



***PARTICIPANT
2019-20 MANUAL***

**2020 NCAA DIVISION I FOOTBALL CHAMPIONSHIP GAME
PARTICIPANT MANUAL**

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INTRODUCTION

Thank you for your commitment to be an essential part of the 2020 NCAA Division I Football Championship Game! The purpose of this manual is to outline the responsibilities of individuals and/or groups involved in the administration of the 2020 NCAA Division I Football Championship Game. We look forward to an exciting championship, beginning in late November and culminating in the championship game in Frisco, Texas. Thank you again for your efforts in making the championship a success.

Role of Committee. The 2020 NCAA Division I Football Championship Game shall be conducted in accordance with the general policies established by the NCAA Division I Football Oversight Committee and shall be under the control, direction and supervision of the NCAA staff and the NCAA Division I Football Championship Committee, subject to the standards set forth in NCAA Bylaw 31 and the NCAA Division I Football Pre-Championship Manual. Except as otherwise expressly set forth herein, all activities and events associated with the championship are to be administered and/or approved by the football championship committee and NCAA staff.

Role of Host. Team Frisco plays a vital role in the successful administration of the championship. Team Frisco shall be responsible for all local preparations for the game including, but not limited to, stadium preparation, ticket sales support, hospitality events, promotions, dissemination of informational materials, day of game administration, etc., in accordance with established NCAA policies.

Team Frisco is responsible for all operating personnel deemed necessary by the NCAA, including, but not limited to, ushers, ticket takers, private security officers, parking attendants, special police, city police and firefighters. All such personnel are to be under the sole direction and control of the competition site and are not to be considered employees or agents of the host institution/conference or the NCAA.

At all times, Team Frisco shall work in close cooperation with the Division I Football Championship Committee to ensure that the championship game reflects favorably upon both the traditions and character of intercollegiate athletics.

NCAA MISSION STATEMENT

The NCAA's core purpose is to govern competition in a fair, safe, equitable and sportsmanlike manner, and to integrate intercollegiate athletics into higher education so that the educational experience of the student-athlete is paramount.

SCHEDULE OF EVENTS

Monday, December 23

11 a.m. (Eastern) Administrative Teleconference Telephone

12:30 p.m. (Eastern) Fan Engagement Teleconference Telephone

2:30 p.m. (Eastern) Media Coordination Planning Call Telephone

Friday, January 3

2-3 p.m. (Eastern) Head Coaches Media Press Conference Telephone

Wednesday, January 8

Evening Team Arrivals Area Airports

Thursday, January 9

9-9:45 a.m. Home Team Photo/Media Access and Stadium Walkthrough Toyota Stadium – West Side Seats

10 a.m.-Noon Home Team Practice (Closed Practice) Toyota Stadium – Practice Field 7

11 a.m.-Noon Great Texas Barbecue Bowl Walkthrough Top Golf - Allen

10 a.m.-12:30 p.m. Media Snacks/Drinks Toyota Stadium – Press Box

12:30-1:15 p.m. Visiting Team Photo/Media Access and Stadium Walkthrough Toyota Stadium – West Side Seats

1:30-3:30 p.m. Visiting Team Practice (Closed Practice) Toyota Stadium – Practice Field 4

4:45-6:15 p.m. Miracle League Game Performance Indoor Training

7-8:45 p.m. Great Texas Barbecue Bowl
(and green screen shoots) Top Golf – Allen, TX

Friday, January 10

8:30-10 a.m. Championship Banquet (Breakfast) Toyota Stadium –
Hall of Fame Club

10:15-11:15 a.m. Administrative Meeting Toyota Stadium-Winner's Club

11:15 a.m. - 12:15 p.m. ABC Production Meeting Toyota Stadium-Winner's Club

*1-2 p.m. Visiting Team Closed to the Media Practice Ford Center (backup plan Toyota Stadium Practice Field 4)

*1:00-1:30 p.m. Home Team Press Conference Toyota Stadium –
Press Conference Room

*1:35-2 p.m. Home Team Coach with Westwood One Toyota Stadium – Officials
Locker Room

*2:45-3:15 p.m.	Visiting Team Press Conference	Toyota Stadium – Press Conference Room
*2:45-3:45 p.m.	Home Team Closed to the Media Practice	Ford Center (backup plan Toyota Stadium Practice Field 7)
*3:20-3:45 p.m.	Visiting Team Coach with Westwood One	Toyota Stadium – Officials Locker Room

**Friday's practice and media obligation schedule may be slightly adjusted if team practices are required to be moved from Ford Center to Toyota Stadium.*

TBD	Home Team Band Practice (if applicable)	Memorial Stadium or Toyota Stadium
TBD	Visiting Team Band Practice (if applicable)	Memorial Stadium Toyota Stadium
TBD.	Joint Band National Anthem Practice	Toyota Stadium Dr. Pink Field
5-6 p.m.	VIP Reception	Toyota Stadium US Open Cup Club

Saturday, January 11

6 a.m.	Parking Lots Open	Toyota Stadium
8:10-8:25 a.m.	Team #1 Pep Rally	Corner of World Cup Way & Lamar Hunt Way
8:25-8:35 a.m.	Team #1 Arrival and Walk to Stadium	Corner of World Cup Way & Lamar Hunt Way
8:45-8:55 a.m.	Team #2 Arrival and Walk to Stadium	Corner of World Cup Way & Lamar Hunt Way
8:55-9:10 a.m.	Team #2 Pep Rally	Corner of World Cup Way & Lamar Hunt Way
9 a.m.	Gates Open to Public	Toyota Stadium
9-11 a.m.	NCAA Experience VIP Hospitality Event	Toyota Stadium – National Soccer Hall of Fame
9-11 a.m.	Media Breakfast	Toyota Stadium – Press Box
9 a.m.-	NCAA Tailgate Town	Toyota Stadium End of Halftime NorthConcourse/Plaza
11:04 a.m.	CHAMPIONSHIP GAME	Toyota Stadium
Evening	Participating Team Departures	Area airports

PARTICIPATING INSTITUTION CHAMPIONSHIP GAME CHECKLIST

This checklist is arranged in chronological order to provide assistance to those individuals who have specific institutional responsibilities for the NCAA Division I Football Championship Game.

