



2019 DIVISION I
BASEBALL
CHAMPIONSHIP

HOST OPERATIONS
2018-19 MANUAL
Preliminary Rounds

**2019 NCAA DIVISION I BASEBALL CHAMPIONSHIP
PRELIMINARY ROUNDS HOST OPERATIONS MANUAL**

- INTRODUCTION -

This manual outlines the responsibilities of an institution hosting the preliminary rounds of the NCAA Division I Baseball Championship. It is essential that each host institution staff become familiar with the information and policies included in this manual.

The NCAA considers this hosting opportunity a partnership between the host institution, competition site, baseball committee and the NCAA. The primary objective of each individual involved in the administration of the championship shall be to provide a memorable championship experience for each participating student-athlete, coach, institutional staff member and tournament attendee. We look forward to working with the staff members of the host institution, competition site and community to achieve the “experience” objective at an optimal and equitable level.

Comments and suggested additions to this manual are always welcome. If you have any questions, please do not hesitate to contact the NCAA staff.

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Division I Baseball Committee

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**NCAA DIVISION I BASEBALL
PRELIMINARY ROUNDS HOST OPERATIONS MANUAL**

TABLE OF CONTENTS

SECTION 1 - KEY PERSONNEL

| | |
|--|------------|
| NCAA Division I Baseball Committee | Page No. 5 |
| NCAA Staff | 6 |

SECTION 2 – CHAMPIONSHIP FORMAT

| | |
|----------------------------|---|
| Bracket Format..... | 7 |
| Bracketing/Pairing..... | 7 |
| Regional Format..... | 7 |
| Super Regional Format..... | 8 |
| Game Times | 8 |
| Playing Rules | 8 |

SECTION 3 - CHAMPIONSHIP AND PROSPECTIVE HOST INFORMATION

| | |
|--|----|
| References..... | 9 |
| Criteria - Regional Site Selection | 9 |
| Criteria - Super Regional Site Selection | 9 |
| Bid Materials..... | 10 |
| Proposed Budget/Financial Report Form (online) | 10 |
| Facility Profile (online) | 13 |
| Financial Report (online)..... | 13 |
| Game Times | 13 |
| Key Contact Information (online) | 14 |
| Liability Insurance | 14 |
| Rental Vehicles | 14 |

SECTION 4 - HOST INSTITUTION PRE-COMPETITION CHECKLIST

| | |
|---|----|
| Forms | 15 |
| Game Administration | 16 |
| Housing..... | 17 |
| Transportation | 17 |
| Umpires..... | 18 |
| Video Review – Regionals (New for 2019) and Super Regionals | 18 |

SECTION 5 - GAME ADMINISTRATION

| | |
|---|----|
| Administration | 20 |
| Administrative Conference Call – Regional | 20 |
| Administrative Conference Call – Super Regional | 20 |
| Administrative Meeting..... | 21 |
| Alcoholic Beverages | 21 |
| All-Tournament Team – Regional Sites | 22 |
| Analytical/Data Collection Cameras | 22 |
| Audio Coverage | 22 |
| Awards – Participants..... | 22 |
| Ball Persons | 22 |
| Bands/Cheerleaders/Mascots..... | 23 |
| Banners and Artificial Noisemakers..... | 23 |
| Banquets | 23 |
| Bat Handlers..... | 23 |
| Bat Testing..... | 23 |
| Box Scores | 23 |
| Ceremonial First Pitch..... | 23 |
| Corporate Involvement..... | 23 |
| Crowd Control | 23 |
| Electronic Communication Devices/Bullpen Phones..... | 24 |
| Fight Songs | 24 |
| Home Team – Regionals | 24 |
| Home Team – Super Regionals | 25 |
| Inclement Weather Scenarios | 25 |
| Length of Game – Halted Game Rule | 27 |
| Line-Up Cards..... | 27 |
| Mementos..... | 27 |
| Merchandising and Apparel | 27 |
| Minor Officials..... | 28 |
| National Anthem | 28 |
| Parking..... | 28 |
| Personnel..... | 28 |
| Pitch Clock..... | 29 |
| Players' Valuables | 29 |
| Practices | 29 |
| Pregame Schedules | 30 |
| Programs..... | 31 |
| Protest Procedures..... | 33 |
| Radar (Speed) Guns | 33 |
| Religious Conflict Policy | 33 |
| Rosters | 33 |

GAME ADMINISTRATION (continued)

| | |
|---|----|
| Schedule of Events | 33 |
| Scoreboard Messages | 33 |
| Scouting and Pitch Charting Seats | 34 |
| Squad Size and Team Personnel | 34 |
| Tobacco Ban | 34 |
| Umpires | 34 |
| Uniforms | 35 |
| Video Board Replays | 35 |
| Video Review – Regionals (New for 2019) and Super Regionals | 35 |
| Walk-Up Music | 38 |

SECTION 6 - FACILITIES AND EQUIPMENT

| | |
|--|----|
| Athletic Training Room | 39 |
| Baseballs, Rubbing Mud and Rosin Bag | 39 |
| Clubhouse and Restroom Policies | 39 |
| Drug Testing | 39 |
| Dugout Designation | 39 |
| Dugout Limit | 40 |
| Dugout Provisions | 40 |
| Facility Set-Up | 40 |
| Lighting | 41 |
| Medical Facilities | 41 |
| Security | 41 |
| Signage | 41 |
| Television Power Requirements | 43 |

SECTION 7 – MEDIA SERVICES

| | |
|--|----|
| Media Arrangements | 44 |
| Audio Coverage | 44 |
| Credentials | 44 |
| In-Game Interviews | 45 |
| Interview Policies | 45 |
| Live Video Streaming Rights Policy | 46 |
| Pre-Regional/Pre-Super Regional Press Conference | 46 |
| Television | 46 |

SECTION 8 – MARKETING AND PROMOTIONS

| | |
|---|----|
| Contacts | 47 |
| Expectations | 47 |
| Marketing Plan | 47 |
| Marketing Collateral | 47 |
| NCAA Applicable Bylaws – Marketing | 48 |
| Social Media Guidelines | 49 |
| Championship Logo | 49 |
| Public Address and Text Board Announcements | 49 |

SECTION 9 – TICKETS

| | |
|---|----|
| Pitch Charting Seats | 50 |
| Regional Non-Competing Team Seating | 50 |
| Scouting Seats | 50 |
| Student-Athlete Guest Tickets | 50 |
| Tickers for Visiting Teams | 50 |
| Ticket Prices | 50 |

SECTION 10 - MEDICAL

| | |
|-----------------------------|----|
| Athletic Training | 51 |
| Concussion Management | 51 |
| Medical Examinations | 51 |
| Medical Facilities | 51 |

SECTION 11 – DRUG TESTING

| | |
|--|----|
| Announcement | 52 |
| Drug Testing Process | 52 |
| Media Obligations for Student-Athletes' Selected For Testing | 52 |
| Next Day Testing | 52 |
| Notification – Host Institution | 52 |
| Notification – Selected Student-Athletes | 52 |
| Prolonged Test | 52 |
| Reimbursement/Budget | 53 |
| Site Coordinator Manual | 53 |

SECTION 12 - LODGING, PER DIEM AND TRANSPORTATION

| | |
|---------------------------------|----|
| Lodging | 54 |
| Official Travel Party | 54 |
| Per Diem | 54 |
| Rental Vehicles | 55 |
| Short's Travel Management | 55 |

SECTION 13 – EXPECTATIONS AND GUIDELINES

| | |
|---|----|
| Ethical Behavior by Coaches..... | 59 |
| Misconduct..... | 59 |
| Sportsmanship..... | 59 |
| Sports Wagering..... | 59 |
| Student-Athlete Experience Research | 60 |

APPENDIXES

| | |
|---|--|
| Appendix A – Regional Bracket | |
| Appendix B – Regional/Super Regional Roster Form | |
| Appendix C – Marketing Best Practices | |
| Appendix D – Administrative Conference Call – Agenda | |
| Appendix E – Administrative Meeting – Agenda | |
| Appendix F – Postseason Bat Testing Protocol | |
| Appendix G – Regional and Super Regional Video Review | |
| Appendix H – Emergency Advancement Policy | |

SECTION 1 – KEY PERSONNEL

NCAA DIVISION I BASEBALL COMMITTEE

The administration and conduct of the NCAA Division I Baseball Championship shall be under the immediate jurisdiction of the NCAA Division I Baseball Committee. Members of the committee are the following:

| | |
|---|--|
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SECTION 2 – CHAMPIONSHIP FORMAT

BRACKET FORMAT

The championship provides for a field of 64 teams. Thirty-one (31) conference champions qualify automatically; the balance of the field is selected at-large by the NCAA Division I Baseball Committee.

Sixteen (16), four-team regionals will be conducted with the winners advancing to eight, two-team super regionals. Winners of the eight super regional tournaments will qualify for the Men's College World Series in Omaha, Nebraska. All regional tournaments will be double-elimination. The super regionals will be best-of-three series. The brackets used for the traditional Friday through Monday regional competition may be found in Appendix A.

BRACKETING/PAIRING

Except for the 16 No. 1 regional seeds, the pairings for the regionals, whenever possible, will be based on closest geographical location of the teams to the tournament sites. Teams may be moved outside their regions, if necessary, to balance the bracket, or if the proximity to an opponent outside the region would be comparable and a better competitive match-up would occur. Teams from the same conference will be placed in different regionals.

The top 16 teams nationally will be seeded #1-16. The bracket will be developed such that if all 16 seeded teams (No. 1 seeds) were to advance from the regional to the super regional round, the super regional match-ups would involve #1 vs. #16, #2 vs. #15, #3 vs. #14, #4 vs. #13, #5 vs. #12, #6 vs. #11, #7 vs. #10, #8 vs. #9.

Super regional pairings are determined by the initial placement of teams on the bracket. Two winners of regional competitions will meet in one of eight super regional tournaments.

REGIONAL FORMAT

The procedures outlined below shall be used in the conduct of all 16 regional competitions.

The regionals must start the Friday after Memorial Day and will be conducted over a four-day period. There might not be a game played on Monday, provided the "if necessary" game is not needed. All regional competition should ideally be completed not later than the Monday before the start of super regional competition.

For all regional competitions, the following procedure will be observed:

Day 1

Game 1 – No. 1 vs. No. 4

Game 2 – No. 2 vs. No. 3

Day 2

Game 3 – Loser of Game 1 vs. Loser of Game 2

Game 4 – Winner of Game 1 vs. Winner of Game 2

Day 3

Game 5 – Winner of Game 3 vs. Loser of Game 4

Game 6 – Winner of Game 5 vs. Winner of Game 4

Day 4

Game 7 (if necessary) – same teams as in Game 6

For the first day of competition only, the host institution for a regional competition may request the playing order for the two games that day. However, final determination of game order will be determined by ESPN in consultation with the NCAA. It should be noted that the pairings in the bracket may not be altered and the game times during the remainder of the tournament may not be adjusted. Please note that the Baseball Committee, in conjunction with the televising network, may adjust the dates and times of regional games. If an institution selected to participate in the championship requires any religious accommodations, such a regional would begin on a Thursday. The game times and game order will be publicized in conjunction with the championship bracket announcement on Monday, May 27.

If, for unforeseen circumstances, it become impossible to complete a regional round and advance a team to the super regional based on the results on the field the NCAA baseball committee will determine the team advancing to the super-regional using the criteria listed in Appendix H.

SUPER REGIONAL FORMAT

The procedures outlined below shall be used in the conduct of all eight super regional competitions.

The super regionals will start either the Friday or Saturday after regional competition (four super regionals will begin Friday and the other four super regionals will begin Saturday) and will be conducted over a three-day period (if necessary). Super regional competition should ideally be completed not later than the Monday before the start of the Men's College World Series. The inclement weather guidelines for super regional competition are also listed in this manual.

For all super regional competitions, the following procedure will be observed:

Day 1 – Game 1 – Team A vs. Team B

Day 2 – Game 2 – Team A vs. Team B

Day 3 – Game 3 (if necessary) – Team A vs. Team B

If, for unforeseen circumstances, it become impossible to complete a super regional round and advance a team to the Men's College World Series based on the results on the field the Baseball Committee will determine the team advancing to the Men's College World Series using the criteria listed in Appendix H.

GAME TIMES

As a general guideline, no game should start later than 11 p.m. (local time). In addition, a game shall not start on a Sunday before noon (local time).

Prospective hosts shall submit their preferred starting times for all games and Day One preferred game order. However, the finalized regional game times and Day One game order shall be determined by the NCAA and ESPN. It should be noted that the pairings in the regional bracket may not be altered during the remainder of the tournament. The Baseball Committee, in consultation with ESPN, may adjust the dates and times of regional games. The game times and game order for regionals will be publicized in conjunction with the championship bracket announcement on Monday, May 27.

Prospective super regional hosts shall submit their preferred starting times for all three potential super regional games. However, the finalized super regional days and game times shall be determined by the NCAA and ESPN. The Baseball Committee, in consultation with ESPN, may adjust the dates and times of super regional games. The game times and game order for super regionals will be publicized in conjunction with the super regional bracket release on Tuesday, June 4.

PLAYING RULES

Per NCAA Bylaw 17.30, member institutions shall conduct all of their intercollegiate competition in accordance with the playing rules of the Association in all sports for which the NCAA develops playing rules. For those sports in which the Association follows rules that are developed by other governing bodies and modified by the governing sports committee, the adopted playing rules shall be used. The governing sports committee will not consider any results for selection purposes that are not played in accordance with NCAA rules, or those rules adopted by an outside organization.

The 2019-20 NCAA Baseball Rules and Interpretations shall be used for championship play.

SECTION 3 – CHAMPIONSHIP AND PROSPECTIVE HOST INFORMATION

The following information is provided to assist those member institutions that are interested in serving as a host for regional and super regional competition in the 2019 NCAA Division I Baseball Championship. **[Please review this information, submit or upload the necessary forms/documentation to the NCAA Championship Host Bid portal (<https://championships.ncaa.org>) by the end of the day Friday, May 17, 2019.**

Please contact Chad Tolliver (317-917-6706; ctolliver@ncaa.org) with any questions regarding the proposed budget process.

REFERENCES

NCAA Bylaw 31 of the 2018-19 NCAA Division I Manual. The manual is on the NCAA website at <http://www.ncaapublications.com/productdownloads/D119.pdf>.

The 2019 NCAA Division I Baseball Pre-Championship Manual has been posted on the NCAA website at https://ncaaorg.s3.amazonaws.com/championships/sports/baseball/d1/2018-19D1MBA_PreChampsManual.pdf.

CRITERIA - REGIONAL SITE SELECTION

In addition to the criteria listed in Bylaw 31, the Division I Baseball Committee reviews the following criteria when selecting regional sites:

- Regionals may take place at on-campus or approved alternate sites.
- The committee shall attempt to place regional tournaments so that maximum national balance can be obtained, preferably at least one regional in each of the five Division I baseball regions.
- Prospective host institutions must submit a minimum financial guarantee of \$50,000, which shall be 75 percent of the estimated net receipts as submitted on the hosting proposal (online proposed budget and financial report form).
- Once the guarantee is met, the committee shall consider additional criteria as listed in Bylaw 31, such as quality and availability of the facility and other necessary accommodations, attendance history and potential and geographical location.
- Lights are highly recommended at all prospective regional sites. These lights should meet the NCAA standards found at: <http://www.ncaa.com/news/ncaa/article/2013-11-21/ncaa-best-lighting-practices>.
- The committee will consider previous crowd control and behavior of the prospective host institution.

CRITERIA - SUPER REGIONAL SITE SELECTION

In addition to the criteria listed in Bylaw 31, the Division I Baseball Committee reviews the following criteria when selecting super regional sites:

- Super regional competition shall take place at on-campus or approved alternate sites.
- Prospective host institutions must submit a minimum financial guarantee of \$35,000, which shall be 75 percent of the estimated net receipts as submitted on the hosting proposal (online proposed budget and financial report form). The \$35,000 minimum applies to both two-day and three-day super-regional competition.
- Consideration for hosting shall be given to the better seed, including the 16 national seeds, if a suitable hosting proposal has been received (i.e., meets financial guarantee and quality of facility criteria). If the better seed has not submitted a proposal, the lower-seeded team will host if its proposal is acceptable.
- If the super regional match-up is between equally seeded teams, the committee shall review the hosting proposals according to the site selection criteria (i.e., quality and availability of facility, revenue potential and

other available accommodations) to determine the host. If only one team has submitted a hosting proposal, that team shall host if the hosting proposal is acceptable.

- Lights are highly recommended at all prospective super regional sites. These lights should meet the NCAA standards found at: <http://www.ncaa.com/news/ncaa/article/2013-11-21/ncaa-best-lighting-practices>.
- The committee will consider previous crowd control and behavior of the prospective host institution.

BID MATERIALS

The following bid materials should be submitted or uploaded to the NCAA Championships Host Bid portal (<https://championships.ncaa.org>) by the end of the day **Friday, May 17**:

Proposed Budget/Financial Report Forms (*submitted via the Championships Host Bid portal*)

Key Contact Form (*submitted via the Championships Host Bid portal*)

Facility Profile Form (*submitted via the Championships Host Bid portal*)

Stadium seating map - showing visiting team seating locations (*uploaded to Championships Host Bid portal*)

Safety and security plan (*uploaded to Championships Host Bid portal*)

Safety and security key contact forms – [Appendix A](#) of Best Practices for Venue Safety and Security (*uploaded to Championships Host Bid portal*)

Television questionnaire (*submitted via the Championships Host Bid portal*)

Various stadium photos (*uploaded to the Championships Host Bid portal*)

- General stadium photos
- Photos of proposed television camera locations
- Photos of proposed television announce position
- Photos of proposed dugout location for Regional and Super Regional Video Review Headset Assistant

Regional Starting Times Form (*uploaded to Championships Host Bid portal*)

Super Regional Starting Times Form (*uploaded to Championships Host Bid portal*)

Professional lighting survey (*uploaded to Championships Host Bid portal*)

Power verification form (*uploaded to Championships Host Bid portal*)

Lodging letter of intent (*nothing to submit but institutions should have a completed letter of intent from all hotel properties they intend to use*)

Certificate of insurance (*email to croland@ncaa.org and ctolliver@ncaa.org*)

PROPOSED BUDGET/FINANCIAL REPORT FORM (ONLINE)

The procedures below are to be followed when completing the online proposed budget/financial report form. **Note: One form is to be used for the submission of a proposed budget and the financial report at the conclusion of the competition. An online budget form must be submitted for each round of competition.**

Approval. A prospective host institution must submit an online hosting proposal for approval by the NCAA national office before it may be considered by the NCAA Division I Baseball Committee as a regional or super regional site. It should be noted that no other games (e.g., minor league baseball games) should be played during the same weekend in the competition venue where any regional or super regional competition will be conducted. **Note: If you are interested in hosting a super regional, two online proposed budgets (super regional two-day budget and super**

regional three-day budget) must both be submitted. All necessary bid materials (as noted in the section above) must be uploaded to the NCAA Championships Host Bid portal (<https://championships.ncaa.org>) no later than the end of the day Friday, May 17.

Host Honorarium (Institutional Allowance). Please review Bylaw 31.4.4 for more information regarding institutional allowances for hosting a preliminary-round of the Division I Baseball Championship.

Minimum Financial Guarantee. In order to be considered by the Division I Baseball Committee, all prospective host institutions are required to submit a minimum financial guarantee of \$50,000 (regionals) and \$35,000 (super regional two-day and super regional three-day), which shall be 75 percent of the estimated net receipts listed on the online hosting proposal. Once the minimum guarantee is met, the committee will review the other site selection criteria to determine the regional and super regional sites.

No Adjustments. No adjustments may be made to the budget once it has been submitted to the NCAA national office without the prior approval of the NCAA primary liaison or the secondary staff liaison (game management). Any adjustments must be requested in advance of the actual competition.

Unbudgeted Game Expenditures. “Unbudgeted disbursements” are no longer allowed in NCAA championships financial reports. Therefore, all lodging expenses for the umpires and the two NCAA site representatives must be included in your budget. Umpires fees, per diem and travel expenses do not need to be included nor do the per diem and travel expenses for NCAA site representatives. The NCAA will pay these expenses directly.

Other Considerations. The following should be considered when completing the online proposed budget:

Baseballs. The NCAA will forward 35 dozen Rawlings FSR1NCAA baseballs to each regional site and 15 dozen baseballs to each super regional site. Baseballs are not considered as a game expense item. However, if the supply of baseballs is depleted and additional balls are needed, the host institution may purchase additional Rawlings FSR1NCAA baseballs, with the approval of the NCAA national office, and charge them as a game expense item.

Bat testing – all rounds. Again in 2019, bat testing will occur at all regional and super regional sites. The host institution will be responsible for securing the Baseball Bat Tester and Baseball Bat Ring. If a host site does not already have a bat testing unit and/or bat ring, they will be required to purchase them from Bat Testing Solutions (www.barrelcompression.com). Bat Testing Solutions will charge \$1,350 for the bat testing unit and \$100 for the bat ring (plus shipping charges). These charges are the sole financial responsibility of the host institution and should not be included in any proposed budget item.

Each host institution will need to purchase the bat testing unit and/or bat ring only after the regional and/or super regional host institutions have been announced.

Regional hosts must place their order via debit or credit card no later than Noon Eastern time on Tuesday, May 28. Super regional hosts must place their order by Noon Eastern time on Tuesday, June 4. It is recommended for host institutions to select UPS as the overnight delivery option.

Bracket - Regional. The Division I Baseball Championship Regional Bracket is attached as Appendix A.

Equipment. The host institution must provide all necessary equipment to conduct the competition. No permanent equipment may be purchased for the regionals or super regionals and charged as a game expense item.

For all rounds, the host institution will need to install a phone line (with long distance dial-out capabilities) in one of the dugouts on the end closest to home plate for the video review communication equipment.

The host institution may not assess any phone line set-up charges.

Video Review Headset Assistant (Regionals and Super Regionals). During both the Regionals and Super Regionals this year, the host institution will be responsible for providing an individual to serve as the “Video Review Headset Assistant” to assist with the video review (previously referenced as instant replay) communication process. The Video Review Headset Assistant should receive \$20 per game during both the regional and super regional. These expenses should be included in the personnel section of the online proposed budget for the regionals and super regionals.

Internet Communications. Prospective host institutions must have a high-speed Internet connection with the latest version of the statistical software as set forth by the NCAA media services group. The host institution must also provide the personnel necessary to coordinate live statistics with NCAA.com.

