overtime game shall be credited with a + 1 and the loser a - 1 if goals against need to be determined.

- 3.6 When two teams from the same league compete in playoffs, they will be put in different divisions.
- 3.7 Each league will be responsible for selecting their own representatives for the Provincials Playoffs.

### **4.0 SANCTIONING POLICY**

- 4.1 No affiliated member person (officials, coach, manager, trainer, player) covered under the policy may participate in any way with an unregistered person, without receiving prior permission from the Executive. Persons ignoring this policy may face fines or suspensions or both.
- 4.2 Affiliated officials must be involved in all league or tournament games.

4.3 The S.B.O.A. through the local league officials association is responsible for approving the officials assigned to do all league games and tournaments.

4.4 Leagues which do not have qualified officials affiliated with the S.B.O.A. will not be eligible for provincials.

4.5 Teams which have applied to enter leagues and were rejected may appeal to the S.B.A. Each case will be dealt with individually based on specific circumstances.

#### 4.6 TOURNAMENTS

4.6.1 All tournaments must be sanctioned by the S.B.A. prior to the event (one month minimum). The S.B.A. will then handle all discipline matters for these events.

.2 All out-of-province teams attending tournaments must be affiliated with their provincial association or must affiliate with us for that event. (Ref. SECT. ONE, ARTICLE I.G.).

.3 All teams are expected to attend in province tournaments rather than out of province events.

.4 The S.B.A. assumes no responsibility for money lost at any tournament. All teams should act on a buyer beware basis. Tournaments which are not properly run will not be sanctioned until such time as they demonstrate their ability to host a proper event. If money is lost, the S.B.A. will ensure every effort is made by the league to pay it back.

.5 Registrations - New Players and Teams which want to play in tournaments prior to their league registration must complete affiliation forms prior to the event.

.6 Tournaments which intend to have an all "B" format must accept the S.B.A. rankings of teams. Rankings will be based on previous year's status and present years standings. Teams in question may appeal.

#### 4.7 RISK MANAGEMENT

4.7.1 Prior to the commencement of any sanctioned tournament, the host must complete an Emergency Action Plan and a facility checklist and give it to the T.O.C. or head official.

.2 S.B.O.A. officials will not start an event until these forms are completed.

.3 It will be the responsibility of the host group to identify the appropriate first aid equipment that is on hand and available at the arena for every SBA sanctioned tournament. 05/03

### **5.0 ALL STAR SELECTIONS**

5.1 At the provincial championships, all star teams shall be selected. Winners shall receive awards in recognition of their accomplishments.

5.2 The host shall provide keeper trophies as outlined in the provincial hosting policy.

5.3 For all events the host is responsible to ensure individuals are available to select winners. For each game, three separate vote sheets shall be filled out by three separate individuals.

Normally the following people will be asked to fill out all star sheets:

- Host reps - 2
- Timekeeper

5.4 Generally, first and second all star teams are chosen. Should the number of teams in a category be below three then only a first all star team will be chosen.

5.5 The host is responsible to ensure an awards ceremony is held in order that trophies may be presented.

5.6 The SBA Coordinator shall have final selection authority for all awards unless otherwise agreed upon by the category.

## 5.7 RETURN OF ANNUAL TROPHIES

All annual trophies must be returned by the January meeting by the league rep of the individual award winners. Failure to do so will result in that player being ineligible for the provincial playoffs until such time as the trophy(s) have been returned.

## 6.0 RECREATIONAL EVENTS

### 6.1 PURPOSE

The purpose of this policy is to ensure that guidelines exist which will allow recreational events to occur but still ensure that certain aspects of the sanctioning policy are upheld.

It should be noted that the SBA's main concern is the safety of the participants as well as the potential liability of the organizers and the SBA. However, with the above in mind and having assured that a certain minimum standard has been met, the SBA recognizes that such events are important and should be encouraged.

### 6.2 TOURNAMENT & LEAGUE RESTRICTIONS

- 6.2.1 Games must be non contact and non competitive in nature.
- .2 Only minimal prize money may be awarded.
- .3 Helmets, broomball shoes and other required equipment as indicated in the rule book is mandatory for all participants playing indoors on smooth ice.
- .4 For outdoor events helmets are required. Shoes & other equipment, indicated in the rule book, are strongly recommended. Participants must be notified by the organizers of the safety concerns should they choose not to use adequate equipment.
- .5 Tournament organizers must ensure that no participants are under the influence of alcohol.
- .6 FEES: All current non member participants MUST pay the \$3.00 single event affiliation fee prior to a tourney. A \$25.00 sanctioning fee must also be submitted prior to the event by the organizer.
- .7 In the following circumstances the single event fees & sanctioning fee MAY be waived:
  - a. school & recreational groups - clinics & tourneys
  - b. tourneys with a charitable intent
  - c. tourneys of a strictly promotional natureApplicants must apply in writing for prior approval from their Category in order to have event fees waived.
- .8 Social events must be covered under the liquor related event policy.
- .9 Tournament organizers must follow all steps outlined in the sanctioning package ( See sanctioning policy for more details)
- .10 Tournament may be mixed or single sex, Juvenile or Senior or combination of the two.
- .11 All tournament rules must be clearly outlined to all teams.