- _____ Make official travel party arrangements through the NCAA travel service (Short's Travel Management: 866-655-9215).
- _____ Upon receipt, distribute hard copies of this Manual (five provided per team) to all staff members who may be assigned specific championship game responsibilities (e.g., coaches, athletic trainer, director of football operations, designated team administrator, sports information contact, ticket manager, band director, marketing director, spirit squad contact, etc.).
- _____ Review the championship game schedule of events with the head coach and staff.
- _____ Confirm with Wilson the model of football to be shipped to campus and the championship site for your team.
- _____ Make local ground transportation arrangements for the team buses with Bedford Wynne (Bedford.wynne@gowynne.com) and for courtesy cars with Bruce Ludlow (bludlow@southland.org).
- _____ Alumni associations should contact Heather Fuxa (hfuxa@legends.net; 469-365-0209) to coordinate game day hospitality tents, security and catering needs.
- _____ Review will-call and player-guest admissions and other ticket procedures.
- _____ Estimated ticket quantities are due from the four semifinalist teams by Noon Eastern time on Wednesday, December 18.
- _____ The Elite 90 academic award nomination form should be sent to elite90@ncaa.org no later than 5 p.m. Eastern time on Wednesday, December 18.
- _____ No later than Sunday, December 15 each participant's sports information contact shall provide his/her media with this website - <http://www.ncaa.com/media> - to apply for credentials and hotels.
- _____ Participate on a telephone conference call with the NCAA Division I Football Championship Committee, NCAA representatives and representatives from Team Frisco. Institutional representatives on the call should include the athletics director, primary team administrator, head coach, ticket manager, sports information contact(s), equipment manager, and other necessary athletics department staff members of the competing teams. The call will be conducted at 11 a.m. Eastern time Monday, December 23. The NCAA national office will make the arrangements for the call and email each athletics director the call agenda.
- _____ NCAA Fan Engagement teleconference call with selected staff of the two advancing teams, Monday, December 23 at 12:30 p.m. Eastern time. Individuals on the call from each team should include contacts for marketing, tickets, bands, spirit squads, alumni groups and football operations.
- _____ The NCAA media coordinator, host media coordinator and sports information contact(s) of the two participating teams shall meet via conference call on Monday, December 23 at 2:30 p.m. Eastern time to review and confirm media coordination needs and policies.

Complete and return to Chad Tolliver (ctolliver@ncaa.org) and Bruce Ludlow (bludlow@southland.org) the Institutional Contact Form in Appendix G by 5 p.m. Eastern time on Monday, December 23.

Each institution shall inform Shehryar Humayun (shumayun@ncaa.org) of the quantity and locations of printed tickets by Monday, December 23 at 5 p.m. Eastern time. Printed tickets are financially guaranteed by each team and may not be returned. Any unprinted tickets remaining from the allocation may be held on consignment and will be available through online ticket offers with a digital ticket as the method of delivery.

By Monday, December 23 the competing institutions must inform Michael Gett (mgett@ncaa.org) if their bands, spirit squad, and mascot will travel to the championship game and participate on-field during halftime.

NCAA will ship any hard tickets requested from teams on Friday, December 27.

By Friday, December 27 teams shall submit a spreadsheet listing its student-athlete helmet sizes to Bruce Ludlow (bludlow@southland.org) so that Team Frisco cowboy hats can be produced in time for their arrival in Frisco. This should be a head size measurement, and not just large, extra-large, etc. Please include the student-athlete's name with their head size measurement.

Confirm that institutional information (logos, team photos, student-athlete headshots, PSAs and other materials) has been uploaded to NCAA ftp site by Friday, December 27 for use in game presentation elements.

Ensure that the Game Presentation Institutional Questionnaire has been completed and submitted to Michael Gett at the NCAA by Friday, December 27.

Confirm and coordinate band practice times on Friday, January 10 (if applicable) at nearby Memorial Stadium with Michael Gett (317-410-7463) by Friday, December 27.

Participating SIDs should provide NCAA Media Coordinator Sahar Abdur-Rashid at srashid@ncaa.org and host Media Coordinator Courtney Archer at carcher@southland.org, updated two-deep chart and roster for championship game flip cards plus list of names for administrative credentials by Monday, December 23

By Thursday December 26 institutions interested in securing an additional suite for alumni or key constituents must contact Kris Katseanas (469-525-9943; kkat@fcdallas.net).

Thursday, January 2 at Noon Eastern time is the deadline to release any unprinted tickets held on consignment (via online ticket offers) and NCAA Experience tickets back to the NCAA. If an institution chooses to keep any digital tickets after this deadline they will be financially liable, whether or not they are sold. Any tickets released back to the NCAA may be offered to the opposing team, NCAA, Team Frisco or the general public.

Tuesday, December 31 at 5 p.m. Eastern time is the deadline for Hotel Reservations for Media at the Comfort Suites at Frisco Square/Toyota Stadium hotel. After this date, the hotel rooms and price will not be guaranteed. Please note that there are a limited number of hotel rooms available, and they are on a first-come, first-serve basis.

Additional tickets, if available, will be offered to the other team and/or placed online for general public purchase on Friday, January 3.

_____ The head coach of each of the two teams will participate in a separate teleconference with national media, Friday, January 3. The teleconference for the head coach of the home team will be 2-2:30 p.m. Eastern time and the teleconference for the head coach of the visiting team will be 2:30-3 p.m. Eastern time.