NCAA site representatives. The NCAA Division I Baseball Committee will assign two NCAA site representatives to each regional and super regional site. The host institution shall provide payment for their lodging. NCAA site representatives lodging should be budgeted for and included in your proposed budget expenses.

Once an institution is designated as one of the hosts for regional or super regional competition, the NCAA national office will provide the NCAA site representatives with a link to submit their expenses to the NCAA online. Any questions about this process should be directed to Chad Tolliver (ctolliver@ncaa.org or 317-917-6706).

Number of Sessions. Each game in regional and super regional competition shall be sold as a separate session. An all-day ticket is allowed at regional sites as long as the price for an all-day admission equals the minimum price times the number of games played that day. An all-session ticket at a discounted price is also permissible.

Order of Games. On the first day of competition, the host institution may request to adjust the game order. All game orders will ultimately be determined by the NCAA and ESPN. It should be noted that the pairings in the bracket may not be altered, and the game orders during the remainder of the tournament may not be altered.

Other Personnel. The host institution shall provide payment for the services of other necessary personnel and list those services on the online proposed budget. An official scorer will receive \$20 per game for all regional and super regional games.

It should be noted that regularly salaried athletics department staff members may not be provided salaries or stipends.

Programs. IMG College, Lexington, Kentucky, has been contracted to provide programs; therefore, do not include expenses or receipts for programs in the online proposed budget. Host institutions also must reconcile with IMG College within three days after the conclusion of the regional and/or super regional. Host institutions are required to provide program vendors to sell the programs.

Promotion. There is a \$5,000 cap on reimbursable promotion budget expenses that may be submitted on the proposed budget for the regional and super regionals in the category of advertising.

Ticket Prices. Minimum ticket prices for regional competition shall be \$8 for reserved, \$6 for general admission, \$4 for students and \$9 for box seat tickets. Minimum ticket prices for super regional tournaments are \$10 for reserved, \$7 for general admission and \$4 for student tickets. Please refer to the 2019 NCAA Division I Baseball Pre-Championship Manual for additional information regarding tickets. The NCAA national office must approve all ticket prices.

Tickets – Visiting Teams. Two hundred (200) tickets must be held for each visiting team at regional sites for the games in which a given team participates. All of these tickets must be in an area between first and third bases. At super regional sites, 600 tickets must be held for the visiting team between first and third bases. The tickets must be held until 10 a.m. local time on the day of the game for the participating team(s) for the games in which they participate in the regionals and super regionals. **A stadium map denoting the locations of these**

tickets must be uploaded to the NCAA Championships Host Bid portal (<https://championships.ncaa.org>) as part of the bid materials not later than 5 p.m. Eastern time, Friday, May 17.

Umpires. The NCAA Division I Baseball Committee will assign six umpires to each regional tournament and four umpires to each super regional tournament.

The host institution should be responsible for the umpires' lodging costs (room and tax only). The host institution should work with the hotel to set up a direct bill back to the institution for these charges. Hotel rooms for umpires should be reserved through the final possible night of competition at your site. Umpire lodging costs should be budgeted for and included in your proposed budget expenses.

The NCAA will reimburse the umpires for their games fees, travel expenses and per diem via the online payment system RefPay/ArbiterPay. NCAA staff will coordinate all RefPay/ArbiterPay details directly with the umpires.

FACILITY PROFILE (ONLINE)

The facility profile to be considered for hosting NCAA regional or super regional competition is available online at the following NCAA website (<https://championships.ncaa.org>). **This information is to be completed not later than the end of the day, Friday, May 17.**

FINANCIAL REPORT (ONLINE)

Within 60 days of the completion of the regional or super regional, the online financial report must be submitted electronically to the NCAA national office. Failure to meet this deadline will result in a financial penalty. **This form is available in the Championships Host Bid portal (<https://championships.ncaa.org>).**

GAME TIMES

As a general guideline, no game should start later than 11 p.m. (local time). In addition, a game shall not start on a Sunday before noon (local time).

Regional Start Times. The Regional Starting Times form is available on and must be uploaded to the NCAA Championships Host Bid portal (<https://championships.ncaa.org>) by the end of the day Friday, May 17. All regional-round games will be covered on an ESPN platform (ESPN, ESPN2, ESPNU or ESPN3), on the Longhorn Network (LHN) or the SEC Network (SECN). Prospective hosts shall submit their preferred starting times for all games and Day One preferred game order. However, hosts should note that the finalized regional game times and Day One game order shall be determined by the NCAA and ESPN. It should be noted that the pairings in the regional bracket may not be altered during the remainder of the tournament. Please note that the Baseball Committee, in consultation with ESPN, may adjust the dates and times of regional games. The game times and game order for regionals will be publicized in conjunction with the championship bracket announcement on Monday, May 27.

The Longhorn Network shall only broadcast regional games featuring the University of Texas (should Texas be selected to participate in the championship). Those games broadcast by LHN will be available exclusively on LHN within the state of Texas. Outside of the state of Texas, those LHN games will be available via ESPN3. Additionally, the SEC Network shall only broadcast regional games featuring SEC teams. Those games broadcast by SECN will be available either 1) exclusively on SECN; or 2) on SECN in the SEC footprint exclusively and ESPN3 outside of the footprint.

Super Regional Start Times. The Super Regional Starting Times form is available on and must be uploaded to the NCAA Championships Host Bid portal (<https://championships.ncaa.org>) by the end of the day Friday, May 17. All super regional-round games will be covered on an ESPN platform (ESPN, ESPN2, ESPNU or ESPN3), on the Longhorn Network (LHN), the SEC Network (SECN). Prospective hosts shall submit their preferred starting times for all three potential super regional games. However, hosts should note that the finalized super regional days and game times shall be determined by the NCAA and ESPN.

KEY CONTACT INFORMATION (ONLINE)

The key contact information must be completed listing the key personnel and their responsibilities for the regional or super regional. Submit the key contact information via the NCAA Championships Host Bid portal (<https://championships.ncaa.org>) online submission **no later than the end of the day, Friday, May 17.**

LIABILITY INSURANCE

Coverage. Host institutions or sponsoring agencies, whichever is applicable, are responsible for making sure that primary comprehensive general liability coverage is in effect at the championship site. Such coverage should include a minimum of \$1 million per occurrence for bodily injury and property damage, unless statutes of the state in which the host institution or sponsoring agency is located provides a lesser maximum recovery limit.

Certificate of Insurance. Host institutions for regional and super regional competition must forward a certificate of insurance confirming the above mentioned coverage to croland@ncaa.org and ctolliver@ncaa.org **no later than the end of the day, Friday, May 17.**

No Game Expense. If it is necessary for the host institution to purchase liability insurance, the cost for the insurance may not be considered as part of the game expenses.

RENTAL VEHICLES

The NCAA will pay for the rental of cars for a predetermined number of umpires and NCAA site representatives. The umpires and site representative(s) who have been approved to rent cars will need to make their rental car arrangements through Short's Travel Management (866-821-8547). Short's will book their rental car reservation using Enterprise Rent-A-Car or National Rental Car. When using Enterprise or National, a direct bill to the NCAA will be set up to pay for the charges. In the event that Enterprise or National is not available in the particular area, another rental car company can be used. If another company is used, the umpire(s)/site representative(s) should pay for the charges and submit the receipt to the NCAA along with their expense reimbursement form.

SECTION 4 – HOST INSTITUTION PRE-COMPETITION CHECKLISTS

FORMS

- ____ 1. **Online Proposed Budget(s).** Submit online via the NCAA Championships Host Bid portal (<https://championships.ncaa.org>) not later than Friday, May 17. NOTE: If you are interested in hosting a super regional, two forms (two-day budget and three-day budget) must **both** be submitted.
- ____ 2. **Online Key Contact Information.** Submit online via the NCAA Championships Host Bid portal (<https://championships.ncaa.org>) not later than Friday, May 17.
- ____ 3. **Regional Start Times Form.** Upload to the NCAA Championships Host Bid portal (<https://championships.ncaa.org>) using the “Bid Document Upload” tab not later than Friday, May 17.
- ____ 4. **Super-Regional Start Times.** Upload to the NCAA Championships Host Bid portal (<https://championships.ncaa.org>) using the “Bid Document Upload” tab not later than Friday, May 17.
- ____ 5. **Online Facility Profile.** Complete online via the NCAA Championships Host Bid portal (<https://championships.ncaa.org>) not later than Friday, May 17.
- ____ 6. **Professional Lighting Survey.** If you are interested in hosting regional or super regional competition, please submit a professional lighting survey taken within the last two years. Please upload the survey to the NCAA Championships Host Bid portal (<https://championships.ncaa.org>) not later than Friday, May 17.

If needed, a lighting performance checklist and best lighting practices document (regional and national broadcast.pdf) can be found at the following website:
<http://www.ncaa.com/news/ncaa/article/2013-11-21/ncaa-best-lighting-practices>
- ____ 7. **Power Verification.** Upload the “official” power verification document to the NCAA Championships Host Bid portal (<https://championships.ncaa.org>) not later than Friday, May 17.
- ____ 8. **Facility Photos.** Please submit color photographs of your facility (including identified photos of at least your stadium exterior and stadium interior, signage on fences, scoreboard, playing field, dugouts, clubhouses, proposed dugout location for Regional and Super Regional Video Review Headset Assistant, etc.) These photos should be uploaded to the NCAA Championships Host Bid portal (<https://championships.ncaa.org>) not later than Friday, May 17.
- ____ 9. **TV Announce Booth and Camera Location Photos.** Please submit color photographs of the locations you plan to designate as the TV announce position and the prescribed television camera positions. These photos should be uploaded to the NCAA Championships Host Bid portal (<https://championships.ncaa.org>) not later than Friday, May 17.
- ____ 10. **Video Replay Questionnaire.** **New for 2019**, each host institution will be required to meet minimum replay review requirements for video review for both the regional and super regional round. Please see the “Video Review” section of this manual for full details.
- ____ 11. **Alcohol Sales.** **New for 2019**, regional and super regional sites are now eligible to engage in the sale of alcohol, provided certain criteria are met. Sites interested in serving alcohol must answer a few questions in the bid portal that will determine their institution’s eligibility to sell alcohol at their venue. If a school is deemed eligible and is interested in selling alcohol, it will be required to complete one of three agreements that must be signed and uploaded into the bid portal.
- ____ 10. **Certificate of Insurance.** Submit certificate of insurance to croland@ncaa.org and ctolliver@ncaa.org not later than Friday, May 17.
- ____ 11. **Drug-Testing Budget.** If notified that drug testing will occur, submit a proposed budget via facsimile to the National Center for Drug Free Sport (816-285-1439) as soon as possible after being notified.

- 12. **Roster Form.** Submit during the administrative meeting at each site. This form may not be modified for a given round after it is submitted at the administrative meeting.
- 13. **Souvenir Merchandising Reports.** Merchandising reports and rights fees shall be submitted to the official NCAA concessionaire no later than three days after the completion of the regional or super regional. The forms will be included with the merchandise that is sent by Event 1, the NCAA official merchandiser.
- 14. **Online Financial Report.** Within 60 days after completion of the regional or super regional, the online financial report must be submitted to the NCAA national office to avoid financial penalties. A check for the Association's share of the net receipts will need to be submitted at a later date.

GAME ADMINISTRATION

- 1. **Bat Testing Equipment Order.** Each regional host institution who does not already own both of these items would need to place their order for a Baseball Bat Tester and/or a Baseball Bat Ring with Bat Testing Solutions via www.barrelcompression.com **no later than Noon Eastern time on Tuesday, May 28.**

Each super regional host institution who does not already own one of these items would need to place their order for a Baseball Bat Tester and/or a Baseball Bat Ring with Bat Testing Solutions via www.barrelcompression.com **no later than Noon Eastern time on Tuesday, June 4.**

- 2. **Administrative Conference Call.** It is suggested that this call take place sometime Monday evening (May 27) after the regional bracket announcement. The super regional conference call should take place no later than Tuesday evening, June 4 (super regional sites will be announced Tuesday, June 4 via a press release tentatively at approximately 8 a.m. Eastern time). Please be sure to include the NCAA site representatives on the conference call. The NCAA site representatives will be designated once you have been selected as a host site.

Each team will be required to be represented on the call by an athletics department administrator and the head baseball coach. Should the head baseball coach be unavailable due to a previously scheduled practice, they may appoint a representative to participate on the call in their place. Other institutional representatives may participate in the call as needed.

- 3. **Administrative Meeting.** Make arrangements for an administrative meeting to be conducted the day or night prior to the start of regional or super regional competition. Please provide the national office with the date, time and location of the meeting, and also be prepared to provide this information to the visiting teams during the administrative conference call.

Each team will be required to be represented at the meeting by an athletics department administrator and the head baseball coach. Other institutional representatives may attend the meeting as needed.

- 4. **Schedule of Events.** Prepare the schedule of events and include pregame schedules, game times, meeting times, etc., for distribution to participants and individuals involved with the competition.
- 5. **Facility.** Ensure that the playing field is in accordance with Rule 1 of the NCAA Baseball Rules.
- 6. **Medical Personnel.** Make preliminary arrangements for a tournament physician, local hospital information and an athletic trainer for competition. Please be sure to follow all guidelines in the [NCAA Sports Medicine Handbook](#).
- 7. **Corporate Involvement.** Submit proposals to the NCAA for any possible corporate involvement with the regional or super regional for advance approval.
- 8. **Television.** Review the NCAA Broadcast and Media Services guidelines at www.ncaa.com/media.

- _____ 9. **Baseballs.** Inspect baseballs on arrival to ensure that the proper amount has been sent (35 dozen for the regionals; 15 dozen for the super-regionals).
- _____ 10. **Baseball Rubbing Mud.** Secure baseball rubbing mud or another material in order for umpires to “rub down” the game balls to remove their glossiness.
- _____ 11. **Regional Bracket/Format.** Review the regional bracket and baseball Pre-Championship Manual to ensure you have an understanding of the pairings procedures and format for the regional competition.
- _____ 12. **Practice Schedules.** During the administrative conference call, establish practice schedules and determine when teams will practice.
- _____ 13. **Minor Officials.** Ensure that arrangements have been made to hire all the necessary minor officials (e.g., public address announcer, official scorer, scoreboard operator, regional and super regional Video Review Headset Assistant, etc.).
- _____ 14. **Merchandising.** Work with Event 1 contact to ensure that arrangements for Event 1 merchandise sales at your site are being appropriately handled.

HOUSING

- _____ 1. **Teams.** Make tentative housing arrangements for each visiting team. All team hotels should be of equal quality, and in close proximity to the baseball stadium. It is ideal and recommended to have all teams housed in separate properties. A minimum of 25 rooms must be reserved for each team through the final possible night of competition at your site. All rooms should be held until the team(s) checks out and then, and only then, should they be made available to the general public. It should be understood by the hotel that any rooms released by a participating team after it has been eliminated from the tournament should not be the financial responsibility of that team or the host institution. The visiting team(s) will be responsible for confirming the final arrangements, but the host institution shall provide the rate and contact person during the administrative conference call.

Only if it obtains a written release from the hotel general manager before 5 p.m. on practice day may a participating institution be released from all or a portion of its room obligation. The hotel is under no obligation to provide this release. The institution must file a copy of the written release with the NCAA site representative. Unless approved by the NCAA in advance, an institution is precluded from relocating to a hotel where another institution or umpires may have been assigned.

- _____ 2. **Officials.** Make single-room reservations for each of the six umpires at regionals and four umpires at super regionals in a hotel that is comparable in quality to the team hotels, and that is also in close proximity to the baseball stadium. These rooms must be reserved for each official through the final possible night of competition at your site.
- _____ 3. **NCAA Site Representatives.** Make a single-room reservation for each of the two NCAA site representatives in a hotel that is comparable in quality to the team hotels, and that is also in close proximity to the baseball stadium. The room must be reserved for each site representative through the final possible night of competition at your site.
- _____ 4. **Local Information.** Preliminary round host sites shall produce and distribute to participating teams a brief manual that offers specific information the host locale has to offer (e.g., area hotels, restaurants, places of worship, etc.). There is no template for this manual.

TRANSPORTATION

- _____ 1. **Teams.** The NCAA’s ground transportation program for this championship is run by GO Ground Options. Teams should contact GO Ground Options at 866-386-4951 if they have any questions about coordinating their ground transportation needs. Please review the information and instructions regarding the NCAA Travel policies and procedures:

Each team will be responsible for making its final arrangements and providing payment.

2. **Rental Vehicles.** Review the "Rental Vehicles" section of the Pre-Championship Manual.

UMPIRES

1. **Contact.** Contact the umpire-in-chief to determine when the crew will arrive at your site. The umpire-in-chief will no longer be required to attend the administrative meeting. You will be provided with the name of the umpire-in-chief once all the regional teams and pairings have been completed May 27. You will be provided with the name of the umpire-in-chief for super regionals on June 4.
2. **Amenities.** Ensure that umpires have local transportation; a dressing room to accommodate six umpires; snacks and drinks available in their dressing room; seats that are available for them when not working a game; and determine what other needs they might have. Umpires should also be provided with any meals in their dressing room. A member of the host institution's athletic training/medical staff should also visit the umpires' dressing room after each game to ensure that all umpires who just worked a given game are not dehydrated, etc. Finally, the host institution needs to have a ball person assigned to assist the umpires for all games, and not just the games in which the host institution participates.
3. **Meeting.** Make arrangements with umpires to have an administrative meeting with the NCAA site representatives and host institution personnel to review the ground rules in advance of the tournament. The final ground rules should be posted in each dugout throughout the tournament.
4. **Umpire Expenses.** Remind the umpires that their game fees, travel and per diem will be paid directly by the NCAA.
5. **Liaison.** Assign an individual to serve as the liaison with the umpires throughout the tournament.
6. **Security.** All host institutions must provide uniformed security for the benefit of the umpires both in and around the stadium.

VIDEO REVIEW – REGIONALS (NEW FOR 2019) AND SUPER REGIONALS

1. **Video Review Headset Assistant.** Assign an individual to serve as the Video Review Headset Assistant for the entire regional and super regional. This person will have the headset on near the field of play (dugout location that should be at the end of the dugout closest to home plate) to assist the umpires with the headsets during a review. The Video Review Headset Assistant must wear the headset the entire game. This can be the same person as the video review facilitator (see below in item four of this section) if the site prefers. The Video Review Headset Assistant must also have a cell phone as a back-up form of communication, along with the power cord for the cell phone.
2. **Dugout Location.** Determine a dugout location for the Video Review Headset Assistant. This location should be at the end of the dugout closest to home plate. This location should have access to a power outlet and a working analog phone line with long distance dial-out capabilities. There also needs to be enough XLR cabling that the Video Review Headset Assistant can come on to the field 30 feet to give the headsets to the umpires during a review. Finally, a power outlet must also be at the TV truck location designated for the DVSPORT, Inc. Replay Case.
3. **Phone Line Installation.** The host institution should ensure an analog phone line (with long distance dial-out capabilities) is installed and working properly in the Video Review Headset Assistant area.
4. **Installation and Testing.** Immediately upon receipt of the video review communication equipment, each host institution will be guided through the process of establishing video feeds and communication

lines between the stadium and the centralized replay center (CRC). All equipment will need to be installed and tested with DVSPORT, Inc.

Video Review Facilitator – A host institution site representative from IT or Facilities also must be provided that can work with DVSPORT, Inc. on setting up the video encoder and Voice Over IP (VOIP) system at the host site and testing the video and communication transmission between the host site and the CRC. This person needs to be available to assist DVSPORT, Inc. one day prior to the start of the games through the end of the last game in case testing or troubleshooting equipment is required. This would be applicable for both the regionals and super regionals.

Internet connections – An internet connection is needed for DVSPORT, Inc. located at the TV truck location with a minimum throughput of 40 mbps. Please review the video review section later in this manual for the network specifics for the internet connection.

Intercom lines – Two XLR lines between the TV truck location and the designated Video Review Headset Assistant location. Please also review the video review section later in this manual for an example of the type of cabling that is being requested.

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5. **Video Review Requirements and Expenses (Regional Round).** Each host institution will need to meet minimum replay requirements for video review in conjunction with the regionals and super regionals. In addition, all expenses related to video review for the regional round will be the sole financial responsibility of the host institution. These expenses cannot be submitted with your proposed budget to host a regional round of competition. The institution will receive an invoice from DVSPORT, Inc. for the expenses for video review in conjunction with the regionals. It is anticipated that this invoice will be approximately \$6,900 per regional site. If a host site does not have the necessary video cabling from the television truck location to the replay system location, this would also need to be provided at an approximate additional institutional expense of \$2,000.

SECTION 5 – GAME ADMINISTRATION

ADMINISTRATION

General Policy. NCAA Division I regional and super regional competition shall be conducted in accordance with the general policies established by the NCAA Division I Council and shall be under the control, direction and supervision of the NCAA Division I Baseball Committee, subject to the standards set forth in NCAA Bylaw 31 and the NCAA Division I Baseball Pre-Championship Manual.

NCAA Site Representatives. The NCAA Division I Baseball Committee shall appoint two site representatives to each regional and super regional who shall serve as the ultimate authority for the competition. These individuals will serve as the chair of the games committee and be responsible for the overall administration of the competition in consultation with the tournament manager and umpire-in-chief.

Tournament Manager. The host institution shall appoint a tournament manager who shall serve as the liaison with the NCAA site representatives. The tournament manager shall be responsible for coordinating all preparation for the competition in accordance with the policies and procedures that have been established by the NCAA Division I Baseball Committee. **During the actual conduct of the competition, the tournament manager shall report to the NCAA site representatives.**

Games Committee. The NCAA Division I Baseball Committee shall appoint a games committee to actively supervise the conduct of all regional and super regional competition. The chair of the Division I Baseball Committee shall designate members of the sport committee to serve as members and chairs of the competition games committees if any are present. If none are present, the chair of the games committee shall be the primary NCAA site representative. The chair of the games committee shall appoint individuals to serve on the committee, which normally will include the NCAA assistant site representative, a representative from the host institution and each participating team. The games committee must consist of at least three individuals.

Umpire-In-Chief. The umpire-in-chief will be assigned by the NCAA Division I Baseball Committee and the National Umpire Coordinator to serve as the lead umpire for the regional or super regional. The umpire-in-chief shall prepare the umpiring assignments in consultation with the NCAA site representatives. The umpire-in-chief also shall coordinate all on-field activities for the umpires.

NCAA Site Representatives Seats. Two seats must be reserved, preferably on an aisle behind home plate, for the NCAA site representatives. These seats must be readily accessible to the playing field. Additional seats in the press box area should also be reserved.