### 6.3 OFFICIATING GUIDELINES

- 6.3.1 Affiliated officials are recommended for all games.
- .2 All participants must sign participation waivers should qualified officials not be involved in order that they recognize the risks involved in Broomball & that they understand that they assume responsibility for any injury that they may incur, regardless of the hosts actions. Waiver forms are available from the SBA Office. (See Appendix).

- .3 If affiliated officials are not used then ONLY experienced players should be used in their place. These individuals must write an exam & read accompanying information & submit a \$5.00 fee prior to participating as an official.

## **7.0 DELEGATES**

- 7.0.1 The appointed delegates shall take over all aspects of organization & follow up once the SBA Executive Director has made all travel & hotel arrangements. These duties shall include:
  - the proper registration of teams
  - arrival & departure times & any other special needs for travel
  - uniforms - to teams & upon return full inventory & cleaning(done by teams)
  - travel policy - completion prior to the trip & enforcement during the trip as well as any necessary action resulting from poor conduct during the trip
  - banquet tickets
  - distribution of plane tickets
  - distribution of pins
  - CBF matters
  - other duties as assigned by the E.D. or SBA Executive
- 7.1.1 The SBA shall not approve delegates to any meeting outside of the province without having received a complete agenda 60 days prior to the meeting. This will allow delegates to seek out E.C. approval for all voting that may occur.
  - .2 In all cases the delegate shall represent the best interest of the SBA rather personal views while a delegate on SBA business.
  - .3 The delegate shall not commit the SBA to any action which has not first been discussed by the Management Committee or Category committee this matter affects.
  - .4 Delegates receive funding for meals & accommodations for the regular length of the meeting. Extension to the trip may be made but all costs will be billed back to the delegate.
  - .5 No trip arrangements will be made for any delegates without approval of the Executive Committee.
  - .6 Delegates will be selected on their ability to meet the obligations of the trip regardless of past contributions and previous trips or lack thereof. In the event that an executive member cannot attend as the delegates, the attending teams will be approached to help with the selection of the delegates.
  - .7 Delegates are responsible for carrying out all actions that arise from the minutes of the meetings they attend.
  - .8 Delegates attending championships MUST bring back with them the final results, all stars, game stars & awards and are responsible to see that this information is put into the newsletter.
  - .9 Reports on the trip will be required in order to receive final expense payments.
  - .10 Upon request per diems may be allocated in advance for extended trips at the discretion of the Treasurer.
  - .11 Delegates traveling with teams are responsible to assist teams with hotel & travel arrangements en route & upon arrival including final payment of all bills and clear reporting of team costs back to the SBA office. Delegates will not be selected if they are unable to fulfill these obligations.
  - .12 In all cases room bills for each team and delegates should be kept on a separate credit card slips.
  - .13 Receipt of travel policies and room checklists is the responsibility of the delegates.
  - .14 Delegates are responsible to enforce the travel policy, through team managers, and report any infractions to the President upon their return.
  - .15 All delegate members must travel to and from the competition site by the means of transportation designated by the provincial body and at the same time as other members. (The Provincial President

and/or Executive Director may give permission for alternate times and methods if circumstances demand).

- .16 All delegates shall meet with the Executive Director to review responsibilities for the event a minimum of one month prior to the trip.
- .17 Only one delegate per championship shall be sent with the teams. For Minor championships, one male and one female delegate will be sent with the teams.

## **8.0 PROVINCIAL DRAWS**

8.1 In all cases, the following format shall be used to determine the draws at the various provincial championships being held:

- 8.1.1 The category chairperson shall rank the teams involved from highest to lowest and split them into pools accordingly.
  - .2 The office shall make up the draw using numbers only.
  - .3 The chairperson shall advise the office which teams correspond to which numbers.
  - .4 The office shall complete the draw.

8.2 The following pool groupings will be used for the provincial championships:

| <b>POOL A</b> | <b>POOL B</b> |
|---------------|---------------|
| 1             | 2             |
| 4             | 3             |
| 5             | 6             |
| 8             | 7             |
| 9             | 10            |
| 12            | 11            |

The rankings for the pools will be based on the results from the past provincial championships

8.3 After the team numbers are assigned, the games shall be arranged in order to attempt to have key match ups later in the tournament.