_____ Confirm band hotel room needs not later than Noon Eastern time on Friday, December 27.

_____ By Friday, December 27 finalize team hotel needs and contracts. Make arrangements for team check-in, billing, meeting space and team meals.

_____ Confirm team bus police escort needs for the championship game with Gina McFarlin (214-868-0481) not later than Noon Eastern time on Monday, December 30.

_____ At the Friday, January 10 administrative meeting, provide the football championship committee with your 70-person roster and list of individuals receiving one of the 36 sideline passes. In addition, additional student-athletes on the institutional squad list as of the date of the first-round games (not on the 70-man roster) will be allowed on the sidelines in their team bench area. The additional student-athletes must be wearing the same color game jersey top as the rest of their team (no pads/helmet) and other institutionally issued apparel (e.g., sweatsuit pants). Please provide this list of student-athletes also at this meeting.

_____ By Friday, January 10 each sports information contact shall provide Sahar Abdur-Rashid (srashid@ncaa.org) with their starting line-ups for the championship game. In addition, each institution needs to bring the completed ESPN access document to Sahar Abdur-Rashid and Natalie Steger at the pre-championship meeting on Friday, January 10.

_____ Complete post-championship NCAA evaluations within 30 days after the competition.

_____ Team expense report must be submitted online to the NCAA within 30 days after the competition.

NCAA COMMITTEE

NCAA Division I Football Championship Committee. The administration and conduct of the NCAA Division I Football Championship shall be under the immediate jurisdiction of the NCAA Division I Football Championship Committee.

Thorr Bjorn

Director of Athletics
University of Rhode Island
Cell: 401-864-9819
Email: tbjorn@uri.edu

Kent Haslam

Director of Athletics
University of Montana
Cell: 406-370-0520
Email: kent.haslam@mso.umt.edu

Eugene Marshall, Jr.

Director of Athletics
Hampton University
Cell – 914-403-2203
Email: eugene.marshall@hamptonu.edu

Kyle Moats

Director of Athletics
Missouri State University
Cell: 417-522-9131
Email: kylemoats@missouristate.edu

Timothy S. Murray

Director of Athletics
Marist College
Cell: 914-456-3442
Email: tim.murray@marist.edu

Matt Roan

Director of Athletics
Nicholls State University
Cell: 540-818-4504
Email: matt.roan@nicholls.edu

Greg Seitz , chair

Director of Athletics
Jacksonville State University
Cell: 256-453-3377
Email: gseitz@jsu.edu

Bill Smith

Director of Athletics
Bryant University
Cell: 401-248-4217
Email: bsmith8@bryant.edu

Jermaine Truax

Director of Athletics
Bucknell University
Cell: 607-425-6643
Email: jermaine.truax@bucknell.edu

NCAA STAFF

P.O. Box 6222
Indianapolis, Indiana 46206-6222
317-917-6222

Tournament Operations – Point

Chad Tolliver
Phone: 317-917-6706
Cell: 317-966-6458
Email: ctolliver@ncaa.org

Tournament Operations – Game Management

Eric Breece
Phone: 317-917-6781
Cell: 317-966-6789
Email: ebreece@ncaa.org

Tournament Operations

Kim Giles
Phone: 317-917-6295
Cell: 317-667-5265
Email: kgiles@ncaa.org

Tournament Operations

Candace Martin
Phone: 317-917-6106
Cell: 904-461-9956
Email: comartin@ncaa.org

Championship Presentation/Ancillary Events

Scott Fosler
Phone: 317-917-6231
Cell: 317-966-6353
Email: sfosler@ncaa.org

**Championship Presentation
In-Venue Presentation**

Michael Gett
Phone: 317-917-6335
Cell: 317-410-7463
Email: mgett@ncaa.org

Tickets

Josh Logan
Phone: 317-917-6310
Cell: 317-410-4030
Email: jlogan@ncaa.org

Tickets

Shehryar Humayun
Phone: 317-917-6873
Cell: 317-801-0329
Email: shumayun@ncaa.org

Community Programs/Miracle League

Victor Hill
Phone: 317-917-6849
Cell: 317-614-5606
Email: vhill@ncaa.org

**Championships Marketing and Fan
Engagement**

Shaylie Fawcett
Phone: 317-917-6133
Cell: 951-836-8214
Email: sfawcett@ncaa.org

Corporate Relations

Mary Ashton Doyle
Phone: 317-917-6280
Cell: 317-966-6442
Email: mnull@ncaa.org

Financial Operations

Jeff O'Barr
Phone: 317-917-6430
Cell: 317-392-7343
Email: jobarr@ncaa.org

Media Coordination

Sahar Abdur-Rashid
Phone: 317-917-6547
Cell: 317-459-3272
Email: srashid@ncaa.org

**Championship Presentation
Branding and Signage**

David Lovell
Phone: 317-917-6835
Cell: 317-379-3710
Email: dlovell@ncaa.org

Championship Marketing

Sean Ward
Phone: 317-917-6915
Cell: 317-445-1769
Email: sward@ncaa.org

Broadcast Operations

Natalie Steger
Phone: 317-917-6690
Cell: 317-966-6450
Email: nsteger@ncaa.org

Digital and Social Media

Chris Dion
Phone: 317-917-6179
Cell: 317-378-0894
Email: cdion@ncaa.org

Digital and Social Media

Claudia Garber
Phone: 317-917-6855
Cell: 614-381-7268
Email: cgarber@ncaa.org

Public and Media Relations

Chris Radford
Phone: 317-917-6172
Cell: 317-614-5608
Email: cradford@ncaa.org

HOST PERSONNEL

Local Organizing Committee (LOC) Chair

John Wagner
President
Hunt Sports Ventures
5956 Sherry Lane, Suite 1500
Dallas, Texas 75225
Phone: 214-720-1686
Cell: 214-770-0375
Email: jwagner@unityhunt.com