Umpire Seats at Regionals. Two seats must be reserved, preferably away from the NCAA site representatives, for the two umpires resting during the regional competition.

ADMINISTRATIVE CONFERENCE CALL – REGIONAL

Shortly after the regional pairings have been announced, the host institution's tournament manager will receive a teleconference dial-in number and an access code from the NCAA site representative(s). At that time, the tournament manager will make preliminary plans to establish an administrative conference call between the NCAA site representatives and all participating teams to review the regional tournament arrangements. It is suggested that the call be conducted Monday evening, May 27.

Each team will be required to be represented on the call by an athletics department administrator and the head baseball coach. Should the head baseball coach be unavailable due to a previously scheduled practice, they may appoint a representative to participate on the call in their place. Other institutional representatives may participate in the call as needed.

ADMINISTRATIVE CONFERENCE CALL – SUPER REGIONAL

Super regional sites will tentatively be announced via a press release at approximately 8 a.m. Eastern time, Tuesday, June 4. Shortly after the super regional pairings have been determined, the host institution's tournament manager will receive a teleconference dial-in number and an access code from the NCAA site representatives. At that time,

the tournament manager should begin making preliminary plans to establish an administrative conference call between the NCAA site representatives and the participating teams to review the super regional tournament arrangements. It is suggested that the call be conducted Tuesday, June 4.

Each team will be required to be represented on the call by an athletics department administrator and the head baseball coach. Should the head baseball coach be unavailable due to a previously scheduled practice, they may appoint a representative to participate on the call in their place. Other institutional representatives may participate in the call as needed.

ADMINISTRATIVE MEETING

An administrative meeting of the head coaches and athletics administrators of the competing teams and members of the games committee will be held prior to the beginning of the tournament. Please provide the NCAA national office with the date, time and location of this meeting, and also be prepared to provide this information to the visiting team(s) during the administrative conference call.

Each team will be required to be represented at the meeting by an athletics department administrator and the head baseball coach. Other institutional representatives may attend the meeting as needed.

ALCOHOLIC BEVERAGES

New for the 2018-19 academic year, all Division I and National Collegiate championships are eligible to engage in the sale of alcohol (i.e., beer and wine), provided certain criteria are met.

After starting a bid in the Championships Bid and Profile System, users will be prompted to answer a few questions that will determine their institution's eligibility to sell alcohol (i.e., beer and wine) at a given venue. If a school is deemed eligible and is interested in selling alcohol (i.e., beer and wine), it will be required to complete one of three agreements that must be signed and uploaded into the bid portal. Please thoroughly review the Championships Alcohol Sales Policy before completing the appropriate agreement.

Championship Alcohol Sales Policy

In order to be eligible to engage in the sale of alcohol during a NCAA Division I championship event or ancillary event, the following criteria must be satisfied by any NCAA host institution, event venue, and alcohol concessionaire:

- Host institution and its authorized agent (e.g., alcohol concessionaire), if any, must have a written policy in place for, and be actively engaged in, the sale of alcohol during regular season athletic events at the same venue and be properly licensed by the local and state authorities to carry on such operations; or
- If applicable, any event venue that is not owned or controlled by the host institution ("non-host venue"), or its authorized agent (e.g., alcohol concessionaire), must have a written policy in place for, and be actively engaged in, the sale of alcohol during its regular course of business and be properly licensed by the local and state authorities to carry on such operations.
- The alcohol management policy of the host institution, event venue, or alcohol concessionaire (whichever may be the case) must address the following:
 - Prevention of alcohol sales to visibly intoxicated patrons
 - Prevention of alcohol sales to minors
 - Serving sizes and quantities
 - Alcohol sales cut-off time
 - Outside beverages
 - Security and disturbances
 - Alcohol management training requirements for employees
- Beer and wine (or beverages with similar alcohol by volume) are the only alcoholic beverages to be sold to general attendees, and hard liquor is only permitted in designated suite and hospitality areas.
- Sale of alcoholic beverages by roving vendors (e.g., hawking) is prohibited within the spectator seating.

- “Drink Responsibly” messaging must be present and communicated at concession stands, through PA reads, video board messaging and other platforms available.
- Prior to the championship event, fully signed copies of the NCAA Concessionaire Indemnity and Insurance Agreement(s), NCAA Host Alcohol Indemnity and Insurance Agreement (if any), and NCAA Host/Venue Alcohol Agreement(s) must be submitted to the NCAA.
- Prior to the event, copies of the concessionaire’s, host’s, and/or venue’s certificates of insurance (to the extent applicable) must be submitted to the NCAA to confirm it is compliant with insurance requirements set forth in their respective Indemnity and Insurance Agreements.

ALL TOURNAMENT TEAM – REGIONAL SITES

A regional all-tournament team, consisting of the following positions, will be selected by the working news media or an all-tournament selection committee: catcher, first baseman, second baseman, shortstop, third baseman, left fielder, center fielder, right fielder, designated hitter and two pitchers.

The most outstanding player will be selected from among these positions. Super regional sites will not have an all-tournament team.

ANALYTICAL/DATA COLLECTION CAMERAS

The use of analytical or data collection camera/systems are prohibited during the NCAA Division I Baseball Championship. Host institutions with these type of analytical/data collection systems must remove them before the start of practice the day prior to the beginning of competition.

If such a system is permanently affixed to the facility, it must be properly covered before the start of practice through the completion of the regional/super regional.

New for 2019, should the host institution deem their permanently affixed system too expensive to cover, with prior approval from the NCAA national office staff, they must disconnect any devices that are used to collect the data from the system and remove them from the stadium for the duration of the regional/super regional round. In this scenario, should it later be determined that this policy was not followed or that any data from the analytical cameras/system was captured during competition, it will negatively impact that institutions ability to host future rounds of the NCAA Division I Baseball Championship.

AUDIO COVERAGE

Please refer to the NCAA Broadcasting policies and guidelines that can be found online at www.ncaa.com/media.

AWARDS – PARTICIPANTS

Institutions that participate in, but do not advance from regional or super regional competition will be presented with a participant medallion as a commemorative keepsake. The host institution will receive participant awards the week of the competition. Twenty-seven (27) participant awards should be presented to the athletics administrator once an institution has been eliminated from competition.

BALL PERSONS

The host institution should provide a ball person to assist the umpires for all games, not just the games in which the host institution participates. The designated ball person(s) must be at least 13 years of age and are required to wear a protective batting helmet at any time they are on the playing field regardless of age.

BANDS/CHEERLEADERS/MASCOTS

During regionals and super regionals, bands are permissible, with a maximum of 20 band members plus a band director being admitted via a pass gate. The seat location for any bands is left to the discretion of the host institution (ideally place in a location behind their respective team dugout). The band must be institutionally sponsored/controlled and may only play at games in which their institution participates. A band may play only between half innings. If both teams playing in a given game have their band in attendance, the bands must alternate playing between each half inning (designated home team will play first).

During regionals and super regionals, a maximum of 12 cheerleaders may be admitted in uniform via a pass gate. A uniformed mascot is also permissible; however, the uniformed mascot may never enter the playing field. Live mascots are also permissible, provided there is institutional control, at the discretion of the NCAA national office.

BANNERS AND ARTIFICIAL NOISEMAKERS

No banners may be posted at the tournament other than the NCAA and approved media banners. Artificial noisemakers, air horns, and electronic amplifiers are not permitted and shall be removed upon discovery.

BANQUETS

Banquets or celebratory dinners are not permitted for the participating teams during the regional and super regional rounds of the baseball championship.

BAT HANDLERS

Bat or ball handlers (i.e., bat or ball boys/girls) must be 13 years of age or older to serve in this capacity at any NCAA regional or super regional competition. All bat and ball handlers will be required to wear a helmet at any time they are on the playing field regardless of age. The bat handlers are excluded from the 35-person official traveling party.

BAT TESTING

Again for 2019, bat testing will take place at all regional and super regional sites. Please review Appendix F for the postseason bat testing protocol for the 2019 regionals and super regionals that must be followed.

The host institution will be responsible for securing the Baseball Bat Tester and Baseball Bat Ring. If a host site does not already have a bat testing unit and/or bat ring, they will be required to purchase them from Bat Testing Solutions (www.barrelcompression.com). Bat Testing Solutions will charge \$1,350 for the bat testing unit and \$100 for the bat ring (plus shipping charges). These charges are the sole financial responsibility of the host institution and should not be included in any proposed budget item.

Each host institution will need to purchase the bat testing unit and/or bat ring only after the regional and/or super regional host institutions have been announced.

Regional hosts must place their order via debit or credit card no later than Noon Eastern time on Tuesday, May 28. Super regional hosts must place their order by Noon Eastern time on Tuesday, June 4. It is recommended for host institutions to select UPS as the overnight delivery option.

BOX SCORES

Stat Crew xml files should be uploaded to the NCAA statistics system by one of the participating teams for each game. Additionally, hosts should email xml files for each game to Jeff Williams (jswilliams@ncaa.org).

CEREMONIAL FIRST PITCH

Ceremonial first pitches will not be permitted during the regional or super regional rounds of the baseball championship.

CORPORATE INVOLVEMENT

The host institution must submit a proposal to the NCAA national office regarding any possible corporate involvement with regional or super regional tournaments for advance prior approval.

CROWD CONTROL

The responsibility for crowd control rests with the director of athletics or designated representative of the host institution. The directors of athletics of the competing institutions are expected to communicate with their student-athletes and other fans to encourage enthusiastic support within the confines of good sportsmanship. Host institutions must provide adequate security and ushers, preferably in uniform, for effective crowd management. Attention should be given to seating arrangements that will alleviate crowd control problems. In addition, evacuation and emergency plans should be in place and should be reviewed with the games committee. [Note: The Division I Baseball Committee has established previous crowd control and fan behavior as criteria to be reviewed when considering prospective sites.]

The public-address announcer must read the following statement prior to each game of the regional and super regional:

"The NCAA promotes good sportsmanship by student-athletes, coaches and spectators. We request your cooperation by supporting the participants and officials in a positive manner. Profanity, racial or sexist comments, or other intimidating actions directed at officials, student-athletes, coaches or team representatives will not be tolerated, and are grounds for removal from the site of competition. Also, consumption or possession of alcoholic beverages and tobacco products is prohibited.

We ask your cooperation in keeping the aisles leading down and up to the seating areas clear. Please do not sit in any aisles and block the path of spectators trying to reach their seats. Thank you for your cooperation."

ELECTRONIC COMMUNICATION DEVICES/BULLPEN PHONES

No electronic communication devices (e.g., cellular phones, televisions) are permitted in the bullpens or dugouts during the regionals or super regionals. Any such devices that are in the team clubhouse should also not be on and, if possible, should be removed from the clubhouse.

A direct hard line telephone from the dugout to the bullpen (i.e., "bullpen phone") will be permissible in stadiums where the technology is available. If a direct hard line telephone is not available in both dugouts and bullpens, the host institution must provide a two-way hand radio to serve as the bullpen phone.

Please also note that at a minimum, the NCAA site representative, NCAA assistant site representative, host institution tournament manager and the public-address announcer should also be issued a hand radio to facilitate communication.

FIGHT SONGS

If an institutional fight song is played prior to the start of a tournament game, it must occur during that institution's infield practice or during the time allotted for pregame preparation of the field. Under no circumstances can the game be delayed to accommodate the playing of an institutional fight song.

HOME TEAM – REGIONALS

For first-round games, the highest-seeded team shall be designated as the home team. In subsequent games, the home team shall be determined according to a formula applied by the games committee. In determining which of two teams in any game will be the home team, the games committee or the NCAA site representatives uses the following guidelines:

1. The institution that has been the home team the fewer number of times in that particular tournament shall be designated the home team.
2. If the two teams are equal in this respect but unequal in the number of times they were the visitor, then the team that has been the visitor more often will be designated the home team.
3. If the two teams are equal in the number of times that they have been home and visitor, the games committee or the NCAA site representative(s) shall observe the following procedures **in the order stated**:
 - a. If the two teams have met previously in that particular tournament, the visitor in the previous game shall be the home team in the game in question.
 - b. The team that was visitor in its preceding game shall be the home team, unless both teams were visitors in their preceding games.
4. If the above procedures do not resolve the matter, the home team shall be determined by a coin toss. The coin toss will be held on the field immediately after the game that causes the situation to develop and both coaches are to be in attendance. The higher seeded team can determine whether they will call the coin toss, or defer the call to their opponent.

HOME TEAM – SUPER REGIONALS

- Two Teams Advancing With Different Regional Seeds. For Game One, the better seeded team will be the home team. The lower seeded team will be the home team in Game Two.

The better seeded team will be the home team in Game Three, if necessary.

- Two Teams Advancing With Equal Regional Seeds. For Game One, the winner of a coin flip will be the home team. The loser of the coin flip will be the home team in Game Two. A **second coin flip** will determine the home team in Game Three, if necessary. These coin flips must both take place during the pre-tournament meeting. The traveling team will call the coin toss for Game One, while the host team will call the coin toss for Game Three or defer the call to their opponent.

INCLEMENT WEATHER SCENARIOS

The following guidelines are provided for NCAA site representatives and host institution tournament managers when dealing with inclement weather. The scenarios below are intended to be general guidelines for operation. Issues such as future weather forecasts, television, competitive equity, missed class time and expenses associated with playing games after Monday may dictate an alternate schedule.

The host shall appoint a qualified person responsible for monitoring the local weather at all times. Additionally, host institutions are encouraged to have a local meteorologist either on-site or on-call to help provide a professional evaluation of future weather forecasts and potential severe weather issues.

Regionals

- **The primary goal is to play games according to the published schedule [two games on Friday, two games on Saturday, two games on Sunday and one game on Monday (if necessary)].**
- **As a general guideline, no game should start later than 11 p.m. local time.**
- **As another general guideline, in the case of a suspended game the remaining game schedule should be adjusted so that there is no possibility of a team playing more than two complete games in one day.**
- Lightning should be monitored via the Weather Sentry Online system. Please use these weather-monitoring devices when trying to determine starting times after a delay. The host institution is required to designate one individual whose main responsibility will be to monitor the weather/lightning during all practices and competition.
- You should keep in touch with the local weather bureau and we also encourage you to evaluate the weather via www.weather.gov or www.weather.com.
- If available, it is strongly recommended to have a local meteorologist on-site or at a minimum on-call to provide their expert analysis on any potential weather in the area.

POSSIBLE SCENARIOS:

1. **If Games 1 and 2 on Friday are both cancelled . . . play Games 1 and 2 on Saturday, play Games 3, 4 and 5 on Sunday and Games 6 and 7 (if necessary) on Monday. (0 – 2 – 3 – 2)**
2. **If Game 1 is started and suspended before being completed on Fridayresumption of Game 1 and Game 2 on Saturday, Games 3, 4 and 5 on Sunday, Games 6 and 7 (if necessary) on Monday. (.5 – 1.5 – 3 – 2)**
3. **If Game 2 on Friday is cancelled . . . play Games 2, 3 and 4 on Saturday, Games 5 and 6 on Sunday, and Game 7 on Monday (if necessary). (1 – 3 – 2 – 1)**
4. **If Game 1 is completed on Friday and Game 2 is started but suspended before being completed on Friday . . .resumption of Game 2 and Games 3 and 4 on Saturday, Games 5 and 6 on Sunday and Game 7 (if necessary) on Monday. (1.5 – 2.5 – 2 – 1)**

5. **If Games 1 and 2 are played on Friday but both Games 3 and 4 are cancelled on Saturday . . . play Games 3, 4 and 5 on Sunday and Games 6 and 7 (if necessary) on Monday. (2 – 0 – 3 – 2)**
6. **If Games 1 and 2 are played on Friday, and Game 3 is started but suspended before being completed on Saturday.....resumption of Game 3 plus Games 4 and 5 on Sunday, Games 6 and 7 (if necessary) on Monday. (2 – .5 – 2.5 – 2)**
7. **If Games 1 and 2 are played on Friday, and Game 4 on Saturday is cancelled . . . play Games 4 and 5 on Sunday and Games 6 and 7 (if necessary) on Monday. (2 – 1 – 2 – 2)**
8. **If Games 1 and 2 are played on Friday, and Game 3 is completed but Game 4 is started but suspended before being completed on Saturday.....resumption of Game 4 plus Game 5 on Sunday, Games 6 and 7 (if necessary) on Monday. (2 – 1.5 – 1.5 – 2)**
9. **If Games 1 and 2 are played on Friday, Games 3 and 4 are played on Saturday but both Games 5 and 6 on Sunday are cancelled. . . play Games 5 and 6 on Monday and Game 7 on Tuesday (if necessary). (2 – 2 – 0 – 2 – 1)**
10. **If Games 1 and 2 are played on Friday, Games 3 and 4 are played on Saturday, Game 5 is started but suspended before being completed on Sunday.....resumption of Game 5 plus Game 6 on Monday, and Game 7 (if necessary) on Tuesday. (2 – 2 – .5 – 1.5 – 1)**
11. **If Games 1 and 2 are played on Friday, Games 3 and 4 are played on Saturday, Game 5 is completed but Game 6 is cancelled on Sunday . . .play Games 6 and 7 (if necessary) on Monday. (2 – 2 – 1 – 2)**
12. **If Games 1 and 2 are played on Friday, Games 3 and 4 are played on Saturday, Game 5 is completed but Game 6 is started but suspended before being completed on Sunday....resumption of Game 6 and Game 7 (if necessary) on Monday. (2 – 2 – 1.5 – 1.5)**
13. **If Games 1 and 2 are played on Friday, Games 3 and 4 are played on Saturday, Games 5 and 6 are played on Sunday and you experience inclement weather for the if necessary Game 7 on Monday . . . try to get the game in on Monday OR play as early as possible on Tuesday. (2 – 2 – 2 – 0 – 1)**
14. **If both games are cancelled on Friday and both games are cancelled on Saturday . . . play Games 1 and 2 on Sunday, Games 3, 4 and 5 on Monday and Games 6 and 7 (if necessary) on Tuesday. (0 – 0 – 2 – 3 – 2)**

If there is inclement weather, the host institution may have access to its clubhouse during a game delay regardless of being designated as the home or visiting team in any given game in which it participates; however, the host institution must provide access to adequate space to accommodate the other participating team(s). The intent of this rule is to provide equitable inclement weather facilities for each participating team during the course of any inclement weather delays.

Hosts shall have a stadium evacuation policy in the event of lightning or severe weather. The host shall also have and use appropriate public address announcer scripts as necessary.

Super Regionals

- **The primary goal is to play the games according to the published schedule [one game on Friday, Saturday and Sunday (June 7-9 format) or one game on Saturday, Sunday and Monday (June 8-10 format).]**
- You should keep in touch with the local weather bureau and we also encourage you to evaluate the weather via www.weather.gov or www.weather.com.

If available, it is strongly recommended to have a local meteorologist on-site or at a minimum on-call to provide their expert analysis on any potential weather in the area.

- Lightning should be monitored via the Weather Sentry Online system. Please use these weather-monitoring devices when trying to determine starting times after a delay. The host institution is required to designate one individual whose main responsibility will be to monitor the weather/lightning during all practices and competition.
- As a general guideline, no game should start later than 11 p.m. local time.
- As another general guideline, no team should be scheduled to play more than two games in any given day.

- The NCAA Division I Baseball Committee prefers that one game per day be played whenever possible. Please note that Monday, June 10 may have to be used to meet this guideline for the June 7-9 super regional format, while Tuesday, June 11 may have to be used to meet this guideline for the June 8-10 super regional format.

POSSIBLE SCENARIOS:

1. June 7-9 Format

- If the Friday game is cancelled.....**play one game each on Saturday, Sunday and Monday (if necessary).
- If the Friday game is played and the Saturday game is cancelled.....**play game two on Sunday and game three (if necessary) on Monday.
- If Friday and Saturday games are cancelled.....**play games one and two on Sunday and game three (if necessary) on Monday.

2. June 8-10 Format

- If the Saturday game is cancelled.....**play one game each on Sunday, Monday and Tuesday (if necessary).
- If the Saturday game is played and the Sunday game is cancelled.....**play game two on Monday and game three (if necessary) on Tuesday.
- If Saturday and Sunday games are cancelled.....**play games one and two on Monday and game three (if necessary) on Tuesday.

If there is inclement weather, the host institution may have access to its clubhouse during a game delay regardless of being designated as the home or visiting team in any given game in which it participates; however, the host institution must provide access to adequate space to accommodate the other participating team. The intent of this rule is to provide equitable inclement weather facilities for each participating team during the course of any inclement weather delays.

Hosts shall have a stadium evacuation policy in the event of lightning or severe weather. The host shall also have and use appropriate public address announcer scripts as necessary.

LENGTH OF GAME – HALTED GAME RULE

All games shall be nine innings. If play has been stopped before nine innings have been completed, the halted-game rule (Rule 5-9) shall be used.

[Note: The 10-Run Rule – Rule 5-8-b-(4) – shall not be used for regionals or super regionals.]

LINE-UP CARDS

The coach of each team must present an unofficial line-up card to the official scorer no later than one hour prior to the start of the game. The official line-up card must be presented by the head coach at the pre-game meeting with the home plate umpire.

MEMENTOS

Participating team gifts may not be provided during the regionals and super regionals.

MERCHANDISING AND APPAREL

Event 1 is the official merchandise and apparel vendor of all 90 NCAA championships and will provide merchandise and apparel to be sold at all regional and super regional sites.

NCAA policy prohibits host institutions from selling any of their own merchandise or apparel at regional and super regional sites unless the institution agrees to guarantee a sell-out of Event 1's NCAA products. For more information regarding merchandising, contact David Clendenin at the NCAA national office (dclendenin@ncaa.org).

MINOR OFFICIALS

The host institution must ensure that arrangements have been made to hire all the necessary minor officials (e.g., public address announcer, official scorer, scoreboard operator, etc.). An official scorer will receive \$20 per game for all regionals and super regionals.

During Regionals and Super Regionals, the host institution will be responsible for providing an individual to serve as the “Video Review Headset Assistant” to assist with the video review (previously referenced as instant replay) communication process. The Video Review Headset Assistant should receive \$20 per game during both the regional and super regional.

NATIONAL ANTHEM

The host institution or sponsoring agency must play the National Anthem before each game of the regionals and/or super regionals.

PARKING

The host institution must establish a designated parking area at the venue at the regionals and super regionals for the NCAA site representatives, umpires, team administrators and any NCAA staff in attendance. Parking also must be provided for team vehicles.