## **9.0 PROVINCIAL REPS TO OUT OF PROVINCE CHAMPIONSHIPS**

9.1 Exchange of gifts - It is tradition before each game that gifts be exchanged. The S.B.A. will provide these gifts. The SBA will provide, upon request, 20 pins/team to teams representing the province at Nationals, Westerns & World competitions.

### **WESTERNS/NATIONALS**

9.2 THE GAME

- 9.2.1 Team rosters must be made up of players registered in the S.B.A.
  - .2 Rules shall be "Official Playing Rules" of the Canadian Broomball Federation. These rules may differ from local provincial rules and it shall be the coaches responsibility to know any rule changes.

9.3 CONDUCT

- 8.3.1 Teams representing Saskatchewan will be expected to conduct themselves in accordance with the TRAVEL and EVENT policy both at the rink and away. Failure to do so may result in an individual being suspended from further competition, or in a severe case, the team be suspended from competing in the next year's provincials.
- .2 Any damages caused by the Saskatchewan teams shall be the responsibility of the team. Teams will be under suspension until such time as the damages have been paid for.
- .3 No alcoholic beverages will be allowed in any vehicles transporting Juveniles to Nationals.
- .4 Coaches of Juvenile teams are responsible for their conduct at all times. Any discipline problems will be severely dealt with and the party or parties involved may be sent home from the championship.

#### 9.4 SIGNIFICANT CBF POLICIES

Teams should be aware of the following C.B.F. policies which will be in place at the Nationals:

- 50% roster
- coaching levels
- rules and interpretations

### **10.0 TRAVEL POLICY**

These rules are meant to apply to all teams (including trainers, managers, and coaches) traveling out of Province and also to those at the Provincial championships.

The President is responsible to review any infractions of this policy for further disciplinary action should it be necessary.

- 10.1 The consumption of alcohol (for athletes of legal drinking age) will be allowed under reasonable conditions, except where it appears to interfere with the competition and safety of the delegation. Any other substances prohibited by law under the Federal Drug Legislation will be strictly prohibited. Delegations must concur with this regulation from the start to finish of the time period of the competition. NOTE: All individuals involved with Juvenile national representatives (players, coaches, and delegates) are not permitted to consume alcohol at any time while at the championship (C.B.F. bylaw) or face suspensions.
- Suggested Penalty - Delegate is to be sent home at his/her own expense with the possibility of further sanctions to be decided by the provincial governing body.
- 10.2 Vandalism shall not be tolerated. An official of the S.B.A. shall have the authority to return the offending individual to his/her home, at the individual's expense. Cost of damage shall be the responsibility of the individual concerned. If several individuals are involved, they will be billed for the expense on a cost shared basis. Further disciplinary action will be taken as required.
- 10.3 People other than official team members, executive and staff shall not be accommodated for in any arrangements for travel or accommodations unless the commitment and the money for the fare is received "up front" at the time of booking. Accommodation arrangements could be made but, all costs involved (including cancellation costs) would be the individual's responsibility.
- 10.4 Mode of travel will be by the most economical means. Criteria for determining mode of transportation will be distance, accessibility, number traveling, and timeliness of scheduling. The mode of transportation will be determined by the S.B.A. Executive and the Executive Director.
- 10.5 All players and officials traveling, in whole or partially funded by the S.B.A., are expected to maintain a high standard of behavior. Anyone who does not fulfil the role for which he/she has been funded will not be funded to any future events.
- 10.6 Overall conduct of all traveling delegates of the Province is expected to be maintained in the highest respectable standard as possible. Abuse of provincial officials of the S.B.A., hosting competition officials, and volunteers will not be tolerated and will be strictly dealt with by the provincial body.