Game Operations Head Coach

Tom Burnett
Commissioner & CEO
Southland Conference
2801 Network Boulevard, Suite 502
Frisco, Texas 75034
Phone: 972-422-9500 x101
Cell: 469-628-7727
Email: tburnett@southland.org

Community Operations Head Coach

Henry Hill
Deputy City Manager
City of Frisco
6101 Frisco Square Boulevard
Frisco, Texas 75034
Phone: 972-292-5108
Cell: 469-853-4956
Email: hhill@friscotexas.gov

Jeff Cheney (Honorary Head Coach)

Mayor
City of Frisco
6101 Frisco Square Boulevard
Frisco, Texas 75034
Phone: 972-292-5050
Cell: 214-707-7320
Email: jcheney@friscotexas.gov

**COMMUNITY OPERATIONS (RED TEAM)
TEAM CAPTAINS**

Hospitality/Lodging & Transportation

Marla Roe
Executive Director
Visit Frisco
6801 Gaylord Parkway, Suite 401
Frisco, Texas 75034
Phone: 972-292-5252
Cell: 972-207-8777
Email: marla@visitfrisco.com

Business Outreach

Tony Felker
President
Frisco Chamber of Commerce
6843 Main Street
Frisco, Texas 75034
Phone: 972-335-9522
Cell: 972-849-2482
Email: tfelker@friscochamber.com

Volunteers

Kris Daniel
City of Frisco
Volunteer Coordinator
6101 Frisco Square Boulevard
Frisco, Texas 75034
Phone: 972-292-5000
Cell: 469-446-2898
Email: kdaniel@friscotexas.gov

Finance

Nell Lange
Assistant City Manager
City of Frisco
6101 Frisco Square Boulevard
Frisco, Texas 75034
Phone: 972-292-5110
Cell: 214-783-0962
Email: nlange@friscotexas.gov

Community Media

Dana Baird
City of Frisco
Public Information Officer
6101 Frisco Square Boulevard
Frisco, Texas 75034
Phone: 972-292-5080
Cell: 972-897-1766
Email: dbaird@friscotexas.gov

Ticket Sales

Kris Katseanes
Vice President of Ticket Sales
Toyota Stadium
9200 World Cup Way, Suite 202
Frisco, Texas 75033
Phone: 469-365-0045
Cell: 469-525-9943
Email: kkat@fcdallas.net

**GAME OPERATIONS (BLUE TEAM)
TEAM CAPTAINS**

Tournament Manager

Bruce Ludlow
Associate Commissioner
Southland Conference
2801 Network Boulevard, Suite 502
Frisco, Texas 75034
Phone: 972-422-9500 x106
Cell: 214-394-7522
Email: bludlow@southland.org

Al Wilson
Assistant Tournament Manager
Southland Conference
2801 Network Boulevard, Suite 502
Frisco, Texas 75034
Phone: 972-422-9500 x113
Cell: 225-572-5881
Email: awilson@southland.org

Stadium Operations & Tailgate Town

Nick Shafer
Vice President of Stadium Operations
Toyota Stadium
9200 World Cup Way
Frisco, Texas 75034
Phone: 469-365-0007
Cell: 972-795-9959
Email: nshafer@fcdallas.net

Event Presentation & Marketing

Jenny McGhee
Associate Commissioner
Southland Conference
2801 Network Boulevard, Suite 502
Frisco, Texas 75034
Phone: 972-422-9500 x104
Cell: 214-986-9104
Email: jmcghee@southland.org

Sports Media

Courtney Archer
Associate Commissioner for Strategic
Communications
Southland Conference
2801 Network Boulevard, Suite 502
Frisco, Texas 75034
Phone: 972-422-9500 x 110
Cell: 214-500-8230
Email: carcher@southland.org

OTHER TEAM FRISCO PERSONNEL

Drug-Testing Site Coordinator (if applicable)

Raul Martinez
Athletic Trainer
Bandera High School
FC Dallas Stadium
9200 World Cup Way, Suite 202
Frisco, Texas 75033
Cell: 469-995-5642
Email: rmartinez@banderaisd2.net

Souvenir Concessions Manager

Tim Henning
Director of Merchandise
Toyota Stadium
9200 World Cup Way, Suite 202
Frisco, Texas 75033
Phone: 469-365-0144
Cell: 214-725-1031
Email: thenning@fcdallas.net

Courtesy Car Contact

Bruce Ludlow
Associate Commissioner
Southland Conference
2801 Network Boulevard, Suite 502
Frisco, Texas 75034
Phone: 972-422-9500 x106
Cell: 214-394-7522
Email: bludlow@southland.org

Local Medical Contact

Jonathan Hancock, MA, ATC
Texas Health/Ben Hogan Sports Medicine
Cell: 719-229-8358
Email: JonathanHancock@texashealth.org

Local Transportation (Teams)

Bedford Wynne
Owner
Wynne Transportation
7650 Esters Boulevard
Irving, Texas 75063
Phone: 972-915-7302
Cell: 214-500-2298
Email: Bedford.wynne@gowynne.com

Food Concessions Coordinator

Heather Fuxa
General Manager, Legends Hospitality
Toyota Stadium
9200 World Cup Way, Suite 202
Frisco, Texas 75033
Phone: 469-365-0209
Cell: 214-422-0074
Email: hfxa@legends.net

Mascots/Spirit Squads

Ann Ludlow
Frisco ISD
6950 Stadium Lane
Frisco, Texas 75033
Cell: 214-557-0811
Email: ludlowa@friscoisd.org