PERSONNEL

NCAA Site Representatives. The committee will assign two NCAA site representatives to each regional and super regional. **The NCAA site representatives will be the ultimate authority at any regional or super regional site.**

Expense Form. Once an institution is designated as one of the hosts for regional or super regional competition, the NCAA national office will provide the NCAA site representatives with a link to submit their expenses to the NCAA online. The site representatives will receive per diem (\$75 per day, beginning with the day of arrival and ending with the day of departure) and ground transportation (53 cents per mile), if air transportation is not used.

Other Personnel. The host institution shall provide payment for the services of other necessary personnel and list those payments on the online proposed budget.

Umpires. The NCAA Division I Baseball Committee will assign six umpires to each regional tournament and four umpires to each super regional tournament. All umpiring assignments will be made by the umpire-in-chief in consultation with the NCAA site representatives and in cooperation with the national coordinator of umpires.

Amenities. Ensure that umpires have the following: (1) Dressing room to accommodate six umpires; (2) food (meals should be provided), drinks and snacks available in their dressing room that are replenished; (3) seats available when not working a game; (4) credentials and parking passes (if necessary); (5) athletic training/medical personnel to check-in on the umpires after each game in the umpires’ dressing room; (6) ball person to assist the umpires in all games; and (7) someone to determine what other needs they might have.

Contact. Contact the umpire-in-chief to determine when the crew will arrive on site. The host institution will be provided with the name of the umpire-in-chief once all the teams and pairings have been completed.

Expenses. The host institution should be responsible for the umpires’ lodging costs (room and tax only) through the final possible night of competition at your site. The host institution should work with the hotel to set up a direct bill back to the institution for these charges. Umpire lodging costs should be budgeted for and included in your proposed budget expenses.

The NCAA will reimburse the umpires for their games fees, travel expenses and per diem via the online payment system RefPay/ArbiterPay. NCAA staff will coordinate all RefPay/ArbiterPay details directly with the umpires.

Liaison. Assign an individual to serve as a liaison with the umpires throughout the tournament.

Meeting. Make arrangements with the umpires to have an administrative meeting with the NCAA site representatives and host institution personnel to review the ground rules prior to the start of the regional and super regional.

Security. All host institutions must provide uniformed security for the benefit of the umpires both in and around the stadium.

PITCH CLOCK

A visible pitch clock will not be used in conjunction with the regionals and super regionals. The umpires will be responsible for tracking the time between pitches and also the enforcement of this rule.

PLAYERS' VALUABLES

Each team is responsible for its own valuables. It is suggested that the teams carry a valuables bag to the dugout.

PRACTICES

Practice schedules shall be established during the administrative conference call. The full facility should be available for use by all participating teams on the practice day (e.g., field, pitching mound, bullpen, batting cage, etc.).

Pre-game batting practice shall be conducted on the game field of competition for teams competing in the first game of a day (weather permitting). At regional sites, if time permits, on-field batting practice for the second game of a day is allowable at the venue/grounds crew discretion, subject to the ultimate approval of the NCAA site representatives. The start of the second game cannot be delayed to provide for the batting practice on the game field. **Teams are prohibited from performing drills on the game field during batting practice.**

If a participating team wishes to use a baseball pitching machine to provide ground balls to infielders they may do so during the pre-game batting practice. The use of pitching machines for ground balls will not be allowed during pregame infield practice.

During pre-game batting practice and/or infield practice, shorts are permissible provided they are institutionally-issued apparel and all team members are wearing shorts during the practice.

During practices all participating teams are required to wear a jersey/shirt with clearly legible uniform numbers on them. These numbers should be at least six inches in height and be located on the back of the jersey/shirt. Each student-athlete's practice number must be the same number he will wear during the game. All teams are required to wear only institutional apparel during practices.

Regional practice times for Thursday, May 30, are as follows:

| | |
|--------|---|
| Team 1 | 10 a.m. – 11:15 a.m. (Team 1 is always the host team) |
| Team 2 | 11:30 a.m. – 12:45 p.m. (highest remaining seed) |
| Team 3 | 1 p.m. – 2:15 p.m. (next highest seed) |
| Team 4 | 2:30 p.m. – 3:45 p.m. (next highest seed) |

*Practice times are 75 minutes long with a 15-minute break for field preparation.

Super Regional practice times for Thursday, June 6, or Friday, June 7 are as follows:

| | |
|--------|---|
| Team 1 | 1 p.m. – 2:30 p.m. (Team 1 is always the host team) |
| Team 2 | 2:45 p.m. – 4:15 p.m. |

*Practice times are 90 minutes long with a 15-minute break for field preparation.

**If necessary, practice schedules may be adjusted by the NCAA site representatives due to extenuating circumstances. The practice schedule also can be reduced or eliminated for each team due to inclement weather.

Visiting teams are not permitted to practice at the competition venue prior to the established practice day (i.e., one day prior to the start of competition). Should extenuation circumstances require a visiting institution to arrive two days in advance, they must contact the NCAA national office for an exemption if they wish to practice at that time. Each exemption request will be heard and a decision made by NCAA staff and/or the NCAA baseball committee on a case-by-case basis.

The host institution also should make arrangements for an inclement weather practice facility. All regional and super regional practices are open to the general public.

PREGAME SCHEDULES

A separate pregame schedule has been created for host sites that have fields with artificial turf infields and require little to no field preparation time. The shortened pregame schedule is optional for a host institution with all artificial turf infields, but a determination on which schedule will be used must be made and communicated to all participating teams at the pre-competition administrative meeting.

The following is the standard pregame schedule that is to be used for Division I regional and super regional games:

Before Game

| | | |
|-----|---|------|
| * | Home Batting Practice | 2:15 |
| * | Visitor Batting Practice | 1:35 |
| * | Remove Cage | :55 |
| | Home infield | :45 |
| | Visitor infield | :35 |
| | Field Preparation | :25 |
| ** | Introductions (visiting team first), if necessary | :14 |
| | National Anthem | :09 |
| | Umpires/Coaches meeting | :06 |
| | Home team on field | :02 |
| *** | First Pitch | :00 |

The following is the optional alternate pregame schedule that can be used at host sites that are played on an all artificial-turf field for Division I regional and super regional games:

Before Game

| | | |
|-----|---|------|
| * | Home Batting Practice | 2:00 |
| * | Visitor Batting Practice | 1:20 |
| * | Remove Cage | :40 |
| | Home infield | :34 |
| | Visitor infield | :24 |
| | Field Preparation | :14 |
| ** | Introductions (visiting team first), if necessary | :13 |
| | National Anthem | :09 |
| | Umpires/Coaches meeting | :06 |
| | Home team on field | :02 |
| *** | First Pitch | :00 |

* Batting practice shall be conducted on the field of competition for teams competing in the first game of a session (weather permitting). At regional sites, if time permits, on-field batting practice for the second game of a day is allowable at the venue/grounds crew discretion, subject to the ultimate approval of the NCAA site representatives. The start of the second game cannot be delayed to provide for the batting practice on the game field. Also, team members may stretch and short toss for the 10 minutes preceding their batting practice in foul territory or in the deep part of the outfield down their respective foul line. Teams must assume risks associated with this activity.

** Introductions are conducted only for the first games in which teams compete and the championship game. Visiting team is introduced first (support personnel/assistant coaches/non-starters (numerically)/starters (line-up order)/ head coach, go to spot down the foul line next to the base of the designated visiting team dugout for the first person introduced proceeding toward home plate. The home team shall be introduced in the same

manner down the foul line next to the base of the designated home team dugout. If applicable, both teams should stay on the field until after the conclusion of the National Anthem.

- *** In the event that there is a five-minute slide of the start time of a game for broadcast purposes, the additional five minutes shall be added to the Field Preparation time in the pre-game timing schedule. Whether or not a five-minute slide will be imposed will be determined not later than 40 minutes before the scheduled first pitch.

Between the last out of the previous game and the start of the next game, there shall be a minimum of 55-minutes. This will allow for a minimum of a 10-minute warm-up period prior to the home team taking infield.

PROGRAMS

This championship will feature a printed program, which the NCAA and IMG College Publishing have the exclusive right to distribute at the competition venue during the championship. No competing publications, whether sold or free of charge, are permitted at NCAA events where printed programs are available. Any publications delivered to the venue are the property of IMG College before, during and after the event.

Content/Editorial.

1. IMG College responsibilities. Responsible for all program production, including editorial content, layout and design, advertising and printing.
2. Host responsibilities. Media contact should provide IMG College with text and photos for editorial pages about the host institution/venue/city, if requested by IMG College.

Any pages promoting the host institution/venue/city will not be display advertisements; those interested in purchasing advertising space for sponsors, etc., should contact Doug Iler (doug.iler@img.com).

Supplemental Handouts.

1. Preliminary rounds. IMG College encourages the host institution/venue to distribute supplemental handouts (i.e., updated statistics and notes), provided any such materials:
 - a. are only distributed with the purchase of a program;
 - b. do not include information available in the program;
 - c. do not include advertisements.

The host should not include expenses for such supplements in the championship budget and/or financial report. All supplemental content is subject to NCAA and IMG College approval.

2. Championship. At the championship site, IMG College provides daily bulletins, which are to be made available throughout the event. Coupons for the daily bulletins are enclosed in each program and can be presented to any program vendor for redemption. Further instructions for distribution of these materials will be communicated by IMG College prior to the championship.

Program Vending and Complimentary Programs. IMG College will enter into an agreement with the official program vendor of the host institution or sponsoring agency, and will supply programs and settlement sheets to the official vendor. The official vendor of the host institution or sponsoring agency at the site of the championship(s) is responsible for complete vending accountability, including full responsibility for inventory. When the requirements listed below (Program Vending Standards) are met, the host institution will receive a 20 percent commission of gross sales for providing these services. Below are the program vending responsibilities of both IMG College and the host, or official program vendor.

1. IMG College responsibilities.
 - a. Reserves the right to manage vending/fulfillment in-venue.

- b. Will email a vending agreement and settlement sheet to the vending contact and tournament manager prior to the championship.
- c. Will ship and manage shipment of programs to arrive no later than the day prior to the start of the event, unless otherwise communicated by IMG College.
- d. Within one week post-championship, will provide the host with instructions for returning or destroying the remaining programs (if applicable).
- e. Will pay sales tax to the proper taxing authority.

2. Host responsibilities.

- a. Prior to the event, the program vending contact listed on the host's online key contacts form will need to confirm they are the contact and that the shipping information is correct, when requested by IMG College.
- b. The host venue will provide all vendors unless otherwise prearranged with IMG College.
- c. Return a signed vending agreement to IMG College prior to the event.
- d. If requested and approved by the NCAA, the tournament manager shall issue credentials and provide the necessary parking passes to administrative personnel representing IMG College. All programs vendors shall receive standard facility credentials.
- e. Distribute the allotted amount of complimentary programs as specified below:
 - 1) Participating teams – 35 per team at regionals only. Participating teams will not receive complimentary programs at super regionals.
 - 2) Media/other – 106 per regional site; 112 per super regional site.
- f. Meet the "Program Vending Standards" (listed below) to receive 20 percent commission of the gross program sales.
- g. After meeting the "Program Vending Standards," IMG College will pay the vendor 20% commission of gross sales. The vendor is to keep the commissions earned and cut a check to IMG College for the amount due listed on the IMG College provided settlement sheet within two weeks after the event.
- h. Email and mail the completed settlement sheet provided by IMG College after the event within the timeframe specified in the vending agreement.

Program Vending Standards.

- 1. Receive and take inventory of the programs upon arrival. Notify IMG College of any discrepancies in the quantity received or damages to the programs within 24 hours.
- 2. Provide total management, control and accountability of the programs. If programs are lost, stolen or damaged, the programs are the responsibility of the vendor.
- 3. Keep programs in locked and supervised storage.
- 4. Provide an appropriate number of sellers throughout the facility in order to meet the demands of the projected crowds. The appropriate number of sellers should ensure that every fan entering the event will pass one person actively and exclusively selling programs, as well as placing multiple sellers in high-traffic areas to provide a quick transaction for all fans.
- 5. Sellers should be either at designated program stands and/or stationed in high-traffic areas of the facility that are easily located (such as ticketed entrances).
- 6. Ensure program stands and/or sellers are prepared to sell prior to the gates being opened. If using program stands or tables, the programs should be neatly displayed at all times. If using tables, please make best effort to make table presentable.
- 7. Ensure that sellers are neatly dressed and are customer-oriented.
- 8. Keep selling areas clean and neat at all times.
- 9. Programs can be available at merchandise stands (i.e., along with apparel) but should not be sold exclusively in this manner.
- 10. Sell programs throughout the event for a mutually agreed upon time with IMG College.
- 11. Display signage in a professional manner, if provided by IMG College.
- 12. Make sure vendors have necessary materials for selling throughout the event, i.e., appropriate number of programs and change. Replenishing sellers with programs and providing change should be done in a fast and efficient manner. This may include transferring merchandise between the slower and higher volume selling areas to meet customer demands.
- 13. Below are a few best practices for vending programs:

- a. Designate individuals to sell programs and pay them a commission for each program they sell, or
- b. Recruit volunteers to sell programs as a fundraiser for their non-profit organization and pay them commission for each program they sell.
- c. Encourage vendors to walk through the stands to sell programs during the event.

Questions. If you have any questions, please feel free to contact your NCAA administrator or Chad Laytham (chad.laytham@img.com) at IMG College.

PROTEST PROCEDURES

The following protest procedures shall be used in all tournaments:

1. Any protest by the coach of a competing team must be made at the time of the action or incident that caused the protest, and before play is resumed;
2. If the game ends (legal contest) in a protestable situation, the offended team has until all fielders have left fair territory to voice its protest intentions;
3. All protests must be made to the umpire crew-chief; however, if he is not working the game, the assistant crew-chief or the home plate umpire shall receive the protest;
4. No protest shall be allowed that involves a judgment decision by an umpire; and
5. All protests must be ruled upon immediately by the protest committee. The protest committee shall confer with the umpires before making its decision, and the protest committee chair shall make a written report to the chair of the NCAA Division I Baseball Committee.

The protest committee will consist of the NCAA site representative(s) and the umpire crew chief. If the crew chief is directly involved in the call that is being protested another designated umpire will fill the role on the protest committee.

RADAR (SPEED) GUNS

The use of radar (speed) guns by personnel from competing institutions is permissible. The host institution also may display on the scoreboard or video board the speed of each pitch in stadiums where the technology is available.

RELIGIOUS CONFLICT POLICY

If a participating institution has a written policy against competition on a particular day for religious reasons, it shall inform the NCAA championship manager in writing one week before the selection date in order for it or one of its student-athletes to be excused from competing on that day. The championship schedule shall be adjusted to accommodate that institution. In such a scenario, the regional would be conducted with two games on Thursday, two games on Friday, two games on Saturday, no games on Sunday (please note that the “if necessary” game would only be played on this day if the team being accommodated for religious reasons has already been eliminated from the championship); and one game on Monday (if necessary).

ROSTER

The roster form (Appendix B) must include only those 35 individuals who are authorized in the dugout and is to be completed prior to the championship. The form must be submitted to the NCAA site representative(s) at the pretournament meeting. The roster may not be modified for that respective round of the tournament once it is submitted. Roster forms are also available online at: <http://www.ncaa.org/championships/division-i-baseball>

SCHEDULE OF EVENTS

The host institution shall prepare a schedule of events including pregame schedules, game times, meeting times, etc., for distribution to participants and individuals involved with the regional or super regional competition.

SCOREBOARD MESSAGES

Scoreboards with message capabilities are not to be used to encourage or attempt to intimidate any of the teams participating in the championship competition.

SCOUTING AND PITCH CHARTING SEATS

During regional competition, four seats behind home plate (two seats per non-participating team) must be reserved for the scouting purposes of teams at your regional not participating in that game. These seats should not be ticketed and should be clearly marked so they are easily identifiable.

During both the regional and super regional, four additional seats behind home plate (two seats per participating team) should be reserved for the teams participating in that game to chart pitches. These seats should not be ticketed and should be clearly marked so they are easily identifiable. Occupants of these seats may use video recording devices in this location but should not be transmitting any data or video until the game is completed.

SQUAD SIZE AND TEAM PERSONNEL

On the field, including the practice field, bullpen, bench and dugout, each team is limited to four official coaches in uniform (head coach, assistant coaches and volunteer coach), 27 eligible student-athletes in uniform, and four additional individuals as determined by the institution. Only uniformed personnel, including coaches and eligible student-athletes, may be permitted between the white lines and in the bullpens.

A bat handler, who must be 13 years of age or older, does not count against the maximum limit of 35 individuals. Non-uniformed personnel in proper attire may participate in pregame warm-ups. Once a game begins, the athletic trainer or manager is permitted on the field only to perform his/her appropriate duty (e.g., warming up a pitcher is not considered an appropriate duty).

An institution that is advised it is in violation of this regulation and does not conform to it promptly shall be subject to failure to follow procedures and/or misconduct.

TOBACCO BAN

The use of all tobacco products is prohibited by student-athletes and game personnel [e.g., coaches, umpires, athletic trainers, student managers, NCAA site representatives, tournament managers, etc.] during practice sessions and game competition. Umpires are instructed to take a zero-tolerance policy in this area. The use of tobacco products during other championship activities, such as press conferences and postgame interviews, is prohibited. Violations of this regulation shall be dealt with by the appropriate sports committee in accordance with Rule 3-11 of the NCAA Baseball Rules and Interpretations Book and NCAA Bylaws 11.1.4 and 17.1.10.

UMPIRES

Umpires for the championship are selected by the NCAA Division I Baseball Committee based on recommendations from conferences and a review of the umpires by the national coordinator of umpires, the regional umpire advisors and the baseball committee.

The NCAA Division I Baseball Committee will assign six umpires to each regional tournament and four umpires to each super regional tournament. Four umpires will be assigned to each tournament game. All umpiring assignments will be made by the national coordinator of umpires. He may be in consultation with the umpire-in-chief and the NCAA site representatives.

An umpire shall not work more than two games in one day except in an emergency situation.

Coaches Evaluations. Participating head coaches will be asked to evaluate the umpires that worked each of their games shortly after the completion of that game. Those evaluations will take place online at <https://arbitersports.wufoo.com/forms/di-umpire-postseason-evaluation-form-coaches/>.

The NCAA site representatives will email each participating head coach the link to the online umpire evaluation form immediately following each game. The evaluation should be completed no later than 24 hours after the completion of the game.

Site Representative Evaluations. NCAA site representatives will be required to evaluate the umpires for each regional and super regional. Those evaluations should be completed online at <https://arbitersports.wufoo.com/forms/di-umpire-postseason-evaluation-form-site-reps/>

UNIFORMS

[Reference: Bylaw 12.5.4 in the NCAA Division I Manual.]

Once a team enters the stadium/field, it is required that the team be in full pregame or regular-game uniform. In addition, team representatives must be in appropriate attire, not necessarily in uniform, for all other championship functions (i.e., press conferences, etc.), which shall include warm-ups, batting practice and infield practice.

During pre-game batting practice and/or infield practice, shorts are permissible provided they are institutionally-issued apparel and all team members are wearing shorts during the practice. Additionally, teams are required to wear a jersey/shirt with clearly legible uniform numbers on them. These numbers should be at least six inches in height and be located on the back of the jersey/shirt. Each student-athlete's practice number must be the same number he will wear during the game. All teams are required to wear only institutional apparel during practices.

Game uniforms must adhere to Rule 1-14 of the NCAA Baseball Rules and Interpretations. Please note that it is the responsibility of the visiting team to wear a contrasting uniform color to the jersey worn by the home team. The home team gets to select their desired uniform color first. The NCAA site representatives and umpire-in-chief will resolve issues when there is doubt about contrasting colors of uniforms.

Please note that it is also required that the base coaches wear a helmet.

This bylaw will be strictly enforced at all NCAA championships and the names of individuals and institutions that are not in compliance with this bylaw shall be forwarded to the NCAA enforcement staff.

Logos. An institution's official uniform and all other items of apparel (e.g., socks, headbands, T-shirts, wristbands, visors or hats, and towels) that are worn by student-athletes in competition may bear a single manufacturer's or distributor's normal trademark, not to exceed 2¼ square inches, including any additional material (e.g., patch) surrounding the normal trademark or logo. The logo or trademark must be contained within a four-sided geometrical figure (i.e., rectangle, square or parallelogram).

In addition, an institution's official uniform cannot bear a design element similar to the manufacturer's that is in addition to another logo or that is contrary to the size restriction.

A student-athlete representing an institution in intercollegiate competition is limited to wearing apparel items that include only the logo (not to exceed 2¼ square inches) of an apparel manufacturer or distributor. The student-athlete may not wear any apparel that identifies another entity other than the student-athlete's institution.

These restrictions apply to all apparel worn by student-athletes and all personnel, including coaches, athletic trainers, managers, team support personnel, cheerleaders, mascots and band and dance team members, during the conduct of practice and competition, which includes any pregame or postgame activities.

VIDEO BOARD REPLAYS

Host institutions with video boards shall adhere to the guidelines set forth in the NCAA Baseball Playing Rules (Appendix B). During the championship, all replays (except listed in A-1-a through g) may be shown once, regardless of replay speed. Live video must cease once a student-athlete enters the batter's box and may resume upon contact with the bat after the pitch.

VIDEO REVIEW – REGIONALS (NEW FOR 2019) AND SUPER REGIONALS

Video review (formerly known as instant replay) will again be used during the super regionals. New for 2019, video review will be expanded to the regional round of competition. The NCAA is partnering with DVSPORT, Inc. (DVSPORT) to provide a centralized replay center (CRC) for both preliminary rounds. As part of this solution, plays that are reviewable via the NCAA Baseball Playing Rules will be reviewed off-site at a national video review command center and the outcome of the review will be relayed to the umpire crew chief and another designated umpire via a headset on the playing field.

Each host institution will receive communication equipment from DVSport that will be shipped to each regional and super regional site the week of the respective regional and super regional (if applicable). Immediately upon receipt of the video review communication equipment, the host institution should install and test the equipment with DVSport. Representatives from DVSport will guide the host institution through the process of establishing video feeds and communication lines between the stadium and the centralized replay center..

Each host institution will need to meet minimum replay requirements for video review in conjunction with the regionals and super regionals. In addition, all expenses related to video review for the regional round will be the sole financial responsibility of the host institution. These expenses cannot be submitted with your proposed budget to host a regional round of competition. The institution will receive an invoice from DVSport, Inc. for the expenses for video review in conjunction with the regionals. It is anticipated that this invoice will be approximately \$6,900 per regional site. If a host site does not have the necessary video cabling from the television truck location to the replay system location, this would also need to be provided at an approximate additional institutional expense of \$2,000.