- 10.7 Juvenile teams attending out of province events must maintain the ratio of 1 adult chaperon/six players. Coaches can be included in this number.
- 10.8 Any team that represents Saskatchewan at the Nationals/Westerns - the players who are registered in the hotel room are responsible for those rooms regardless on the circumstances. The coaches are responsible for all team rooms registered to that team. If damage is done by the registered players or coach, the players and the coach will be suspended and may be fined. Coaches are responsible for the actions of their players, both on and off the ice, at all times.
- 10.9 Accommodations & vehicles rented by the SBA are to be non smoking unless unanimously agreed to by the parties involved.
- 10.10 All arrangements for out of province trips are made by the SBA. Teams attending should not be in direct contact with the host unless authorized by the President.
- 10.11 Players from the Championships roster that are injured will be subsidized only if they are part of the player roster.
- 10.12 In order to be subsidized managers, trainers, and coaches must be on the team roster or picked up from another roster, but in all cases must be designated as such on a provincial roster. (i.e. Players can not become managers, coaches or trainers).
- 10.13 Players may use aeroplan points to pay for trips if spots are available. First come, first served.
- 10.14 Players wishing to alter regular flight plans may do so, however, all extra costs are born by the player.
- 10.15 No reimbursement/credit will be given to players not traveling with teams.
- 10.16 Provincial championship teams must have a cheque for the budgeted trip costs available immediately following the final game. The SBA will cash that cheque within 48 hours of receiving it. Teams are advised to arrange financing prior to the provincial.
- 10.17 All Senior teams representing Saskatchewan at the Nationals are required to contribute 100% of the transportation cost. The SBA will pay for the total hotel cost for the team, the CBF bond, and the CBF fee for the Nationals. All arrangements for the event must be made by the SBA office. **Should the event be held in Saskatchewan another figure may or may not be set up by the SBA Executive and indicated to the category at the January meeting.** **09/08**
- All Senior teams representing the Western "B" must contribute a percentage of travel costs depending on the location of the event and on the total costs to transport the players and coaches from a specific point of departure to the event. For travel to Alberta and Manitoba, teams are responsible to contribute 90% of the total travel cost of the event to the S.B.A. For travel to BC 80% and to NWT 70%.
- 10.18 Juvenile teams traveling to National must contribute 100% of the travel cost to attend Nationals. The SBA will be responsible for paying for the fee and bonds for the teams and will also pay for 100% of the hotel costs at the event. Should the event be held in Saskatchewan another figure may or may not be set up and indicated at the January meeting.
- 10.19 If a team is unable to contribute the designated percentage of transportation costs, the runner up at the Provincials shall be asked to represent Saskatchewan.
- 10.20 Arrangements for travel to the Nationals will be made by the S.B.A. in advance and from a specified point of departure. It shall be each teams responsibility to reach the departure point on their own.
- 10.21 A team will be comprised of 23 persons only. All coaches, managers, and trainers who wish to be considered as team members must have been previously registered or they will not receive financial assistance. Categories have the right to limit team size to meet budget requirements.
- 10.22 No fans will receive subsidy for travel or rooms under any circumstances.
- 10.23 Pins for Juvenile Nationals are to be provided and paid for by the SBA.

**11.0 PROVINCIAL ELIGIBILITY PROCEDURES**

- 11.1 The following methods shall be used to determine who is eligible for entry into "A" and "B" provincials when separate events are held.
- 11.1.1 Each league must submit their proposal for the "A" and "B" levels of their league. For example, if a league proposes a 5-"A",4-"B" split, then only the sixth to ninth place teams may compete for spots in "B" and only the first to fifth place teams may compete for spots in "A" OR if you propose a 1-"A", 8-"B" split then your first place team would go to "A" and the 2nd to 9th place teams would compete for spots in "B".
- .2 The Senior Committee then vote based on the review of these proposals to allow each leagues submission. Should a league proposal be rejected, they would have to alter it until it is accepted.
- .3 Once "A" and "B" levels are set, each league then proposes the number of teams from each level that they would like to send to each championship. For example, out of the five "A" teams a league may suggest that they have three (3) teams which are strong enough to attend "A" Provincials. While out of the "B" division, they may only wish to send one (1) team OR, for our second example, the league will send its first place team to "A" and send its 2nd, 3rd, 4th and 5th place teams to "B".
- .4 Once all these submissions are reviewed, they are again voted on. If any submissions are rejected, they must be resubmitted and revised until accepted.
- NOTE: At each stage of the process each league will be allowed one comment on the subject on the floor prior to the vote. Votes are by secret ballot.
- NOTE: See bylaw SECT. 2.0 Contact Bylaws which allows "B" players a chance to play in both "A" and "B" provincials. This will give the teams from weaker leagues a legitimate chance to compete at "A" provincials. As well, it will ensure players do not have to jump teams just to play "A" ball.
- 11.2 The following methods shall be used to determine who is eligible for entry into "A" and "B" provincials when combined events are held.
- 11.2.1 The above procedures shall be used to determine the number of teams involved in the provincial and the level of "B" for that season.
- .2 The combined provincial draw format will then be based on that information.  
Example: 16 teams attending - above process determines that there are 4 "A" teams and 12 "B" teams. Based on this info the draw could be structured into four pools of 4. Top 2 teams in each pool to "A" playoffs. Bottom teams in each pool eliminated. Remaining 4 teams advance to "B" playoffs.
- Any number of different scenarios could be put forth. These should be debated each year to determine their strength & weaknesses prior to motion from the floor which will ultimately approve the final format.
- .3 The purpose of this process is to ensure only "B" teams play for the "B" championship and move on to the Westens.