HOTEL CONTACTS

Headquarters Hotel Contact

Sheraton Stonebriar
Nicole Green
1549 Legacy Drive
Frisco, Texas 75034
Phone: 214-317-2260
Email: nicole.green@marriott.com

Team Hotel Contact

Westin Stonebriar
Nicole Green
1549 Legacy Drive
Frisco, Texas 75034
Phone: 214-317-2260
Email: nicole.green@marriott.com

Band Hotel Contact

Drury Inn & Suites Dallas - Frisco
April Zuniga
2880 Dallas Parkway
Frisco, Texas 75034
Phone: 214-705-9300
Email: dis.fris.174.gm@druryhotels.com

Media Hotel Contact

Comfort Suites at Frisco Square/Toyota Stadium
Dareen Joy Ogatis
9700 Dallas Parkway
Frisco, Texas 75033
Phone: 972-668-9700
Email: dareen@csfrisco.com

Team Hotel Contact

Omni Frisco
Chandler Roberts
100 Cowboy Way
Frisco, Texas 75034
Phone: 469-287-0427
Email: chandler.roberts@omnihotels.com

Band Hotel Contact

Hilton Dallas/Plano Granite Park
Katy Wolf
5805 Granite Parkway
Plano, Texas 75024
Phone: 469-353-5028
Email: katherine.wolf@hilton.com

Games Committee. The Division I Football Championship Committee shall appoint a games committee to actively supervise the conduct of the game. The chair of the Division I Football Championship Committee shall serve as chair of the games committee. The games committee also shall include the commissioner of the host conference, or the commissioner's designated representative. The chair may appoint additional persons to the committee as the chair deems necessary, provided that a majority of the members of the games committee are salaried on a regular basis by an NCAA member institution or conference and perform regular staff functions representing at least 50 percent of the normal workload for a staff member at that institution or conference. In addition to the chair and host conference's commissioner, the NCAA Division I Football Championship Committee shall be in attendance.

BANDS/SPIRIT SQUADS/MASCOTS

Band Communication. Each team band shall be provided with a two-way radio for use in communicating with the game producer. The game producer shall coordinate each team band playing, as well as public address announcements such that each team band is provided equitable time to play during game breaks and do not interfere with video board content or public address (PA) announcements. The band director, or his/her designee, should be available via a two-way radio (provided by the NCAA) at all times during the game. One of the championship game sideline assistants should be positioned on-field near the bands to provide additional communication assistance.

Bands, or any component thereof, are allowed to play during timeouts (except when designated NCAA promotions are occurring), halftime, and before and after the competition. Bands are not allowed to play during the game, once the ball is spotted and the umpire backs away from the ball. There will be a short call between each band director and Fred Bown of VWSE and Michael Gett of the NCAA to go through game protocol and answer any questions. Michael Gett with the NCAA will setup.

Band Practice. Confirm and coordinate band practice times on Friday, January 10 (if applicable) at at nearby Memorial Stadium with Michael Gett (317-410-7463) by **Friday, December 27**. Team bands may practice before the championship game. Band practice times must be scheduled and coordinated with Michael Gett (317-410-7463).

Dressing Rooms. The mascot and/or spirit squad for each team shall utilize locker rooms at the north end of the stadium. The designated home team will use North Locker Room A while the visiting team will be in North Locker Room B. The Team Frisco contact for mascots and spirit squads is Ann Ludlow (214-557-0811).

Spirit Squads. Cheerleaders and/or dance team members, not to exceed 12 in number, plus the mascot shall be admitted, if in uniform, via the gate list furnished to the NCAA by the competing institution's director of athletics (or designee); all other institutional representatives will be admitted only upon presentation of a ticket or credential. A maximum of 12 spirit squad members and one coach shall be allowed on the field during the progress of the game. The spirit squad members and mascot shall perform within an area designated by the NCAA. Institutions may bring more than the permissible 12 spirit squad members and rotate them on/off the field throughout the game as long as not more than 12 are on the field at any time. Those individuals above the maximum number of 12 must have a game ticket and be seated in a regular seating area when not performing on the field.

All spirit squads must conform to the guidelines set by the American Association of Cheerleader Coaches and Advisors (AACCA). Neither the NCAA nor the host institution/conference shall be responsible for supervising or monitoring routines performed by cheerleaders at championship events. Except as noted in this section, supervision of spirit squads and their activities, yells and stunts are solely the participating institution's responsibility. The participating institution shall ensure that the squad has sufficient training, supervision and equipment for any and all routines its squad may choose to perform.

Team Walks and Pre-Game Pep Rallies in Tailgate Town. Each team's band, spirit squad, mascot and alumni groups are strongly encouraged to participate in the "Team Walk" or entrance of their team into the stadium on game day and the pre-game pep rally in Tailgate Town. These events are described in further detail in the Fan Engagement section of the Operations Manual. Times of these events are listed below:

- | | |
|----------------|---|
| 8:10-8:25 a.m. | Team #1 pep rally (temporary stage near team walks) |
| 8:25-8:35 a.m. | Team #1 arrival and walk into stadium |
| 8:45-8:55 a.m. | Team #2 arrival and walk into stadium |
| 8:55-9:10 a.m. | Team #2 pep rally (temporary stage near team walks) |

BROADCASTING/DIGITAL

Camera and Technical Crew Bibs. Selected NCAA championships will require all camera and technical crews who have access to the field to wear a "bib" provided by the NCAA.