What will be transmitted from the Host Institution Stadium to the CRC?

- TV Production Dirty Program Feed.
- Headset Communication with TV Producer.
- Headset Communication with Crew Chief and Umpires.

Replay Personnel Needed

- **Video Review Facilitator:** A host institution site representative from IT or Facilities that can work with DVSport on setting up the video encoder and Voice Over IP (VOIP) system at the host site and testing the video and communication transmission between the host site and the CRC. This person needs to be available to assist DVSport one day prior to the start of the games through the end of the last game in case testing or troubleshooting equipment is required. This would be applicable for both the regionals and super regionals.
- **Video Review Headset Assistant:** A host institution site representative that will serve as a headset assistant who can have the headset on near the field of play (host institution will be required to provide space in the dugout location in one of the dugouts at the end of the dugout closest to home plate) to assist the umpires with the headsets during a review. The Video Review Headset Assistant must wear the headset the entire game. **This can be the same person as the Video Review Facilitator if the site prefers.**

The Video Review Headset Assistant will assist in the communication between the video review centralized replay center, the umpire crew chief on the field and the other designated umpire. The Video Review Headset Assistant needs to be in position at least an hour before game time. The Video Review Headset Assistant should be paid \$20 per game by the host institution. This fee should be included in the regional and super regional proposed budgets for all potential hosts.

The location for the Video Review Headset Assistant should have a dedicated and active analog phone line (with long distance dial-out capabilities) and power outlet in the immediate vicinity of their location in the dugout. Any installation charges for the phone line are at the expense of the host institution. The Video Review Headset Assistant must also have a cell phone as a back-up form of communication, along with the power cord for the cell phone.

Replay Equipment Provided by DVSport

- 1x Replay Case with a Video Encoding System and VOIP System inside.
- 3x DVSport Headsets and Beltpacks.

Replay Setup

- The video review facilitator will set up the replay case that contains the video encoding and VOIP systems near the TV Truck.
- The following cables will be connected to the replay case.
 - 1x TV Production Dirty Program feed via a BNC Cable.
 - 1x XLR Cable that connects to the TV Producer headset.

- 1x XLR Cable that connects to the 2x DVSport headsets at field level for the Crew Chief and Umpire.
 - You will loop out of one of the DVSport headset beltpacks designated for the umpires into the second DVSport headset beltpack designated for the umpires.
- The DVSport headsets will be set up near the field of play (dugout location that should be at the end of the dugout closest to home plate) and a Video Review Headset Assistant will be positioned at that location to assist the umpires with the headsets during a review.
 - There needs to be enough XLR cabling that the Video Review Headset Assistant can come on to the field 30' to give the headsets to the umpires during a review.
- An analog phone with long distance dial-out capabilities should also be set up at the location of the Video Review Headset Assistant.
 - This will be used as a back-up if there are issues with headset communication during the game.
 - Another back-up form of communication will be the Video Review Headset Assistant's cell phone.
- No replay booth is required because the replay official will be located off-site at the CRC.

Minimum Replay Requirements for a Host Institution

- **Internet:** An internet connection for DVSport located at the TV Truck location with a minimum dedicated throughput of 40 mbps.
 - The Network Specifics for the Internet Connection:
 - **TCP/UDP Connection:** Two outbound TCP and UDP connections are required. The connection must be stateful or bidirectional.
 - **Router/Firewall:** The video encoder and voice-over IP system will be connected to a DVSport provided router and be protected by its firewall.
 - **Network Ports:** Please ensure the following ports are open on the IP address.

| IP Address | Port Number | Inbound/Outbound | Port Type | Purpose |
|------------|-------------|--------------------------|-----------|---------------|
| TBD | 5000-5020 | Outbound (bidirectional) | TCP/UDP | Video |
| TBD | 6000 | Outbound (bidirectional) | TCP/UDP | Communication |
| TBD | 7001 | Outbound (bidirectional) | TCP/UDP | DVSport |

- **Intercom Lines:** Two XLR lines between the TV Truck location and designated Video Review Headset Assistant location.
 - An example of the type of XLR cabling we are requesting is a Belden 8723. Any cabling of similar spec is acceptable.
 - The XLR cabling the school provides should be long enough for the video review assistant to get the headsets 30' on the field for the umpires during a review.
- **Power:** There must be a power outlet at the TV Truck Location designated for the DVSport Replay Case. There must also be a power outlet at the Video Review Headset Assistant location so they can keep their cell phone charged during the course of the day.
- **Phone Line:** The host institution should ensure that the location of the Video Review Headset Assistant has an analog phone line (with long distance dial-out capabilities) that is installed and working properly.

During the competition, additional security should be provided for the umpire crew chief, the umpire who made the call being reviewed and the Video Review Headset Assistant on the field as they are using the headset to review any play.

Host institutions with video boards should use the parameters set forth in Appendix B of the 2019 and 2020 NCAA Baseball Playing Rules Book (i.e., replay may be shown on the video board one time at regular speed).

At the conclusion of all applicable preliminary-round competition at a given host site, the host institution should carefully package the communication equipment and return it to DVSport immediately. The host institution may be responsible for any damage that occurs to the communication equipment as determined by the NCAA in consultation with DVSport..

DVSPORT Survey

- All prospective host institutions should complete the following site survey (<https://goo.gl/forms/fnEG7jhAXtzxsllw2>) if you have not already done so. This will allow DVSPORT to better understand how prepared you are for replay and consult with you on any questions you have leading up to the championship.

If you have any questions in regard to replay expectations or preparations, please contact DVSPORT at 412-788-9070 or replaysupport@dvsport.com.

WALK-UP MUSIC

The NCAA Division I Baseball Committee prohibits the use of introductory/walk-up music during all rounds of the NCAA Division I Baseball Championship. Such music has sometimes been played in the past before a hitter steps into the batter's box.

SECTION 6 – FACILITIES AND EQUIPMENT

ATHLETIC TRAINING ROOM

Appropriate athletic training facilities should be available on-site for the teams. Athletic training supplies are a permissible games expense.

BASEBALLS, RUBBING MUD AND ROSIN BAG

Teams will furnish their own practice baseballs; however, each team will be furnished two warm-up baseballs before each game. The Rawlings FSR1NCAA baseball, the official championship baseball, will be used in all NCAA tournament games.

The NCAA shall order 35 dozen baseballs for regionals and 15 dozen baseballs for super regionals and have them direct-shipped to the attention of the tournament managers at all regional and super regional sites.

Per NCAA Baseball playing rule 1.11.a, the home team (i.e., host institution) shall provide baseballs to the umpires to be rubbed up to remove the gloss before the game starts. The host institution is responsible for having the proper material to “rub up” the baseballs. Moistened river silt (a.k.a., baseball rubbing mud) makes an excellent material to remove the gloss from the baseballs.

The host institution must provide a rosin bag for use at the pitcher’s mound for all regional and super regional games.

CLUBHOUSE AND RESTROOM POLICIES

Clubhouse Usage. The host institution will be allowed to use its clubhouse regardless of being designated as the home or visiting team in any given game in which it participates. Access to the clubhouse will be provided to the host institution up until the start of their pregame batting practice. The restroom facilities section of this manual will take effect at the start of the home team batting practice through the entirety of the actual game. All teams besides the host institution participating in the championship should come to the venue in uniform. Security shall be provided in the clubhouse during the pregame, the entire game and the postgame. The intent of this rule is to provide equitable restroom facilities for each participating team during the course of a game.

Restroom Facilities. Restroom facilities must be available and readily accessible for student-athletes during the course of the game (e.g., port-a-johns or permanent restrooms). Both teams participating in a given game must be provided access to comparable restroom facilities in close proximity to the dugout and/or bullpen starting with the beginning of the home team batting practice through the entirety of the actual game. Adequate restroom facilities also must be made available for the spectators.

DRUG TESTING

Two facilities, or a divided facility, must be provided for drug testing. Each must facilitate the movement of five crew members, five to 10 student-athletes and any witnesses. Each must contain two separate areas: a quiet waiting area and an area for specimen collection. (See the drug-testing site coordinator manual for additional information.)

DUGOUT DESIGNATION

During the pre-championship meeting for the regionals and super regionals, the host institution must designate whether the first or third base dugout will be designated the home team dugout during the tournament.

Again for 2019, the host institution may choose to remain in their preferred dugout throughout the round, regardless of being designated as the home or visiting team for that particular game.

During games that do not include the host institution, the participating teams should occupy the predetermined “home team” or “visiting team” dugout based on their home/visitor designation for that game.

Should a host venue have portions of their stadium or playing field that fail to comply with NCAA Baseball Playing Rules (including but not limited to bullpens) and create a competitive advantage for a team in one dugout over the other, the host institution would not be allowed to remain in its preferred dugout if it is designated as

the visiting team. The NCAA site representatives (in consultation with the NCAA national office) will have the final say on any issues of dugout determination.

Teams waiting to play are expected to stay clear of the dugouts and clubhouses until the teams in the preceding game have had an opportunity to remove their equipment. Teams vacating the dugouts and clubhouses shall be encouraged to depart as soon as possible.

DUGOUT LIMIT

For the regionals and super regionals, the maximum number of individuals allowed in the dugout is 35 per institution, plus one bat handler.

An institution that is in violation of this regulation and does not conform to it promptly shall be subject to failure to follow championship procedures and/or misconduct.

DUGOUT PROVISIONS

As a general rule, all equipment and provisions in team dugouts must be free of commercial branding, to protect the integrity of the NCAA corporate partner program. Regular season sponsorships or other marketing and/or advertising agreements in place during the regular season are not carried forward to the NCAA Division I Baseball Championship.

Regional Round. The NCAA will not be providing any product (e.g., DASANI, BODYARMOR, etc.) for the regional round. The host institution may use items other than BODYARMOR-branded equipment. These items, however, must not display any commercial marks (e.g., logos and graphics of commercial products such as Gatorade), or such marks must be covered completely (this requirement applies on the sidelines and in competition areas, media areas or any other back-of-house areas).

If the host has to provide and/or purchase product for any NCAA championship use (e.g., student-athlete banquet, committee tent/suite, hospitality areas, media areas, etc.), the host must purchase and provide only Coca-Cola products (e.g., Dasani, BODYARMOR, Coca-Cola, Sprite). Participating teams and student-athletes in NCAA championships continue to be free to use/consume permissible hydration beverage(s) of their own choice; however, equipment carrying any branding other than BODYARMOR, as referenced above, must be absent of any commercial marks.

Powerade equipment previously supplied from the NCAA should not be used.

Super Regional Round. The NCAA will provide complimentary BODYARMOR equipment and products for team needs at all eight Super Regional sites. Specifically, Dasani water (432 12-ounce bottles), BODYARMOR bottled product (168 16-ounce bottles) and powder (10 bags/5 gallons per bag), BODYARMOR-branded 8 ounce cups (2,000), four cup holders, six 10-gallon coolers, two 48 quart ice chests and six 12-can coolers will be shipped to all Super Regional sites. As such, teams are not permitted to use refreshment equipment in dugouts and bullpens branded with commercial identification other than BODYARMOR. Teams may fill their BODYARMOR-branded equipment with the beverages of their choice.

Towels. Teams should use white, unbranded towels during Regional and Super Regional games. As a result, teams may not use towels of any other color or that contain any commercial branding (e.g., Gatorade, PowerAde, etc.) in team dugouts or on the field of play during the Division I Baseball Championship.

FACILITY SET-UP

The host institution's baseball facility should be prepared and set in accordance with Rule 1 of the NCAA Baseball Rules and Interpretations. A field tarp and an adequate grounds crew must be available for regional and super regional competition. Participating teams shall not be involved with the placement or removal of the field tarp on the game field.

LIGHTING

Lighting Requirements. Light levels in the primary playing area (PPA) should be brightly lit with uniform lighting throughout the area. Vertical light levels (illuminating the sides of the players) should be maximized without creating severe glare for student-athletes and spectators. The lighting should also provide adequate light levels in the bottom 10 to 15 rows of seats to allow camera operators exciting crowd shots. For lighting requirements, please refer to the NCAA best practices link below. The lighting should be evenly distributed on the PPA. The perimeter of the playing surface should have sufficient spill light into the spectator areas. One of the most important areas of proper lighting at televised sporting events is the smoothness of the lighting levels (this means there are no major jumps in lighting levels when the same camera pans the field).

Effective September 1, 2002, all potential sites that submit a bid to host a future NCAA championship event must provide a professional lighting survey of their venue or arena. Some NCAA championship sites are awarded numerous years out and, therefore, the venue must provide a follow-up professional lighting survey to the NCAA four months prior to the event. Professional sports arenas that host NHL, NBA and NFL contests are exempt from this NCAA broadcasting mandate. Please remember to submit the professional light survey for your venue taken within the last two years. [NCAA Best Lighting Practices \(direct link\)](#)

MEDICAL FACILITIES

The host institution must arrange for a tournament physician, local hospital information and an athletic trainer for the tournament. Please be sure to follow all guidelines in the NCAA Sports Medicine Handbook <http://www.ncaapublications.com/productdownloads/MD13.pdf>.

SECURITY

Development and implementation of a security plan is the responsibility of the tournament management in consultation with the NCAA Division I Baseball Committee. As part of the bid materials, a host institution must have submitted their safety and security plan and a safety key contact form.

Bullpens/Dugouts/Clubhouse/Dressing Rooms/Field. Protection must be provided for each team's bullpen/dugout and clubhouse and the umpire's dressing room. Security shall also be provided in each clubhouse during the pregame, the entire game and during the postgame. Security shall also be provided on the field to the umpire crew chief, the umpire who made the call being reviewed and the Video Review Headset Assistant when using replay to review a call on the field during both the regionals and super regionals.

Impermissible Items. The stadium management is responsible for enforcing the NCAA policies in this area, which include, but are not limited to, the following:

- Noisemakers. Artificial noisemakers, air horns, cow bells, electronic instruments, etc. are not permissible. Stadium management is responsible for removing such instruments from the stadium.
- Promotional Items. Promotional items (e.g., cups, shakers, flags, etc.) with commercial slogans or identification are not allowed on the premises without the permission of the NCAA. Items such as newspapers, caps, t-shirts, etc., may not be distributed on the premises.
- Signs, Flags and Banners. It is the responsibility of the tournament management to confiscate all prohibited articles. Items that can be held by one individual, reflect good sportsmanship and do not block the view of other ticket patrons may be permitted.

SIGNAGE

Alcohol, Tobacco and Gambling Advertising. Advertising displays for liquor, tobacco, beer or wine companies, or organizations promoting gambling (including lotteries) are prohibited and shall be covered by the facility at its expense regardless of previous contractual commitments.

Commercial Identification - Permanent. All permanently affixed advertising, banners, signs or displays in the stadium proper shall be covered by the facility at its expense unless the host institution is obligated by contract for such signage. Host institutions should review the contractual obligation with the NCAA site representative(s).

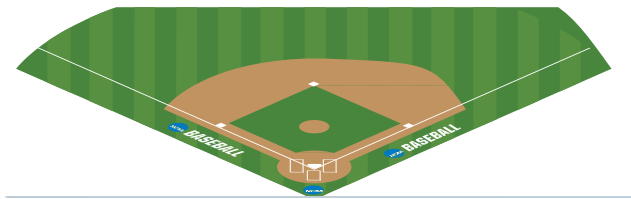
NCAA championship banners should not be placed in close proximity to any commercial identification that cannot be covered due to contractual obligation.

Commercial Identification - Temporary. The facility shall not permit any temporary banners, signs, displays or advertising to be posted, hung or displayed in the facility during any session of the tournament.

Media Banners. Television broadcast entities may display a maximum of two television banners at NCAA championship sites. The television banners may only display the name and logo of the broadcast network. Television (ESPN, ESPN2, ESPNU, Longhorn Network, etc.) may have only two banners. National radio (Westwood One) may display a maximum of one banner. Local radio or student radio may not display banners at NCAA Championships. The NCAA site representatives on site must approve of the designated location of the network banner placement. More information on NCAA media policies is available online at <http://www.ncaa.com/media>.

NCAA Signage. Each round of every NCAA championship will receive a shipment of official NCAA signage that helps identify the event as an NCAA championship. The shipment of NCAA championship signage will be sent to each promotions/marketing director as indicated on the NCAA championships online key contact form. The signage should be used to decorate the championship site. The standard NCAA signage package for the championship includes various banners and decals. While you have some discretion in determining the placement of these banners relative to the unique layout of your baseball stadium, we would like to achieve a consistent “look” among all hosts in certain areas.

- a. Behind Home Plate – To the greatest extent possible, the wall/fence/padding behind home plate should be free of any and all commercial signage. Institutional and conference signage is, of course, permitted to remain. One NCAA blue disk logo decal should be affixed to the wall/fence/padding behind home plate and slightly to the left outside of the batter’s box (when viewed from the pitcher’s mound) in a manner that makes it clearly visible from the typical centerfield television camera angle that features the pitcher, batter, catcher and umpire. It is recommended that you wait until your television partner (e.g., ESPN, regional network) arrives on site to determine the exact position of the logo, relative to the centerfield camera.
- b. Outfield Fence – To the greatest extent possible, the outfield wall/fence/padding should be free of temporary commercial signage. Institutional and conference signage is, of course, permitted to remain. The NCAA blue disk logo decals (or banners, depending on the wall surface) should be affixed to the outfield wall/fence/padding in evenly spaced increments.
- c. Sideline Bleacher Wall/Fence – In many cases, the sideline television camera that typically shows close-up shots of the batter awaiting the pitch in the batter’s box includes the fencing or the wall from the opposite side of the field in the background. To the extent possible, NCAA banners should be affixed to these walls/fences.
- d. Field Stencils – Use of specific NCAA marks is permitted (but not required) on host baseball fields during preliminary rounds of the championship. Please note that the markings must be in foul territory and the NCAA Blue Disk is the only NCAA mark that may be used. Stencils will be provided based on availability and paint for the stencils would need to be purchased by the institution via Missouri Turf Paint. If interested in applying the stencil please contact Durenka Robie at the NCAA (317-917-6825) to check availability of stencils. If stencils are available, the host will then need to order paint through NCAA vendor Missouri Turf Paint (800-426-0774). Use of the NCAA marks must conform to NCAA style guidelines (see example below).



Professional Sports. Advertising displays mentioning or promoting any professional sports organization are prohibited and shall be covered by the facility at its expense regardless of previous contractual commitments.

TELEVISION POWER REQUIREMENTS

Power, lighting and parking fees. NCAA championship venues, local organizing committees and/or host institutions/committees, shall not charge the NCAA, or any other televising entity, a fee in connection with the use of the facilities, power, lighting or television crew parking at the venue. The televising entity shall have the right to request crew parking passes that total up to fifty percent of the total television credentials needed for the event. (Example: If an ESPN baseball crew totals 40 people, then ESPN can request 20 parking passes).

Power requirements (television compound). Three dedicated services of power (all three phase and 208 volts) for mobile A-unit (400 Amps), B-unit (200 Amps) and satellite uplink truck (100 Amps) shall be available for all NCAA championships live telecasts. An area for parking the mobile unit will be available within 150 feet of the power service closest to the anticipated camera positions or announce booth. This designated area should provide enough room for two TV production trucks 65 feet long by 25 feet wide. There must be room for a third vehicle (Uplink truck) to park in close proximity (within 100 feet) to the primary mobile unit. In addition, the primary television entity must have adequate space in the television compound to install up to three production work trailers. Each trailer requires 220 volt, single phase and 100 amps per leg. If a facility meets all the requirements to host an NCAA championship, but does not have television adequate power, the host site may agree to provide necessary power by means of generators at the expense of the venue, LOC or host school.

For additional information on NCAA championship broadcasting guidelines, click on www.NCAA.com/media, then click "NCAA Broadcast Manual and Policies" web page link. Section Two in the NCAA Broadcast Manual and Policies goes into greater detail on production guidelines for host sites.

SECTION 7 – MEDIA SERVICES

MEDIA ARRANGEMENTS

A Media Coordinators Manual will be available online at <http://www.ncaa.org/championships/division-i-baseball> for the media coordinators (sports information directors) of all host institutions. This manual will provide the media coordinators with specific instructions for media arrangements (e.g., adequate press seating must be available; the host shall supply a moderator for all press conferences; ejected individuals shall not participate in postgame press conferences; when used, pool reporters get statements from the umpire-in-chief, not the NCAA site representative; and an auxiliary press area may be necessary if the permanent press box cannot accommodate the media).

As a reminder, the baseball committee has agreed to permit in-game coaches interviews by the televising entity in the fifth inning on a live or taped delayed basis, depending on the head coach's preference. These interviews will take place with the head coach remaining in the dugout and communicating with the announcers via headset communications in an effort to not delay the game.

AUDIO COVERAGE

Please refer to the NCAA Broadcasting policies and guidelines that can be found online at www.ncaa.com/media.

CREDENTIALS

The NCAA will provide credentials that will be issued to media only entities, ESPN, team and host game management. The credentials will be shipped overnight after the 16 institutions are chosen to host the Regionals and to the eight institutions that will host the Super Regionals. The NCAA will also provide the labels for media agencies names to be placed on the credentials. Please see the Media Coordinators Manual online at <http://www.ncaa.org/championships/division-i-baseball> for more details on credentials. This is what will be sent to each site.

The regional shipment includes:

- 50 “All Access” credentials (for umpires, etc.)
- 50 “ESPN” credentials
- 200 “Event Management” credentials
- 250 (12 sites) or 300 (four sites) “Media” credentials
- 200 “Team” credentials (35 per team for official travel party and extras if needed)
- 750-800 black double-hook lanyards
- 750 labels for credential personalization (25 sheets of Avery 5160)
- 12 yellow “Team Videographer” armbands
- 12 yellow “Team Photographer” armbands
- 50 orange “Championships” armbands
- Five credentials boards (PDF will be emailed if additional copies are needed)

The super regional shipment includes:

- 30 “All Access” credentials (for umpires, etc.)
- 50 “ESPN” credentials
- 200 “Event Management” credentials
- 250 (four sites) or 300 (four sites) “Media” credentials
- 100 “Team” credentials (35 per team for official travel party and extras if needed)
- 650-700 black double-hook lanyards
- 750 labels for credential personalization (25 sheets of Avery 5160)
- 12 green “Team Videographer” armbands
- 12 green “Team Photographer” armbands
- 50 aqua “Championships” armbands
- Five credentials boards (PDF will be emailed if additional copies are needed)

In addition to what is listed above, the host institutions will be required to create VIP passes for host institutional operations staff (regular season credentials may be used) and participating teams. Each participating team will be provided five all-access/VIP passes beyond the 35-person roster.