Camera Restrictions (Team Benches). Camera personnel may not shoot from behind the team benches into the team huddle even if the team huddles out on the field. The cameras may shoot only from outside a 10-foot perimeter of the benches. They must refrain from conversation with team, bench or officials from the time the game begins until it ends, including timeouts and halftime. The NCAA staff, in conjunction with the NCAA media coordinator, will designate the "off-limits" area surrounding the team benches. Sideline reporters may listen in during timeouts/commercial breaks and will be allowed access behind a team's bench throughout the game. This access is for the sideline reporter only and all camera restrictions will still apply. There will be no camera or live microphone, but the reporter may give a brief summary report following the timeout. Discussions in the team huddles will not be recorded or aired. Please see Appendix L for the ABC/ESPN access documents. These need to be completed by both participating teams and returned to a NCAA representative at the pre-championship meeting on Friday, January 10.

Halftime Interviews. Coaches from the game being played may be interviewed one at a time at the half (the coach of the leading team going into halftime, the coach of the trailing team coming out of halftime). In the event of a tie, the broadcast entity will interview the designated visiting team head coach going into the locker room and designated home team head coach coming out of the locker room.

The first interview must be conducted immediately following the end of the first half. The interview must not exceed 90 seconds. The halftime clock will not start until the interview has been completed and the field is clear. The second interview will be conducted upon the head coach returning to the field following halftime.

Injury Reports. Broadcast entities should make arrangements with the sports information contacts of the respective participating institutions to receive student-athlete injury reports during the competition. Due to the privacy act, institutions are not mandated to give injury reports.

Instant Replay. The host venue must work with the NCAA playing rules liaison and DVSPORT to provide an adequate space for the instant replay system. DVSPORT should provide all the technical equipment to make this possible. The venue must provide an adequate working space that is NOT in view or close proximity to spectators and media. The television entity may have to provide an ISO monitor and headset to the producer in the primary television truck.

Locker Room Areas. Broadcast partners may use a handheld camera and microphone to capture background footage of the team during pregame in the locker room. It is subject to permission by the head coach for the broadcast partners to use a handheld camera and microphone in the team locker room during halftime. Coaches and student-athletes may not be interviewed at this time in the locker room area. Broadcast partners may not use footage from the locker rooms on a live basis. The participating institutions' sports information contacts will communicate to broadcast partners any authorization for locker room access following the administrative meeting. At times other than pregame and halftime, broadcast partner sideline reporters and NCAA Productions may establish a presence outside the team locker rooms, tunnels and/or access hallways in the stadium and in any other areas approved by the football championship committee.

Microphones. Under no circumstances may broadcast entities place microphones on coaches, student-athletes or officials during competition. Broadcast entities may not place microphones on or near team benches or team huddles or in team locker rooms. Microphones may be placed on selected officials with the approval of the NCAA. NCAA Bylaw 31.6.4.5 Live Microphone on Coach: "The placement of microphones on a team coach or in team huddles and bench areas for television, radio or motion-picture purposes is prohibited in all NCAA championships."

Other Access. It is mandatory for the head coach and/or student-athlete interview take place no later than 90 minutes prior to kick-off on game day. The broadcast entity shall request, through the participating sports information contact, the head coach and/or student-athlete no later than two hours prior to kick-off. In addition, subject to the approval of the head coach, handheld camera and microphone access would be permitted at team meetings at the hotel; at team meals; and at other team activities. Finally, the head coach could also approve a student-athlete to be allowed to videotape and document a team's tournament experience from their perspective.

Practices. The NCAA's media partners (ESPN/ABC, Westwood One, Turner Sports/NCAA Digital) main production staff (e.g., producer, director, talent) will be permitted to observe the closed practices. Personnel from the NCAA's media partners may not interview or talk with the coaches or student-athletes during any open or closed practice, unless the first contact is initiated by the team personnel. If the television set-up is not complete, then television technicians may be permitted to be inside the venue to set-up.

Pregame Timing Sheet. It is the responsibility of the NCAA staff to complete the pregame timing sheet prior to the event. The NCAA broadcast staff member will be on site for the championship and must review it with the television producer and the timeout coordinator. The pregame timing sheet and the timeout format will be reviewed with the football championship committee and with representatives of the participating institutions at the administrative meeting.

Public Address Announcer. In coordination with the NCAA, Team Frisco will provide the public-address announcer for the championship.

Radio Frequencies. All broadcast partners (television and radio) and team scouting devices that have wireless microphone packages must work with local stadium radio frequencies requirements. The broadcast partner and teams should contact the local Society of Broadcast Engineers (SBE) coordinator.

Radio Rights. Broadcast of the championship game must conform to the general broadcasting policies established by the Association. All stations broadcasting a game will be required to apply for the rights by filling out the radio rights request form found at <http://www.ncaa.com/content/audio-policies>.

Team Buses. Subject to permission by the head coach, broadcast entities may videotape/film on the team buses. Additionally, broadcast entities may videotape the arrival of teams at the stadium. It is permissible for broadcast entities to interview coaches at that time.

CHAMPIONSHIP OPERATIONS

Administrative Meetings.

1. **Administrative Teleconference.** A telephone conference call with the NCAA Division I Football Championship Committee, NCAA representatives, representatives from Team Frisco and the athletics directors, head coaches, ticket managers, sports information contacts, and other necessary athletics department staff members of the competing teams will be conducted at 11 a.m. Eastern time, Monday, December 23. The NCAA national office will make the arrangements for the call.
2. **Administrative Meeting.** The chair of the NCAA Division I Football Championship Committee will conduct an administrative meeting at 10:15 a.m. Friday, January 10, in the Winner's Club at Toyota Stadium which all directors of athletics, head coaches, sports information contacts, television personnel, officials, video board producer, public address announcer, security representatives, game management staff and representatives of Team Frisco shall be in attendance. Details of the championship game will be discussed and the committee will be present to answer any questions concerning game administration. (Appendix A is a copy of the administrative meeting checklist.)

Ball Crew. Team Frisco shall provide a ball crew to support both teams for the game. The ball crew members must be at least 16 years of age and competent to perform the required duties. The ball crew members must wear shirts provided by Team Frisco and a logo bib provided by the NCAA for the championship game. Ball crew members (two on each sideline) must be assigned to each sideline as well as under each goal post (three each) to retrieve kicked balls. Field access credentials shall be required for all members of the ball crew. The ball crew members must perform their duties under the direction of the Referee.

Chain Crew. Team Frisco shall provide the chain crew and equipment for the game. The crew used for the game will be a crew that works Division I college football games in the Dallas-Fort Worth (DFW) area during the season. The chain crew shall consist of two people operating the measuring chain and one person operating the down indicator. This official chain crew shall work on the sideline opposite the press box. An auxiliary (unofficial) chain crew shall operate on the sideline of the press box. The chain crew members must wear shirts provided by Team Frisco, a uniform style of pants (referee pants or khaki pants) and a logo bib provided by the NCAA for the championship game. Unofficial red or orange nonslip line-to-gain ground markers positioned off the sidelines on both sides of the field are recommended. Team Frisco must provide back-up chains and line-to-gain markers for the championship game.

Competition Time. The 2020 NCAA Division I Football Championship Game is tentatively scheduled for a 11:04 a.m. (local time) kick-off. Michael Gett of the NCAA, Jenny McGhee of the Southland Conference, Fred Bowen of Van Wagner Sports and Entertainment (VWSE) and Alan Ficek of Toyota Stadium will be the primary contacts for pre-game event production and timing. On game day, these individuals will be on the field and/or in the press box to manage the timing and event production.

A countdown clock synched by Alan Ficek with the official game clock will be installed in a visible location in each locker room. It will take teams approximately three minutes to walk between locker rooms and the playing field. Other event staff members will be near the locker rooms to provide timing and logistical support during pregame. The assigned pregame warm-up areas on game day for each team can be found in Appendix F.

The following pregame schedule shall be used as the tentative schedule for the championship game. However, this schedule is subject to change according to television programming demands. The final schedule (timing sheets, scripts, run of show) shall be finalized not later than 7 a.m. the day before the game and will be provided during the Friday administrative meeting.

Also, it is anticipated that there will not be a slide in the start time for the 2020 NCAA Division I Football Championship Game. Please note that if there were to be a "slide" option, the start time may "slide" by

as many as five minutes. A “slide” must be determined not less than 60 minutes before kick-off. If so, Michael Gett will have prepared a separate pregame timing sheet using a five-minute slide and have copies available on game day if a “slide” will end up being applicable.

All times are local times – tentative schedule.

8:15-8:30 a.m.	Visiting Team pep rally
8:30-8:45 a.m.	Visiting Team walk into stadium
8:45-8:55 a.m.	Home Team walk into stadium
8:55-9:10 a.m.	Home Team pep rally
9 a.m.	Field available for teams
9:34 a.m.	Countdown clock begins (use 60-minute countdown when a “slide” is an option).
10 a.m.	Officials meeting with timer, ball persons and chain crew
10:24 a.m.	Welcome
10:34 a.m.	Teams leave field for locker rooms
10:47 a.m.	Officials notify visiting team in locker room – one-minute warning
10:48 a.m.	Visiting team exits locker room
10:49 a.m.	Officials notify home team in locker room
10:50 a.m.	Home team exits locker room
10:51 a.m.	Introduction of Visiting Team (run highlight video, then fireworks and fog machine as team runs out of tunnel)
10:53 a.m.	Introduction of Home Team (run highlight video, then fireworks and fog machine as team runs out of tunnel)
10:57 a.m.	National Anthem performance by team bands
10:58:30 a.m.	Tentative Flyover
11 a.m.	ABC live broadcast begins
11:01 a.m.	Introduction of team captains and select dignitaries. Coin toss
11:03:45 a.m.	Teams welcomed. Fireworks
11:04 a.m.	Kick-off

Contact Information. By Monday, December 23, participating teams shall email to Chad Tolliver of the NCAA staff (ctolliver@naaa.org) and Bruce Ludlow of Team Frisco (bludlow@southland.org) a completed institutional contact form (see Appendix G).

The primary team administrator will be the one person from your institution contacted to deal with significant issues that may arise between now and the end of the championship game. Communication will either be via email or phone.

Emergency Plan. The NCAA recognizes that there may be cases where circumstances warrant the delay or postponement of the championship game. The NCAA and Toyota Stadium have established this emergency plan that spells out the persons responsible for making such a decision as well as the procedure for doing so. Ultimately, game postponement and cancellation decisions will be made by the NCAA, in consultation with Team Frisco and ABC.

In case of an emergency, the teams will be kept informed of the decision making process through their representatives.

Expense Reimbursement Form. Expense forms with instructions will be available online if you are logged into the membership side of NCAA.org

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

Forms can be mailed to the director of athletics of each competing institution, if they are unable to be accessed via the website. Please contact the NCAA travel department at the national office (317-917-6757; e-mail: travel@ncaa.org) to receive hard copies of the form. Completed forms must be received at the NCAA national office within 30 days of competition.

Field Access. Team Frisco shall install directional signage between the playing field and locker rooms to clearly indicate to teams the path to walk to and from the field. Team Frisco game operations staff, competition site personnel, security and NCAA football championship committee members shall be deployed along this path during pre-game, halftime and post-game to ensure a smooth flow of traffic by participating teams and officials.

Halftime. The intermission will be 20 minutes; however, it can be adjusted to meet game administration situations. Eighteen (18) minutes will be allotted for the halftime entertainment, with the understanding the field must be cleared two minutes before the start of the second half. The time clock for the 20 minutes will start when the teams have cleared the field. Under no circumstances will the intermission be extended for entertainment. Sideline assistants will escort team bands to, on and off the field for their pregame (if applicable) and halftime performances.