NCAA policy prohibits the issuance of media credentials to the representatives of any organization that regularly publishes, or otherwise promotes the advertising of, “tout sheets” or “tip sheets,” or other advertising designed to encourage gambling on college sports events. The policy also prohibits the issuance of credentials to professional scouts.

Working credentials should not be mailed. The media coordinator should issue credentials individually at a designated headquarters hotel or other appropriate site. A photo ID or some other type of positive identification should be required to pick up credentials.

IN-GAME INTERVIEWS

All coaches shall be available for interviews. ESPN will be permitted to do in-game interviews with coaches in the fifth inning on a live or tape delayed basis, depending on the coach’s preference. These interviews will take place with the head coach remaining in the dugout and communicating with the announcers via headset communication in an effort to not delay the game.

INTERVIEW POLICIES

All coaches and student-athletes shall be available for interviews. However, if a member of the coaching staff or a student-athlete is ejected during the course of the game, the individual(s) will not participate in the press conference.

The sports information director representing each participating institution, working with the media coordinator, should designate an individual to escort the coach and student-athletes to the interview area after a 10-minute cooling-off period.

All locker rooms should be open to the media after a 10-minute cooling-off period. The timetable begins when the coach enters the locker room or takes his team to a private area on or near the field (e.g., the outfield) immediately after the game.

The postgame press conference format shall specify that the losing coach and student-athletes are scheduled in the interview room before the winning coach and a minimum of two student-athletes and maximum of three student-athletes must also participate.

The interview with the losing team generally should not exceed 10 minutes.

EXCEPTION 1: After an elimination game, at the discretion of the host media coordinator and the NCAA site representatives, the winning team may have their postgame press conference first, followed by the losing team.

EXCEPTION 2: After Game 5 of the current regional format, the winning team, which is scheduled to play Game 6 **IMMEDIATELY** following (within a minimum of 55 minutes of the conclusion of the previous contest), shall go first. In this scenario, only the head coach and starting pitcher for the team winning Game 5 will be required to come to the interview room. Both participating SIDs and both head coaches should be made aware of the change in postgame order prior to Game 5.

Additionally, if weather causes any disruption in the schedule that would cause a team to play back-to-back games at any point in the regional, the team that must play back-to-back games will be allowed to take part in the postgame press conference first and only the head coach and starting pitcher will be required to attend the postgame press conference.

Regardless of any personal regular-season radio or television contract(s), the coach first is obligated to the entire press staffing the tournament and must report to the interview room immediately after the 10-minute cooling-off period expires. The losing coach cannot delay a postgame interview with the covering media to conduct a program for a single newspaper, radio or television reporter. After fulfilling all commitments to the press staffing the tournament, the losing coach and student-athletes may participate in special interviews.

The winning coach may do a two-minute radio spot with the institutional radio prior to the press conference.

Coaches and student-athletes should not be made available to selected media representatives prior to the conclusion of the 10-minute cooling-off period. The losing coach and student-athletes may, however, immediately report to the interview room and be available to all media representatives staffing the championship. Should a coach permit one media representative to enter the dressing room before the 10-minute cooling-off period has expired, the dressing room will be open to all other media representatives desiring access to the area.

The only exception to this policy is a network or station that has purchased rights to a regional or super regional game is permitted a four-minute period immediately after the game to conduct postgame interviews. This does not mean four minutes per person, but four total minutes for all individuals interviewed. The media coordinator or designee has the responsibility to terminate the four-minute interview period, not the network/station that has purchased rights.

LIVE VIDEO STREAMING RIGHTS POLICY

For the 2019 championship, live video streaming will not be allowed during the championship as the ESPN family of networks will televise all regional and super regional games. All regional games will be on ESPN2, ESPNU, ESPN3 or Longhorn Network. All super regional games will air either on ESPN, ESPN2 or ESPNU.

PRE-REGIONAL/-SUPER REGIONAL PRESS CONFERENCES

A pre-regional press conference with all four head coaches or super regional press conference with both head coaches may be administered at regional and super regional sites, but it is not a requirement. No student-athletes are required to attend this press conference.

TELEVISION

All regional and super regional-round games will be covered on an ESPN platform (ESPN, ESPN2, ESPNU or ESPN3), on the Longhorn Network (LHN) or the SEC Network (SECN).

The Longhorn Network shall only broadcast regional games featuring the University of Texas (should Texas be selected to participate in the championship). Those games broadcast by LHN will be available exclusively on LHN within the state of Texas. Outside of the state of Texas, those LHN games will be available via ESPN3. Additionally the SEC Network shall only broadcast regional games featuring SEC teams. Those games broadcast by SECN will be available either 1) exclusively on SECN; or 2) on SECN in the SEC footprint exclusively and ESPN3 outside of the footprint.

SECTION 8 – MARKETING AND PROMOTIONS

CONTACTS

The host institution should designate a marketing contact or marketing team for the championship. This person should be familiar with marketing strategies that have worked in the community where the championship will be held to sell tickets and drive attendance. It is the primary responsibility of the marketing contact to work closely with the NCAA Championships Marketing contact to create and implement the championship marketing plan. While many host institutions may have a marketing contact in the athletics department, this individual may also be from the local organizing committee, convention and visitor's bureau, sports commission or a combination thereof. Contact information for the designated marketing contact(s) should be submitted through the Key Contact portion of the Host Reporting System.

EXPECTATIONS

- Know the marketing budget. The NCAA championship tournament manager on your campus or the NCAA Championship Manager can communicate your marketing budget.
- Develop marketing goals. The primary focus should be driving ticket sales and attendance at the championship.
- Map out the timeframe to market the championship.
- Determine how to best use the marketing materials provided by the NCAA.
- Establish grassroots initiatives to implement in your local and regional communities.
- Explore opportunities with traditional media (print, radio and television) in your area.

MARKETING PLAN

Host institutions/conferences shall establish a marketing plan in coordination with the NCAA Championships Marketing contact. All marketing plans, marketing budgets and collateral must be approved by the NCAA Championships Marketing contact prior to implementation. Best practices and key tactics for promoting non-predetermined championships are attached. Any questions related to marketing can be directed to Sean Ward (sward@ncaa.org).

MARKETING COLLATERAL

NCAA Championships Marketing Portal. The NCAA Championships Marketing Portal is a comprehensive tool designed to help hosts create marketing materials designed to drive attendance and ticket sales for the championship. The NCAA Championships Marketing Portal can be accessed at NCAACHampsPromotion.com.

Championship hosts should customize and download all necessary artwork to promote the championship from the portal. Hosts should make every effort to use the artwork provided, produce the items locally and obtain reimbursement for production costs, up to the reimbursable allocation provided for the championship round you are hosting.

Each NCAA Championships host marketing contact and tournament manager will receive an email with the username, password and specific marketing budget allocated for the championship you are hosting. **The reimbursement amount is separate from, and in addition to, the marketing/promotions budget allocated by host institutions through the championship bid process and approved through the Host Reporting System by the Championship Administrator.** Please contact ncaachampspromotions@ncaa.org if you are unable to locate this information or have additional questions.

Customizable artwork templates and marketing resources available on the NCAA Championship Marketing Portal include:

- PRINT
 - Poster
 - Flyer
 - Print Ad
 - Table Tent
- DIGITAL
 - Email Blast
 - Banner

- Social Media Graphics
- OUTDOOR
 - Billboard
 - Banner
 - Video Board
- RESOURCES
 - Marketing Best Practices
 - Social Media Guidelines

If you have artwork needs and/or sizing which may not be available on the NCAA Championships Marketing Portal, you may submit a special request through the portal. Any additional questions can be directed to ncaachampspromotions@ncaa.org. **All requests** – artwork and reimbursement – must be approved by the national office staff before you proceed. Artwork requests and approvals will be managed through the portal. If you do not have a local print vendor, a list of NCAA preferred vendors is available within the portal.

Collateral should not be created outside of the NCAA Championships Marketing Portal. The portal ensures proper usage of NCAA logos, trademarks, and championship photos, as well as ensures consistent branding across each championship round and all 90 NCAA Championships.

NCAA APPLICABLE BYLAWS - MARKETING

NCAA Division I Bylaws that pertain to NCAA Championships promotions.

12.5.1.1.1 Promotions Involving NCAA Championships, Events, Activities or Programs. The NCAA [or a third party acting on behalf of the NCAA (e.g., host institution, conference, local organizing committee)] may use the name or picture of an enrolled student-athlete to generally promote NCAA championships or other NCAA events, activities or programs. (Adopted: 8/7/03)

12.5.1.8 Promotion of NCAA and Conference Championships. The NCAA [or a third party acting on behalf of the NCAA (e.g., host institution, conference, local organizing committee)] may use the name or picture of a student-athlete to generally promote NCAA championships. A student-athlete's name or picture may appear in a poster that promotes a conference championship, provided the poster is produced by a member that hosts a portion of the championship or by the conference. (Adopted: 1/11/89, Revised: 8/7/03)

12.6.1.8 Reciprocal Marketing Agreements – Sports Other Than Football and Men's Basketball In sports other than football and men's basketball, an institution's marketing department may enter into a reciprocal contractual relationship with a professional sports organization for the specific purpose of marketing and promoting an institutionally sponsored sport. (Adopted: 4/29/04 effective 8/1/04, Revised 2/17/12)

13.4.3.3 NCAA or Conference Championship Posters. An institution hosting an NCAA or conference championship may produce a poster promoting the championship and send it to a high school coach and/or his or her educational institution. It is not permissible to send such a poster to a prospective student-athlete. (Adopted: 10/28/99, Revised: 4/6/00, 1/10/05 effective 8/1/05)

13.4.3.3.1 NCAA or Conference Championship Promotional Materials. The NCAA or member conference [or a third party acting on behalf of the NCAA or member conference (e.g., host institution, host conference, or local organizing committee)] may produce and provide championship-promotional materials to any individual or group, provided the materials: (Adopted: 1/10/05)

- (a) Are solely for the purpose of promoting the championship event rather than the host institution, and use factual information (e.g., date, time, location, identification of host school/conference, ticket information, photos of previous championships);
- (b) Are not sent exclusively to prospective student-athletes;
- (c) Are available to the general public; and

(d) Do not promote the institution's athletics program.

13.1.8.5 NCAA Promotional Activities Exception. An institution's coach may participate in NCAA promotional activities (e.g., autograph sessions, fan festivals and opening ceremonies) at NCAA championship events, provided contacts with prospective student-athletes are not prearranged and recruiting activities do not occur. (Adopted: 4/28/05)

SOCIAL MEDIA GUIDELINES

Host institutions/conferences may use already established social media accounts (e.g., Facebook, Twitter, etc.) as a platform to promote the hosting of an NCAA championship. However, host institutions/conferences should use marketing messages and assets supplied from or approved by the NCAA (links, web banners, flyers, updates, etc.). If the championship does not have an official NCAA social media page, a host is NOT permitted to create a social media page. The NCAA will make efforts to promote this championship on the established pages, as appropriate. Please refer to NCAA.org/socialmedia for a listing of official NCAA social media accounts.

CHAMPIONSHIP LOGO

The official NCAA championship logo is provided so that you may assist the NCAA in publicizing the championship. The logo should be used as a part of all materials that are produced to promote the championship. NCAA Championship logos are available online at www.ncaalogos.com. If you have not previously registered as a new user on ncaalogos.com, please do so in order to access the logos in the logo library. Please contact Durenka Robie at 317-917-6825; drobie@ncaa.org for any questions concerning the NCAA logo library.

PUBLIC ADDRESS AND TEXT BOARD ANNOUNCEMENTS

Public Address and Text Board Announcements. In an effort to both promote and inform, hosts should use public address and text board announcements regarding the NCAA and our championships. Hosts with video board capabilities will receive a separate package of video board content as well as public address messages from NCAA partner, Van Wagner Sports & Entertainment. For those hosts without video board capabilities, they will receive a script that includes public address and text board announcements. The script also includes fast facts about the NCAA and provides recognition for NCAA Corporate Champions and Partners. These messages should be woven into the in-game announcements during the tournament, preferably once per game.

SECTION 9 – TICKETS

PITCH CHARTING SEATS

For both the regional and super regional round, the host institution shall reserve two seats (per team) behind home plate for team personnel of the two teams participating in the game to chart pitches. These seats should not be ticketed and should be clearly marked so they are easily identifiable.

REGIONAL NON-COMPETING TEAM SEATING

If possible, a seating area for non-competing teams in the regional should be available.

SCOUTING SEATS

During the regional round, the host institution shall also reserve two seats (per team) for the non-participating team(s) behind home plate for scouting purposes. These seats should not be ticketed and should be clearly marked so they are easily identifiable.

STUDENT-ATHLETE GUEST TICKETS

The provisions of NCAA Bylaw 16.2 shall be followed. Each participating institution may purchase up to six tickets for each team member, regardless of whether the individual competes in the championship. (IMPORTANT: These tickets should be taken from the team ticket allotment noted in the “Tickets For Visiting Teams” section below.). The individual using the complimentary admission must present identification to the person supervising the use of the pass list at the admission gate. The individual then shall be provided a ticket stub or other identification of a specified reserved seat or seating area or treated as a general-admission ticket holder.

TICKETS FOR VISITING TEAMS

Two hundred (200) tickets must be held for each visiting team at regional competition for the games in which that team participates. All of these tickets must be in an area between first and third bases. At super regional competition, 600 tickets must be held for the visiting team in an area between first and third bases. The tickets must be held until 10 a.m. local time on the day of the game for the participating team(s) for the games in which they participate in the regionals and super regionals. A stadium map denoting the locations of these tickets must be uploaded to the Championships Host Bid portal (<https://championships.ncaa.org>) by the end of the day Friday, May 17.

TICKET PRICES

Minimum ticket prices for regional competition shall be \$8 for reserved, \$6 for general admission, \$4 for students and \$9 for box seat tickets. Minimum ticket prices for super regional tournaments are \$10 for reserved, \$7 for general admission and \$4 for student tickets. The NCAA national office must approve all ticket prices.

SECTION 10 – MEDICAL

ATHLETIC TRAINING

Appropriate athletic training facilities should be available on-site for the teams.

Athletic trainer(s) shall be available in the athletic training facility and assist the participating institutions' sports medicine staff. Athletic trainer(s) shall be on-site for each scheduled practice or competition. Physician(s) shall be on-call or on-site for all practice and game days. When applicable, the host institutions shall provide specialty physicians (e.g., dermatologists, orthopedic, ophthalmologist), dentist, x-ray technicians, emergency medical technicians (EMTs) or licensed massage therapists.

CONCUSSION MANAGEMENT

A concussion is a brain injury that may be caused by a blow to the head, face, neck or elsewhere on the body with an "impulsive" force transmitted to the head. Concussions can occur without loss of consciousness or other obvious signs. A repeat concussion that occurs before the brain recovers from the previous one (hours, days or weeks) can slow recovery or increase the likelihood of having long-term problems. In rare cases, repeat concussions can result in brain swelling, permanent brain damage and even death.

NCAA legislation requires all active member institutions to have a concussion management plan for their student-athletes. The legislation notes, in part, that a student-athlete who exhibits signs, symptoms or behaviors consistent with a concussion shall be removed from athletics activities (e.g., competition, practice, conditioning sessions) and evaluated by a medical staff member (e.g., sports medicine staff, team physician) with experience in the evaluation and management of concussions; a student-athlete diagnosed with a concussion is precluded from returning to athletics activity for at least the remainder of that calendar day; and medical clearance for return to athletics activity shall be determined by the team physician or the physician's designee from the student-athlete's institution. In the absence of a team physician or their designee, the NCAA tournament physician will examine the student-athlete and will determine medical clearance.

Participating institutions shall follow their concussion management plan while participating in NCAA championships. If a participating team lacks appropriate medical staff to activate its concussion management plan, the host championship concussion management plan will be activated. Additional guidance on the recommended content of a concussion management plan can be found in the Concussion Safety Protocol Checklist, which can be found here: http://www.ncaa.org/sites/default/files/2017SSI_ConcussionSafetyProtocolChecklist_20170322.pdf

For further details please refer to the "NCAA Sports Medicine Handbook Guideline on Concussions" online at <http://www.ncaa.org/health-and-safety/medical-conditions/concussion>.

MEDICAL EXAMINATIONS

As the event sponsor, the NCAA seeks to ensure that all student-athletes are physically fit to participate in its championships and have valid medical clearance to participate in the competition. The NCAA tournament physician, as designated by the host school, has the unchallengeable authority to determine whether a student-athlete with an injury, illness or other medical condition (e.g., skin infection) may expose others to a significantly enhanced risk of harm and, if so, to disqualify the student-athlete from continued participation. For all other instances, the student-athlete's on-site team physician can determine whether a student-athlete with an injury or illness should continue to participate or is disqualified. In the absence of a team physician, the NCAA tournament physician will examine the student-athlete and has valid medical authority to disqualify him if the student-athlete's injury, illness or medical condition poses a potentially life threatening risk to himself. The chair of the governing sport committee (or a designated representative) shall be responsible for administrative enforcement of the medical judgment, if it involves disqualification.

MEDICAL FACILITIES

The host institution must arrange for a tournament physician, local hospital information and an athletic trainer for the tournament. Please be sure to follow all guidelines in the NCAA Sports Medicine Handbook <http://www.ncaapublications.com/productdownloads/MD13.pdf>.

SECTION 11 – DRUG TESTING

ANNOUNCEMENT

Please read the following announcement at the administrative meeting:

NCAA drug-testing is a possibility at any and all NCAA championship rounds and sites. However, as a best practice, the NCAA will not announce whether or not drug testing will occur at any specific venue.

Although knowing prior to competition whether NCAA drug testing was to occur had value for reasons of convenience, it left open the possibility that student-athletes might be tempted to use banned substances if they knew that NCAA testing was not being conducted at the site of competition.

Therefore, all coaches and student-athletes should presume that NCAA drug testing will occur at this championship event. Please inform your student-athletes that in the event they are notified of their selection for drug testing, the student-athlete must inform an official representative from your institution (e.g., coach, athletic trainer) before proceeding to the drug-testing site.

DRUG TESTING PROCESS

Student-athletes are drug tested through urinalysis and must provide a specimen in view of a drug-testing collector of the same gender. The length of the collection process depends on the student-athlete's ability to provide an adequate specimen. If a student-athlete provides an adequate specimen immediately upon arriving in the drug-testing area, the entire process can be completed within 20 minutes. If the student-athlete is unable to provide an adequate specimen, he must remain in the drug-testing area until one is provided. There is no maximum allotted time for a student-athlete to provide an adequate specimen.

MEDIA OBLIGATIONS FOR STUDENT-ATHLETES SELECTED FOR TESTING

Each team is provided a postgame cool-down period. At the conclusion of the cool-down period, a member of the drug-testing crew will notify the student-athletes who have been selected for testing. Notification may take place in the locker room (if applicable) or on the field of play. If a selected student-athlete is scheduled to participate in any postgame news conference, he is required to attend the news conference first. The student-athlete will be escorted to the drug-testing area after all of his media obligations have been fulfilled.

NEXT DAY TESTING

If competition begins at 10 p.m. or later (local time), both teams will be given the option to defer testing until the next morning. If a team decides to test the next morning, that determination must be confirmed by the institution no later than immediately following the contest. If deferred until the following day, the testing must begin no later than noon (local time) at the original test site.

Once testing has begun, testing must be completed and cannot be deferred until the next morning.

NOTIFICATION - HOST INSTITUTION

The institutional representative will be notified of drug testing no sooner than two (2) hours prior to the start of the game by the drug-testing crew chief. After the game, a member of the drug-testing crew will provide the institutional representative with the names of the selected student-athletes.

NOTIFICATION - SELECTED STUDENT-ATHLETES

Immediately after any established NCAA cool-down period, a member of the drug-testing crew will notify student-athletes selected for drug testing. Each student-athlete will be instructed to read and sign the Team Championship Student-Athlete Notification Form. The notification form will instruct the student-athlete to report to the testing room within 60 minutes, unless otherwise directed by the crew member. An institutional representative must be present in the drug testing venue.

PROLONGED TEST

If the student-athlete's team must depart the championship prior to a student-athlete completing drug testing, an institutional representative must remain with the student-athlete. If the student-athlete and/or institution incur

additional expenses because of the delay (e.g., hotel, transportation back to campus, etc.), the institution may request reimbursement from the NCAA.

REIMBURSEMENT/BUDGET

See pages 20-21 of the site-coordinator manual for the Drug Testing - Proposed Budget. On notification that your site has been selected for testing, please complete and fax this budget to the National Center for Drug Free Sport, Inc. (816-285-1439).

SITE COORDINATOR MANUAL

Please review the drug-testing site-coordinator manual that is available on the NCAA website at:

http://www.ncaa.org/sites/default/files/2017-18SSI_Drug-TestingChampionshipSiteCoordinatorManual_20170918.pdf

The NCAA is dedicated to fair and equitable competition throughout each round of the championship and strongly supports the drug-testing program in order to safeguard the health and safety of the participating student-athletes.

SECTION 12 – LODGING, PER DIEM AND TRANSPORTATION

LODGING

Team. The tournament manager must make tentative housing arrangements for each visiting team. All hotels used should be of equal quality. It is ideal and the committee recommends that, whenever possible, teams shall be assigned to separate hotels for regional and super regional competition. A minimum of 25 rooms must be reserved for each team through the final possible night of competition at your site. All rooms should be held until the team(s) checks out and then, and only then, should they be made available to the general public. It should be understood by the hotel that any rooms released by a participating team after it has been eliminated from the tournament should not be the financial responsibility of that team or the host institution. The visiting teams will be responsible for confirming the final arrangements, but the host institution shall provide the rates and the name of the contact person during the administrative conference call.

Only if it obtains a written release from the hotel general manager before 5 p.m. on practice day may a participating institution be released from all or a portion of its room obligation. The hotel is under no obligation to provide this release. The institution must file a copy of the written release with the NCAA site representatives. Unless approved by the NCAA in advance, an institution is precluded from relocating to a hotel where another institution or umpires may have been assigned.

Umpires/NCAA Site Representatives. The tournament manager must make single-room reservations for six umpires at regionals, four umpires at super regionals and the NCAA site representative(s) in one facility comparable to the team hotels, but separate from the teams. Arrangements should be made to have lodging expenses, less incidentals, direct-billed to the host institution. These expenses should be budgeted for and included as expenses in your proposed budget.

Lodging Letter of Intent Template. The [NCAA Baseball Regional and Super-Regional Bid Information and Checklist](#) document contains a lodging letter of intent form that can be used by the host institution to help secure the required room blocks with the local hotels.

OFFICIAL TRAVEL PARTY SIZE

The official travel party is limited to a maximum of 35 individuals.

PER DIEM

The following general transportation per-diem allowance policies will apply:

- a. The NCAA Division I Competition Oversight Committee has determined that the per-diem allowance for the 2019 NCAA Division I Baseball Championship will be \$150 per day.
- b. Per diem will be provided only for the official traveling party of 35 persons for regionals and super regionals as approved by the NCAA Division I Council.
- c. If either a host institution's on-campus dining or residence facilities are open and available to student-athletes, the host institution shall receive one-half day per diem for each day the institution competes. If the host institution's campus dining and residence facilities are both closed, the institution shall receive the full per-diem allowance for each day the institution competes and each day between competitions. This policy also shall apply to competing institutions located in the same metropolitan area as the championship site (i.e., those located within 25 miles of the site). In addition, host institutions or institutions within 25 miles of the site are not eligible for ground transportation reimbursement. Teams should contact GO Ground Options at 866-386-4951 if they have any questions about coordinating their ground transportation needs.
- d. The team travel and expense forms with instructions for all rounds of the championship may be found on the NCAA website in the championship information section:

<http://www.ncaa.org/championships/travel/championships-travel-information>.

These forms are to be completed and returned to the NCAA national office within 30 days following the competition. If you have trouble accessing the forms, contact the NCAA travel department (317-917-6757).

Teams and/or individuals should provide themselves sufficient money to meet all expenses throughout the tournament, including ground transportation, lodging, meals and other miscellaneous expenses.

RENTAL VEHICLES

Officials and NCAA Site Representatives. The NCAA will pay for the rental of cars for a predetermined number of game officials and NCAA site representatives. The officials and site representative(s) who have been approved to rent cars will need to make their rental car arrangements through Short's Travel Management (866-821-8547). Short's will book their rental car reservation using Enterprise Rent-A-Car or National Rental Car. When using Enterprise or National, a direct bill to the NCAA will be set up to pay for the charges. In the event that Enterprise or National is not available in the particular area, another rental car company can be used. If another company is used, the official/site representative(s) should pay for the charges and submit the receipt to the NCAA along with their expense reimbursement form.

The NCAA national office shall explain the above procedure in advance to NCAA site representative(s) and the designated officials. In addition, host institutions should review the procedure and reimbursement process with each individual during the administrative meeting.

Championship Participants. The host institution shall not provide courtesy cars for any participating team in the regionals and super regionals.

SHORT'S TRAVEL MANAGEMENT

The participating institution shall be completely responsible for making its own travel reservations in accordance with the following:

The NCAA's official travel agency for the tournament is Short's Travel Management, which can be reached at 866-655-9215. Institutions can also enter the travel manifest and other travel party information through the travel portal at www.shortstravel.com/ncaachamps.

The NCAA has adopted the following policies with respect to the travel and expenses incurred by the competing institution: (NCAA Travel Policies https://ncaaorg.s3.amazonaws.com/championships/resources/travel/2018-19DICamps_TravPolicies.pdf)

1. **Air Travel.** For all Division I championships except men's and women's basketball, any team that is located less than 400 miles from the site of competition will be required to drive. Mileage is calculated using the NCAA's mileage calculator, which can be accessed through the online reimbursement system.

All airline reservations shall be made through Short's Travel Management (866-655-9215) in order to receive the NCAA guarantee for air travel. The NCAA pays for the airline tickets for the official travel party (35), which includes the student-athletes competing on the official roster (27).

If an institution is eligible to use air transportation, they may choose to drive to the site of competition due to difficulties in arranging air travel. Should this occur, the institution will be reimbursed the lesser of what airfare would have cost, or the eligible ground transportation. For team sports, eligible ground transportation is the actual costs for the allowable number of buses.

If reasonable commercial flight options are not available, charter options will be pursued by Short's. The NCAA director of travel has the final authority to determine if a commercial flight option is reasonable. If a reasonable commercial option is available but an institution chooses to fly by charter, the institution will be responsible to reimburse the NCAA for the difference between the commercial flight and the charter flight. Those costs will be disclosed to the institution prior to booking any flight. All charter flights for a team's participation in an NCAA championship must be arranged through Short's. Please note, charter service to championships is limited. Institutions should be prepared to adjust departure and return time, to book commercial reservations, or to split the traveling party. If an institution elects to take more travelers than

allowed by policy, the institution must pay for additional passengers above the official travel party size. For commercial flights, that cost will be the actual cost charged by the airline. For charter flights, the institution will be charged a maximum of \$350, one way, per additional person.

2. **Hub Rule.** If an institution is eligible to use air transportation to the site of the championship, and there is a major airport located within 150 miles of the championship site, then the participating institution is required to fly into/out of that airport and utilize ground transportation to and from the site of competition. This also applies if the originating airport is located within 150 miles of the participating institution's campus. This policy only applies when airfare is less expensive from the more distant airport. In addition, the NCAA travel staff will have the discretion to increase the hub rule mileage if necessary and reasonable. In addition, the NCAA travel staff will have the discretion to increase the hub rule mileage if necessary and reasonable.

If an institution is eligible to use air transportation, they may choose to drive to the site of competition due to difficulties in arranging air travel. Should this occur, the institution will be reimbursed the lesser of what airfare would have cost, or the eligible ground transportation. For team sports, eligible ground transportation is the actual costs for the allowable number of buses.

3. **Ground Transportation.** when institutions are required to travel by ground transportation to the site of competition, the NCAA has created a ground transportation program, managed by GO GROUND. Institutions are required to use GO GROUND for all ground transportation reimbursable by the NCAA.

The NCAA will pay for charter bus services directly. Institutions will not have to seek reimbursement for the ground transportation costs that are reimbursable under the NCAA travel policy. For the charter bus costs that are not covered by the NCAA travel policy, an institution will have the option, at its own expense, to use the charter bus services contracted by GO GROUND. Institutions will be required to pay for those services at the time the reservations are made with GO GROUND.

Under NCAA travel policies, the following is reimbursable:

- Teams that are required to drive to the site of competition (and the site is more than 25 miles from campus):
 - o The NCAA will reimburse the actual costs of the bus for the round trip from campus to the site of competition, including all days at the site.
- Teams that fly to the site of competition:
 - o If campus is 25 miles or more from the departure airport, the NCAA will pay the cost of the airport transfers, both on departure and on return.

If the arrival airport is 25 miles or more from the site of competition, the NCAA will pay the cost of the bus for the day the team arrives and the day the team departs. Any days in between are considered local transportation and are at the expense of the institution.

If either of the legs described above are less than 25 miles, no reimbursement will be made as local transportation is at the cost of the institution.

Institutions can contact GO GROUND at 866-386-4951. Their online ground transportation portal can be accessed at www.gochampionships.com. The username and password is the same as that used for the Short's Travel portal.

4. **Local Transportation.** Local transportation must be paid by the institution. Transportation between the team's hotel and the competition or practice site is considered local transportation. If the competition site is within 25 miles one way, any transportation costs are the responsibility of the institution.

In addition, host institutions, or institutions within 25 miles one way of the competition site, are not eligible for ground transportation reimbursement.

5. **Vacation Period/Outside Regular Academic Year.** For championships conducted during an institution's vacation period or after the regular academic year, the travel guarantee applies to the round trip cost of a student-athlete's expenses from either their home or campus directly to the championship site. Student-athlete's who wish to deviate from this will be required to pay any additional costs to do so. The round trip rate used to determine additional costs will be based on where the student-athlete begins their trip (i.e., home or campus).

The institution is responsible for any additional expense incurred if a non-athlete who is a member of the official traveling party does not travel from campus to the site of competition and back to campus after the championship. The NCAA travel guarantee would apply only to the cost of round trip transportation from campus to the site of competition if the non-athlete does not travel from or return to campus.

6. **Baggage Expenses.** The NCAA will reimburse the cost of baggage fees for institutions that fly to the site of competition. While we encourage institutions to take as few bags as possible, a maximum of two bags per allowable traveler, including any oversize and/or overweight fees will be reimbursed. Institutions will have to pay these baggage fees when checking in at the airport and claim them as a miscellaneous expense in the online expense system.

The NCAA does not cover any costs related to seat fees charged by commercial airlines. This includes, but is not limited to, charges for priority boarding, pre-assigned seats, premium seats, etc. Any institution who chooses to purchase these services does so at their own expense.

Except for travel related to the men's or women's golf championships, the NCAA will not reimburse any costs for baggage fees or shipping costs for golf clubs. In addition, when traveling by charter, teams will not be permitted to carry golf clubs on the charter aircraft as checked baggage. Any traveler wishing to take golf clubs will be responsible for baggage fees or shipping costs and will need to make those arrangements on their own.

As part of the allowable baggage policy, each team will be allowed one massage/athletic training table. This means an institution may choose to check a massage/athletic training table as one of its two allowable bags per person and the NCAA will reimburse the cost. Any baggage fees for additional massage/athletic training tables will not be reimbursed. For teams traveling by charter, only one massage/athletic training table per team, per gender will be allowed on the aircraft. Any institution wishing to take additional massage/athletic training tables will need to ship those at their own cost.

7. **Charter.** If reasonable commercial flight options are not available, charter options will be pursued by Short's. The NCAA director of travel has the final authority to determine if a commercial flight option is reasonable. If a reasonable commercial option is available but an institution chooses to fly by charter, the institution will be responsible to reimburse the NCAA for the difference between the commercial flight and the charter flight. Those costs will be disclosed to the institution prior to booking any flight. All charter flights for a team's participation in an NCAA championship must be arranged through Short's.

If an institution elects to take more travelers than allowed by policy, the institution must pay for additional passengers above the official travel party size. For commercial flights, that cost will be the actual cost charged by the airline. For charter flights, the institution will be charged a maximum of \$350, one way, per additional person. Please note, charter service to championships is limited. Institutions should be prepared to adjust departure and return time, to book commercial reservations, or to split the traveling party.

Any institution which travels by charter is expressly prohibited from advertising the sale of seats on that charter in any form. This includes email, website, newspaper, television, radio, etc. Advertising seats on a charter changes the designation of the charter in the eyes of the Department of Transportation. Due to time constraints in arranging NCAA charter flights, any charter that is found to have been advertised will be cancelled. The team involved will then be required to travel by commercial air and to reimburse the NCAA for any cancellation fees related to the cancelled charter.

Institutions which travel by charter are responsible for ensuring all members of their travel party meet the definition of "bona fide member" of their organization, as defined by Title 14 of the Code of Federal Regulations, Part 212.5.

8. **Flight Options.** Flight options, both commercial and charter, are limited due to the quick turnaround time of championship travel and the seasonality of NCAA championships. Institutions that fly should be prepared to have connecting flights, split their travel party and depart early in the morning or late in the evening. The NCAA national office travel staff is responsible for making the determination of what should be considered reasonable options for the official traveling party.
9. **25 Mile Radius.** Neither host institutions nor institutions located within 25 miles of the competition site are eligible for any transportation reimbursement.
10. **Per Diem.** Per diem (\$150) will be paid for the allowable travel party (35). Unless the competition site is located in one of the 16 NCAA high cost city list in which the rate is \$220. The per diem rate and allowable days can be found in the NCAA travel policies. Additional policies regarding per diem can be found online at <http://www.ncaa.org/championships/travel/championships-travel-information>.
11. **Expense Reimbursement.** Expense reimbursement for participation in the championship shall be filled through the NCAA online system. The Travel Expense System (TES) can be found at <https://web1.ncaa.org/TES/exec/login?js=true>.

All institutions, including hosts, must complete the online reimbursement process in order to receive the appropriate reimbursement.

12. **Travel Exceptions.** Be advised that if extraordinary circumstances may warrant an exception to the travel policies, you must contact the NCAA travel department for approval PRIOR TO confirming any travel arrangements. The travel group can be reached at 317-917-6757, or by email at travel@ncaa.org.

Requests for additional per diem can be made through the online reimbursement system, TES.

SECTION 13 – EXPECTATIONS AND GUIDELINES

ETHICAL BEHAVIOR BY COACHES

Members of the coaching profession have certain inherent obligations and responsibilities to the profession, to the student-athletes and to all those with whom they come into contact. Coaches are expected to be role models who conduct themselves with integrity and high ethical standards at all times.

The words and actions of a coach carry tremendous influence, particularly on the young people under his or her direction. It is, thus, imperative that he or she demonstrate and demand high principles of sportsmanship and ethical behavior.

MISCONDUCT

Misconduct in an NCAA championship is any act of dishonesty, unsportsmanlike conduct, unprofessional behavior or breach of law, occurring from the time the championship field is announced through the end of the championship, that discredits the event or intercollegiate athletics. A governing sport committee may assess a penalty (financial or otherwise) against an institution for failure of any of its representatives to adhere to the policies and procedures governing championship administration.

SPORTSMANSHIP

The primary goal of the rules is to maximize the safety and enjoyment of the student-athlete. Sportsmanship is a key part of that goal. Sportsmanship should be a core value in behavior of players and bench personnel, in crowd control by game management and in the officials' proper enforcement of the rules governing related actions.

SPORTS WAGERING

Sports wagering includes placing, accepting or soliciting a wager (on a staff member's or student-athlete's own behalf or on the behalf of others) of any type with any individual or organization on any intercollegiate, amateur or professional team or contest. Examples of sports wagering include, but are not limited to, the use of a bookmaker or parlay card; internet sports wagering; auctions in which bids are placed on teams, individuals or contests; and pools or fantasy leagues in which an entry fee is required and there is an opportunity to win a prize.

The current NCAA legislation against sports wagering prohibits NCAA student-athletes, member institutions' athletics staff and non-athletics staff with athletics responsibilities, and conference office staff from participating in sports wagering activities or providing information to individuals involved in or associated with any type of sports wagering activities concerning intercollegiate, amateur or professional athletics practice or competition in a sport in which the NCAA conducts championship competition, in bowl subdivision football and in emerging sports for women.

A wager is any agreement in which an individual or entity agrees to give up an item of value (e.g., cash, shirt, dinner, etc.) in exchange for the possibility of gaining another item of value.

A student-athlete found in violation of the prohibition against knowingly participating in any sports wagering activities or providing information to individuals involved in or associated with any type of sports wagering activity that involves intercollegiate, amateur or professional athletics competition shall be ineligible for further intercollegiate competition, subject to appeal to the Committee on Student-Athlete Reinstatement for restoration of eligibility.

In championships in which a bracket format is used, student-athletes, coaches and administrators may not participate in bracket competitions where there is both a required entry fee and an opportunity to win a prize. Student-athletes and administrators may participate under current NCAA rules, in bracket contests where there is no entry fee but a possibility of winning a prize. Some NCAA member schools, however, have chosen to ban student-athletes from participating in these types of bracket contests.

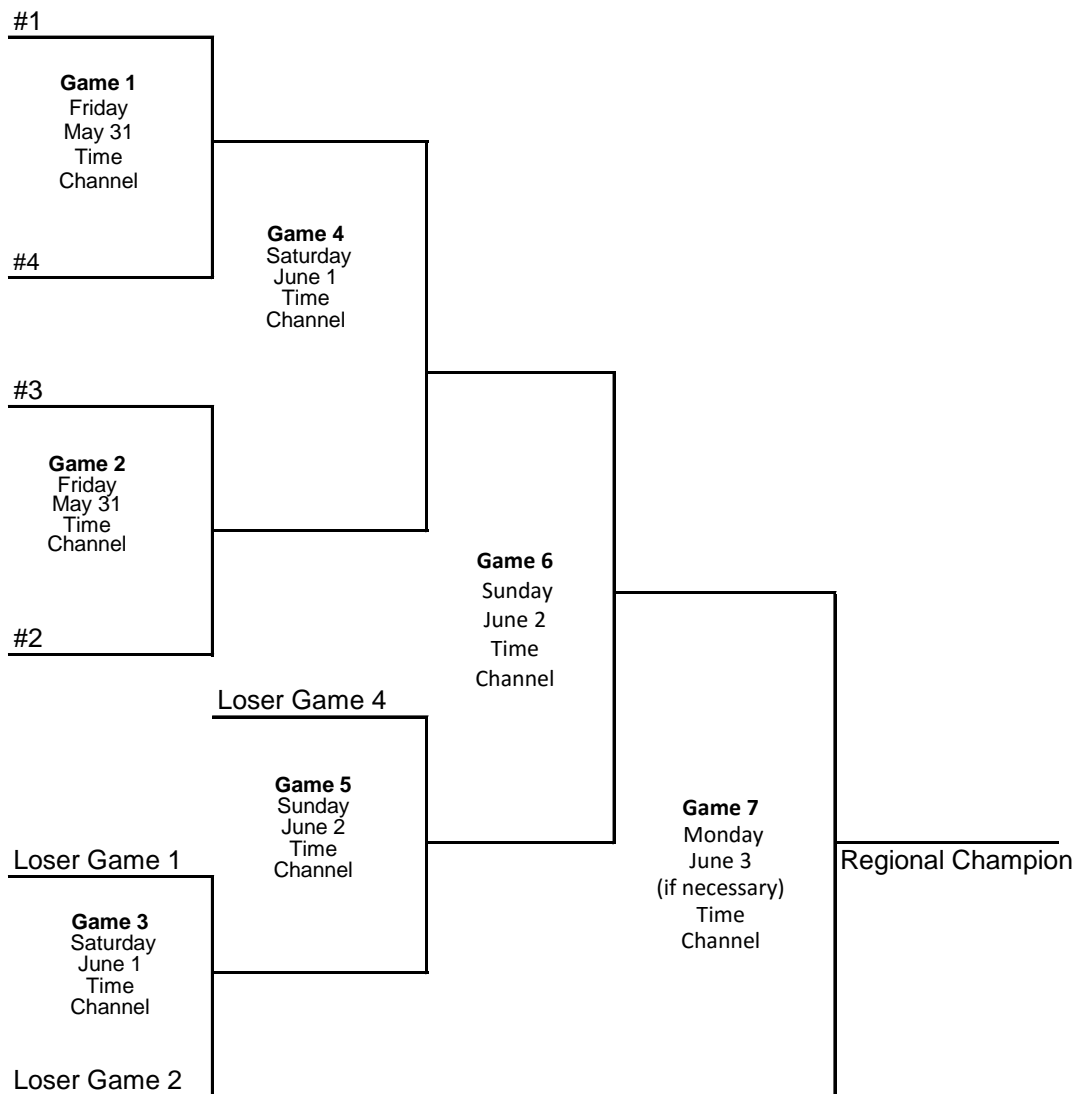
On May 16, 2018, the Board of Governors voted to suspend the NCAA championships policy related to sports wagering and to allow for championships to be hosted in locations regardless of whether a state is considering, or has legalized, sports wagering. The board's decision provides championship location continuity as states contemplate whether to allow legalized sports betting.

STUDENT-ATHLETE EXPERIENCE RESEARCH

NCAA Championships are the pinnacle events that provide student-athletes an unparalleled experience in their pursuit of excellence. To help the NCAA continue providing such an experience, after elimination from the championship we will contact each institution to get feedback via an online survey. Each institution is expected to forward this survey link to its participating student-athletes for completion in a timely manner. The feedback you and your institution provide will guide the Championships staff in delivery of future championships.



2019 NCAA Division I Baseball Championship Regional - Host



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The NCAA opposes all forms of sports wagering.

2019 NCAA DIVISION I BASEBALL CHAMPIONSHIP Travel Party Roster



Regional
Super Regional

Institution: _____

Date: _____

Head Coach: _____

On the field, including the practice field, bullpen, bench and dugout, each team is limited to four official coaches in uniform (head coach, assistant coaches and volunteer coach), 27 eligible student-athletes in uniform, and four additional individuals as determined by the institution. Only uniformed personnel, including coaches and eligible student-athletes, may be permitted between the white lines and in the bullpens.

A bat handler, who must be 13 years of age or older, does not count against the maximum limit of 35 individuals. Non-uniformed personnel in proper attire may participate in pregame warm-ups. Once a game begins, the athletic trainer or manager is permitted on the field only to perform his/her appropriate duty (e.g., warming up a pitcher is not considered an appropriate duty). The 35 individuals listed below are the only individuals authorized in the dugout.

| Team Members | | No. | Team Members | | No. |
|--------------|-------|-----|--|-------|--------------|
| 1. | _____ | 21. | _____ | _____ | |
| 2. | _____ | 22. | _____ | _____ | |
| 3. | _____ | 23. | _____ | _____ | |
| 4. | _____ | 24. | _____ | _____ | |
| 5. | _____ | 25. | _____ | _____ | |
| 6. | _____ | 26. | _____ | _____ | |
| 7. | _____ | 27. | _____ | _____ | |
| 8. | _____ | | Coaches | | No. |
| 9. | _____ | 1. | _____ | _____ | |
| 10. | _____ | 2. | _____ | _____ | |
| 11. | _____ | 3. | _____ | _____ | |
| 12. | _____ | 4. | _____ | _____ | |
| 13. | _____ | | Athletic Trainers, Managers, etc. | | Title |
| 14. | _____ | 1. | _____ | _____ | |
| 15. | _____ | 2. | _____ | _____ | |
| 16. | _____ | 3. | _____ | _____ | |
| 17. | _____ | 4. | _____ | _____ | |
| 18. | _____ | | Bat Handler | | Age |
| 19. | _____ | 1. | _____ | _____ | |
| 20. | _____ | | _____ | _____ | |

**Bat handler required to wear a protective helmet regardless of age.*



NON-PREDETERMINED HOST INFORMATION

Thank you for hosting an NCAA Championship!

In preparation for hosting, we understand there are many different critical factors and responsibilities needing to be addressed before competition begins, one of which is marketing. Understanding the many efforts which will be put forth in the days leading up to competition, we have provided a list of some marketing ideas/strategies to aid your marketing efforts in promoting the championship and increasing attendance.

We understand that not all strategies will apply to each host, so do not feel as if you have to accomplish every task on the below list. Feel free to select a few of or portions of the suggested marketing strategies to help guide your efforts.

Thank you again for efforts and best of luck hosting!

Marketing Strategies

- NCAA Championships Marketing Portal
 - Design creative collateral via NCAA Championships Marketing Portal (www.ncaachampspromotion.com). After selections, the NCAA has provided you with a username and password for the website. The NCAA has also provided reimbursement per round for production of marketing materials of the marketing materials created.
- Season Ticket Holders
 - Provide ticket ordering information via eblast, phone calls, etc. to your season ticketholders encouraging them to order tickets. Determine whether the tickets can be mailed, picked up at will call, or able to be printed at home as they will most likely ask the method for delivery.
- Grassroots Marketing
 - Provide posters, flyers, and/or table tents to campus dining facilities, residence halls, libraries, athletic venues, student health centers, local businesses, fitness centers, sports retail centers, athletic department sponsor businesses, etc.
- Database Communication
 - Communicate championship/ticket information via eblasts through the various databases your marketing department possesses or has access. Examples of databases may include youth leagues, youth club teams, coaches, camp lists, boys and girls clubs, girls scouts, CYO, alumni, donors, faculty and staff, local schools (grade, middle, high school), campus students (through on-campus student rewards program if applicable), past ticket purchasers, etc.
- Traditional Media
 - Promote through traditional media methods such as print (campus and local newspapers), television, radio (potential trade through department partnerships), website, online web banners, etc. Print advertisements as well as online web banners are available to create on the NCAA Championships Marketing Portal (www.ncaachampspromotion.com) along with radio and television advertisements for select hosts.
- Social Media
 - Utilize your various social media platforms to promote championship information/tickets (Facebook, Twitter, Instagram, etc.). Potential ideas can include posting information each day to promoting the championship on your athletic Facebook page or creating contests/giveaways on Facebook/Twitter/Instagram to promote the championship. Utilize text message alerts as well.
- Students
 - Determine a plan to encourage student attendance. Utilize any form of student rewards program you may have on campus to promote championship attendance. Promote the championship in high student traffic areas such as campus dining halls during lunch, campus quads between classes, residence halls in the evenings, other on-campus sporting events etc. Create a student promotion in conjunction with the championship such as a student tailgate a few hours prior to competition.

Helpful Links

- NCAA Championship Information – www.NCAA.com
- NCAA Championships Marketing Portal – www.NCAACHAMPSPROMOTION.COM
- NCAA Logo Library – www.NCAALOGOS.COM
- NCAA Trademarks – <http://www.ncaa.org/championships/marketing/ncaa-trademarks?division=d1>
- NCAA Licensees – <http://www.ncaa.org/championships/marketing/ncaa-official-licensee-list>

2019 NCAA DIVISION I BASEBALL CHAMPIONSHIP

This is an agenda for a **CONFERENCE CALL** between participating teams' administrators, head coaches (or representative), sports information representatives and NCAA site representatives for NCAA Division I baseball regional and super-regional competition.

1. Introductions and Welcome.
 - a. Participating institution roll call.
 - b. NCAA site representatives.
 - c. Host institution – tournament manager and staff.
 - d. Exchange cell phone numbers (head coach, main team contact, tournament manager, NCAA site representatives, etc.).
2. Team Travel – estimated arrival day and time.
3. Team Lodging Arrangements.
4. Team Rosters.
 - a. Credentials (all non-uniformed personnel must be properly credentialed).
 - b. Official travel party (35).
 - c. Squad size (27).
 - d. Dugout limit (35 + bat handler).
 - e. Bat handler – must be 13 years of age or older (does not count against 35-person limit). Bat and ball handlers must wear a protective helmet on-field regardless of age.
 - f. Check for any suspensions.
5. Practice – provide on-site practice schedule and availability of off-site practice locations.
6. Bat Testing Procedures.
7. Pre-Game Batting Practice.
 - a. Shorts are permissible.
 - b. Batting practice jersey/shirts – game numbers required, at least six inches tall and on the back of the jersey/shirt.
 - c. 2nd game of the day or if inclement weather.
8. Game Administration.
 - a. Pregame format (2:15 natural grass field; optional 2:00 for all artificial turf field).
 - b. Schedule between games (minimum 55 minutes).
 - c. Uniforms.
 - 1) Each team must bring two sets of jerseys of contrasting colors.
 - 2) Determine Game 1 and 2 uniform colors (home team first pick, visiting team must select a contrasting color).

- d. Determination of home team.
- e. Designation of home and visiting team dugouts.
- f. Replay review – all rounds.
- g. Non-participating team seating (regionals only).
- h. Scouting seats – for games not participating in.
- i. Participating teams – seats for charting pitches (your game only).
- j. Electronic communication devices are prohibited in the dugouts. Violations may also be treated as potential misconduct (bullpen phone exception).
- k. Tickets (team allotments) – they must be held until 10 a.m. local time on the day of the game before they can be released back for sale to the general public.

9. Media/Sports Information.

- a. Team credential pick-up.
- b. Press guides (sports information representatives should bring an ample supply to site).
- c. Interview policy/cooling-off period/SID's role (explain coaches and student-athletes must be available for postgame press conferences).
- d. Television/radio (those requesting media credentials must contact the host institution).
- e. Institutional videographer policy.

10. Sports Medicine.

- a. Athletic training staff.
- b. Athletic training room.
- c. Physician availability/hospital.
- d. Concussion management policy.

11. Support Services (determine any special services that the host will be able to provide teams).

12. Pretournament Administrative Meeting – determine date, time and location.

13. Misconduct – NCAA Bylaws 31.02.4 and 31.1.10 (will be covered at pretournament meeting).

14. Questions.

15. Adjournment.

**2019 NCAA DIVISION I BASEBALL CHAMPIONSHIP
ADMINISTRATIVE MEETING CHECKLIST**

This is a checklist for the **ADMINISTRATIVE MEETING** between competing teams' administrators, head coaches (or representative) and sports information representatives, and NCAA site representatives for the NCAA Division I Baseball Championship regional and super regional competition.

1. Introductions and Welcome.
 - a. Participating teams (identify all personnel attending from each team).
 - b. Host institution (tournament manager and event management staff).
 - c. NCAA site representatives.
 - d. Games committee (determine composition of the games committee).
 - e. ESPN.
2. Review Games Committee Assignments.
 - a. Explain who will monitor field activities.
 - b. Confirm team liaisons (identify person the participating school should contact in case of a problem).
3. Team Rosters.
 - a. Credentials (all non-uniformed personnel must be properly credentialed).
 - b. Squad size (27).
 - c. Dugout limit (35, plus a bat handler at least 13 years of age. Bat/ball handler must wear a protective helmet regardless of age).
 - d. Check for any suspensions.
4. Umpires (NCAA site representatives will cover this area during the administrative meeting).
 - a. Provide names of umpires.
 - b. Ground rules (umpires will go over the ground rules with the coaches prior to their first game).
 - c. Protest procedure.
 - d. Inclement weather policies.
 - e. Halted game rule.
 - f. Assignment procedure (explain that four umpires work each game, six assigned to regional).
 - g. Umpire evaluation form for coaches and site representatives.
5. Pre-Game Batting Practice.
 - a. Shorts are permissible.
 - b. Batting practice jersey/shirts – game numbers required, at least six inches tall and on the back of the jersey/shirt.
 - c. 2nd game of the day or if inclement weather.
6. Game Administration.
 - a. Bat testing procedures.
 - b. Dugout determination.
 - c. Pregame Timing Schedule - host with all artificial turf fields make final determination if they plan to use the optional two-hour pregame schedule instead of the standard 2:15.
 - d. National Anthem before each game.
 - e. Team introductions (if necessary).
 - f. Schedule between games (minimum 55 minutes).

- g. Lineups.
 - h. Videotape policies.
 - i. Replay review (all rounds).
 - j. Confirm uniforms.
 - k. Reminder about designation of home team after the first day.
 - l. Team parking.
 - m. Clubhouse usage and restroom policy.
 - n. No electronic communication devices in dugout (bullpen phone exception).
 - o. Inclement weather guidelines and scenarios.
7. Media/Sports Information.
- a. Game statistics.
 - b. Interview policy/in-game television interviews/cooling-off period/SID's role (explain coaches and student-athletes must be available for postgame conferences).
 - c. Television/radio.
 - d. All-tournament team (regionals only) – listing only (nothing tangible distributed).
 - e. Line-up cards.
8. Sports Medicine.
- a. Athletic training staff.
 - b. Athletic training room.
 - c. Physician availability/hospital.
 - d. Concussion management policy.
9. Support Services
- Laundry.
10. Drug Testing Statement.
11. Misconduct.
- a. Misconduct statement.
 - b. Tobacco.
12. Questions.
13. Adjournment.



NCAA DIVISION I BASEBALL CHAMPIONSHIP POSTSEASON BAT TESTING PROTOCOL

GENERAL PRINCIPLES

The NCAA Division I Baseball Committee will require bat barrel compression testing prior to each round of the 2019 NCAA Division I Baseball Championship for the purpose of ensuring that legal equipment is used in competition. Coaches are obligated by NCAA Baseball playing rules to play with legal equipment and remove any illegal equipment from play.

BARREL COMPRESSION TESTING EQUIPMENT

Testing equipment will be provided to host sites by Bat Testing Solutions prior to the first round that the host institution is hosting during the championship. The following will be provided:

- G4 SSL Baseball Bat Compression Testing unit (if needed)
- The G4 SSL unit instruction manual is included with each testing unit
- Baseball bat ring

COST OF BARREL COMPRESSION TESTING EQUIPMENT

The cost for each of these baseball bat barrel compression fixtures (bat testing units) and baseball bat rings from Bat Testing Solutions must be financially absorbed by the regional and/or super regional host institution. As such, these expenses cannot be submitted on your proposed regional and/or super regional budget. The cost of the barrel compression unit will be \$1,350, plus any shipping and handling charges. The cost of the bat ring will be \$100, plus any shipping and handling charges. The purchase of a baseball bat tester and/or baseball bat ring would be an expectation and requirement of hosting for any institution who does not already own these items. The orders for these devices should not be placed until after the regional and/or super regional host institutions have been announced.

ORDERING BARREL COMPRESSION TESTING EQUIPMENT

Each regional host institution would need to place their order for a baseball barrel compression fixture (baseball bat tester) and/or a baseball bat ring with Bat Testing Solutions via <https://www.barrelcompression.com/bat-testers> no later than Noon Eastern time on Tuesday, May 28. Each super regional host institution who does not already own these items would need to place their order for a baseball barrel compression fixture (baseball bat tester) and/or a baseball bat ring with Bat Testing Solutions via <https://www.barrelcompression.com/bat-testers> no later than Noon Eastern time on Tuesday, June 4. As previously stated, the orders for these devices should not be placed until after the regional and/or super regional host institutions have been announced.

As a reminder, all regional and/or super regional host institutions will need to purchase a baseball bat ring. There are some institutions from conferences who already conduct regular season bat testing who may already own the bat compression testing unit. As such, they will not need to

purchase this unit. Such an institution; however, would still be required to purchase the baseball bat ring.

Bat Testing Solutions and the NCAA staff will work together to ensure that all host sites have placed the necessary order before the regionals and/or super regionals. The device(s) will be shipped to each regional site by the Bat Testing Solutions staff following selections to arrive by Wednesday, May 29. The Bat Testing Solutions staff will then send out a device(s) to any new super regional hosts immediately following the determination of all super regional hosts to arrive by Wednesday, June 5.

LOCATION AND TIME OF TESTING

The location for baseball bat barrel testing will be determined by the regional or super regional host, and will be communicated to participating institutions no later than the participant teleconference for the regional and super regional rounds. Testing shall occur following each team's practice time the day before games begin. The bat testing schedule may be adjusted by mutual agreement of the participating schools and the NCAA.

- Bat testing shall be conducted by the NCAA site representative(s) and the host institution tournament manager.
- Coaches or team designee will bring all bats to the testing location.
- Host institution tournament manager will contact the coach or team designee when testing is complete.
- Testing shall not be conducted in public view or near fans/media.

FIXTURE CALIBRATION

It is important to check the calibration of the bat testing fixture before testing occurs each round. To check the calibration of the device, insert the calibration cylinder (provided with the tester) just as you would a bat. Be sure to center the cylinder under the anvil. Preload to 0 lbs. as usual and pull the cam level. Your compression should meet the tolerance engraved on the cylinder. If the device is not calibrated, contact the Bat Testing Solutions customer service line with any questions.

TESTING PROCEDURE

Bat testing will consist of two parts; a ring test and barrel compression (BC) testing that will require two passing barrel compression values (listed below).

1. Ring Test

- A ring test will be conducted to verify the maximum barrel diameter. The maximum barrel diameter is 2.658 inches.

- To test for barrel diameter, place the bat vertically on the ground, with the knob up. Place the ring over the knob, and let it fall. If the ring passes over the bat from gravity alone (not forcing), the diameter passes.
- If the ring does not pass over the bat, the bat is surrendered and will not be returned for use.
- If the bat passes through the ring, it proceeds to barrel compression testing.

2. Barrel Compression Test

- Each bat will be tested approximately six (6) inches from the end of the barrel. The bat will then be rotated 90 degrees and tested again.
- Bats will be tested a maximum of three times, until it receives two passing results or two failing results, whichever comes first.
- If after two tests:
 - The bat has two passing results, the bat will be considered approved for competition.
 - The bat has one passing result and one failing result, the bat will be removed from the machine and inspected for cracks. If no cracks are found, the bat will be inserted into the machine and tested a third time for a final result.
 - The bat has two failing results, the bat will be considered unacceptable for play.
- Bats passing both tests will receive a tamper-proof sticker to be placed on the taper of the bat so that it is easily visible.

Bats Exempt from Barrel Compression Testing

- **Mizuno Maxcor:** The Mizuno Maxcor model is exempt from compression testing.

Lowest Passing Barrel Compression Results

- **Metal bats:** 1250 lbs.
- **Composite bats:** 1000 lbs.
- **Non-linear*:** 800 lbs.

*The Rawlings Quatro and Rawlings Quatro Pro models are currently the only BBCOR non-linear bats.

Maximum Barrel Compression Results

- There is no established maximum compression value for metal and composite BBCOR baseball bats.

PROCEDURE FOR FAILED BATS

Bats that have two failing results shall be surrendered to the NCAA site representative (and retained by the host institution during the applicable round) for being unacceptable for play. The NCAA site representative will retain control of the surrendered bats until a team is eliminated from the tournament. The advancing team will receive its surrendered bats after that round of the championship.

TEST REPORTING

Hosts shall log all testing results in the included reporting form and submit them to Ben Brownlee (bbrownlee@ncaa.org) following the regional and super regional rounds.

CUSTOMER SERVICE

The Bat Testing Solutions staff will be available to answer any customer service questions on the Wednesday and Thursday prior to the start of the regionals, and again prior to the start of the super regionals. Contact information is at www.barrelcompression.com.

Regional and Super Regional Video Review

More detailed information on the video review regulations for the 2019 season is available online at https://ncaaorg.s3.amazonaws.com/championships/sports/baseball/d1/2018-19D1MBA_VideoReviewRegulations.pdf.

1. Video Review Process.

- a. Video review is a video process that falls within the NCAA Baseball Rules in Appendix E of the NCAA Baseball Rules Book: Getting the Call Right. It can be used to either let stand a ruling on the field by the game officials or to change or reverse that ruling.
- b. The video review process operates under the fundamental assumption that the ruling on the field is correct. Only if there is indisputable video evidence to remove all doubt that a ruling was incorrect will a call be changed. Absent that evidence, the original call will stand.
- c. Each team will receive two (2) head coach's challenges to start each game. A head coach may challenge as many reviewable calls within a single play as he desires using one challenge. Once a team has exhausted its available challenges, it will no longer have the ability to challenge any additional play or call in the game.
- d. Any use of video review must occur before the next pitch or play. The head coach should notify an umpire immediately (within approximately 10 seconds) at the end of a play if he intends to use one of his two challenges on the previous play. If the review is called for after a game ending play, it must be called for before all umpires leave the field of play.
- e. The umpire crew chief makes the determination if a play is eligible for video review. Under the provisions of Appendix E of the NCAA Baseball Rules Book, coaches have the ability to request a conference among the umpires.
- f. If video review is used, the crew chief, the calling umpire, and other members of the crew (as deemed necessary), would go to the designated video review area to communicate with the centralized location handling the video review. Please note that at least one umpire must remain on the field. The crew chief and the umpire he designates will wear the headsets and communicate with the off-site replay official.
- g. The video review area is a secure environment completely clear of all other persons except the on-field technician (instant replay facilitator) assisting the crew and possible security personnel.
- h. During a video review, the defensive team shall maintain their positions on the field and may warm-up if desired. Offensive base runners and the on-deck hitter shall maintain their positions. Other personnel shall remain in the dugout. Any defensive or offensive conferences will be charged as during any other part of the game. The umpire crew will use the headsets and step away (clear themselves) from all dugout personnel.
- i. There is no time limit for the video review, but lengthy reviews are discouraged.
- j. All equipment should be tested by appropriate personnel before each game and a test connection should be made with DVSPORT, Inc.

- k. The crew chief may confer and discuss the replay during the review with other members of the umpiring crew, but the ultimate final decision is with the centralized replay official. This final decision may not be argued by either head coach.
 - l. If the reversing of a call results in the need for decisions on the placement of base runners, the centralized replay official will use his best judgment to determine their locations as if the call had been made correctly. These decisions are also not to be questioned by the head coach. Some situations are predetermined by the NCAA baseball playing rules.
 - m. If a call has been changed, the crew chief will notify both head coaches and the official scorer of the ruling.
2. The video review rule limits reviewable plays to the following by the crew chief at his discretion at any time during the game or with the use of a head coach's challenge at any time during the game:
- a. Deciding if a batted ball is fair or foul (ball must first touch the ground or a fielder beyond the initial position of the first or third baseman).
 - b. Deciding if a batted ball is either a ground-rule double or a home run.
 - c. Any catch or no catch in the outfield or foul territory. It is not applicable for any ball in the infield unless the final result is a third out; or a catch at any time with a batter-runner only.
 - d. Spectator-interference.
 - e. Deciding scoring plays at home plate inclusive of collisions (illegal and/or malicious slides) or time plays.
3. The video review rule limits reviewable plays to the following by the crew chief at his discretion beginning with the eighth inning during the game or with the use of a head coach's challenge at any time during the game:
- a. Force and tag play calls at any base.
 - b. Calls involving whether a base runner passes a preceding runner; determining whether a base runner scored ahead of a third out; and upon an appropriate appeal by the defensive team, determining whether a base runner touched a base.
 - c. Plays involving a hit by pitch.
 - d. Deciding if a runner failed to retouch a base after a fair or foul ball is legally caught.
 - e. Non-home run boundary calls including the placement of runners following a boundary call.
 - f. Deciding if interference occurred on a runner's attempt to break up a double play.

g. Video Review Technology Support.

- (1) DVSport, Inc. shall provide a direct and private communication link between the centralized replay official and the on-field umpire crew.
- (2) DVSport, Inc. shall keep private any and all communication/discussions that occur during a replay review.
- (3) The centralized replay official will request available camera angles needed during a replay and may review multiple repetitions of the involved play, such as slow-motion, highlighter, reversing and stop action.
- (4) As the replay angles are being taken from the game broadcast, all angles that are shown on the broadcast will be available for review. No replay camera shots shall be shown on the broadcast that have not been part of the replay review.
- (5) If the umpires are having a conference to discuss a play that is reviewable under the video review process, DVSport, Inc. and the video review official(s) shall begin to attempt to identify and have ready all relevant camera shots in the event that video review will be used.
- (6) DVSport, Inc. shall test all video review related equipment prior to each game to confirm operational status.

4. Public Address and Video Board.

- a. When the umpires conference and then determine that the play will be reviewed by video review, the PA announcer will announce "The play is under further review".
- b. Prior to review, the stadium video board is permitted to replay the play in question only one time at regular speed.
- c. During the review, the stadium video board is permitted to replay the play in question only one additional time at regular speed.
- d. After a review, the crew chief will designate the following (whichever is applicable on the play):
 - (1) Give the home run signal or fair ball signal;
 - (2) Point to the bases to be occupied by runners;
 - (3) Give the foul ball signal;
 - (4) Signal Catch or No Catch;
 - (5) Out or Safe

5. Centralized Replay.

- a. Three individuals will serve as the off-site video review crew at the centralized location and will be determined by the NCAA Baseball Umpire Program (Names will not be publicized).

- b. The three individuals will be the most familiar with the NCAA playing rules, umpire mechanics and the protocol procedure.
- c. The off-field video review officials will be considered an extension of the umpiring crew and will have the ability to notify the umpires on the field that a review should be initiated. The video review official will be permitted at any time to initiate a review for plays included in the first list above (item two). For the second list above (item three), the video review official can initiate a review during the final two innings of regulation and during extra innings.
- d. The three individuals will review all relevant angles provided and quickly render a decision.
 - (1) The three individuals will work under the assumption that the on-field decision is correct unless there is indisputable video evidence that shows otherwise.
 - (2) If the three individuals cannot agree on the outcome, the on-field decision will stand.
- e. One video review official will be responsible for the direct communication between the centralized location and the on-field crew chief.
- f. The other two individuals will be responsible to ensure that the call is reviewable and that all aspects of the review policy and NCAA playing rules are adhered to.
- g. Replay Crew has three options: Confirmed; Stands; Overturned.

2019 NCAA DIVISION I BASEBALL CHAMPIONSHIP – EMERGENCY ADVANCING POLICY

Regional. Every reasonable effort, including but not limited to moving the location of the games, should be made to complete a regional round and advance a team to the super regional based on the results on the field. However, in the highly unlikely event that regional play cannot be completed, the team that will advance to the super regional will be based on the following criteria:

- **0 games played** = Best seed.
- **1 game played** = Best remaining seed without a loss.
- **2 games played** = Best seeded team without a loss.
- **3 games played** = Best seeded team without a loss.
- **4 games played** = Remaining team without a loss (i.e., Winner of Game #4)
- **5 games played** = Remaining team without a loss (i.e., Winner of Game #4)
- **6 games played** = Winner of Game 6 unless each team has one loss, in which case the following will be considered:
 - 1) **Head-to-head competition.**
 - 2) **Best seeded team remaining.**

Super Regional. Every reasonable effort, including but not limited to moving the location of the games, should be made to complete a super regional round and advance a team to the Men's College World Series (CWS) based on the results on the field. However, in the highly unlikely event that super regional play cannot be completed, the team that will advance to the CWS will be based on the following criteria:

- **0 games played** = Better seeded team.

If two teams are of equal seed (e.g., two #2 seeds) then the team with the best RPI (calculated following completion of the regional competition) will advance to the College World Series.

- **1 game played** = Winner of Game 1.
- **2 games played** = Better seeded team.

If two teams are of equal seed (e.g., two #2 seeds) then the team with the best RPI (calculated following completion of the regional competition) will advance to the College World Series.