Each competing team's band shall be granted six minutes of the 18-minute halftime entertainment period. Six minutes will be reserved for the host agency. If a competing team's band is not available, the NCAA may use its allotted time. The competing institutions must inform Michael Gett of the NCAA not later than Monday, December 23 if their bands, spirit squad, and mascot will be available.. A final halftime schedule will be shared with teams during the Friday, January 10 administrative meeting.

Home Team. The NCAA Division I Football Championship Committee has determined that the higher-seeded team will be the home team and wear dark jerseys. NCAA staff and the Division I Football Championship Committee will make team bench/sideline determinations. If neither team is seeded, NCAA staff and committee members will determine the home team most likely before the semifinal round of competition.

Instant Replay. Instant replay – a system using electronic means to review and assist game officials with certain on-field decisions – will be used during the NCAA Division I Football Championship Game. The use of instant replay will be governed by Rule 12 of the 2019 NCAA Football Rules and Interpretations. DVSPORT, Inc. will provide the necessary instant replay technology and the NCAA will assign the instant replay officials and personnel. The instant replay official will be required to attend the administrative meeting on Friday.

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. The committee shall hold a pre-championship meeting with the coaches of the participating institutions to review and explain the policies related to misconduct (as defined in Bylaw 31).

National Anthem. The National Anthem will be performed prior to the game.

Officials. The NCAA Division I Football Championship Committee shall assign the seven game officials and one alternate official for the contest. Those eight officials selected to work the NCAA Division I Football Championship Game shall report to the NCAA for all matters related to the administration of the championship game. During the conduct of the game, the referee shall be in charge.

Post-Championship Evaluations. After the championship game, the NCAA shall solicit feedback from the directors of athletics of the two participating teams. Additionally, a web-based survey link will be sent to each institution with instructions to email the link to the participating student-athletes on each team. This research will assist the NCAA Division I Football Championship Committee and Team Frisco in making improvements to the championship.

Practice. A practice schedule will be developed by the NCAA Division I Football Championship Committee in consultation with Team Frisco. Toyota Stadium practice fields four and seven will be made available for Thursday and a backup location for Friday team practices. Friday team practices are tentatively scheduled to take place at the Ford Center. At Toyota Stadium the visiting team will practice on Field Four and the home team on Field Seven. Each of these practice fields features natural grass surfaces similar to the championship game field. The championship game field is not available for practice prior to the game; however, both teams may walk on the field following their respective team photo on Thursday, January 9 (with the exception of any painted logos and the end zones). Teams should wear turf/tennis shoes and not cleats for the facility walkthrough.

Team practices on both Thursday and Friday will be closed to the media. Media availability will be permitted for 30 minutes after the team picture on Thursday. On Friday, a minimum of three student-athletes and the head coach of each team will participate in scheduled news conferences that day. If a Wednesday practice is held, the head coach shall determine if the session will be open to the media. The media should be informed when the interviews will be conducted. Team practice arrangements may not be changed without NCAA approval.

The Thursday practice shall also be open to a limited number of local high school football coaches to view practices as guests of the NCAA and Team Frisco.

All team practices will be closed to the general public. Each team will be issued 100 credentials that they may issue to family members, alumni and other key constituents that they would like to have access to their team practices. Credentials will be issued by the NCAA media coordinator to the sports information director of each team. Each team shall assign a staff member to the practice field entrance gates to assist with credential/access management during their practice.

On Thursday, the home team shall practice from 10 a.m.-Noon and the visiting team shall practice from 1:30-3:30 p.m. On Friday, the visiting team shall practice from 1-2 p.m. and the home team shall practice from 2:45-3:45 p.m. Please note that if your team arrives on Wednesday and desires to practice on your designated practice field, you should contact Nick Shafer, Vice President of Stadium Operations at Toyota Stadium [469-365-0007 (w); 972-795-9959 (c); nshafer@fcdallas.net] to determine whether that would be permissible.

Two lifts should be available on each practice field for team video personnel and equipment. One lift should provide an end zone view and one lift should provide a sideline view.

Darrell Walsh (501-358-2754; darrellw@uca.edu) and Andrew Bechac (985-507-1847; andrew.bechac@selu.edu) will be the team practice liaisons and will be on-site before, during and after each team practice to address any team needs.

It is strongly encouraged that participating institutions use their established practice times at the Toyota Stadium practice fields (Thursday) and/or the Ford Center (Friday). However, should an institution choose not to practice at the Toyota Stadium practice fields (Thursday) and/or the Ford Center (Friday) they are permitted to practice off-site. The institution will be solely responsible for making all arrangements for off-site practices. The institution will assume any and all risks/liability associated with that off-site practice/practice location.

Any institutions choosing not to practice at the Toyota Stadium practice fields will still be required to keep the previously established media obligations at Toyota Stadium. **No exceptions will be made.**

NCAA staff, Southland Conference and Toyota Stadium staff should be notified immediately if a participating team does not wish to use their scheduled practice time at the Toyota Stadium practice fields or the Ford Center.

In case of inclement weather only, indoor practice fields have been reserved at Lone Star High School (2606 Panther Creek Parkway, Frisco, Texas 75034) for the home team and Wakeland High School (10700 Legacy Drive, Frisco, Texas 75034) for the visiting team. Each competition site is an enclosed, turf field 35 yards in length and of regulation width. If necessary, locker rooms and dressing areas are available at each high school. Contact: Ann Ludlow, FISS Athletics – Secondary Athletics Facilities; [469-633-6120 (w); 214-557-0811 (c); ludlowa@friscoisd.org].

Sports Wagering. Per NCAA Bylaw 10, institutional staff members, conference office staff members and student-athletes shall not knowingly participate in sports wagering activities or provide information to individuals involved in or associated with any type of sports wagering activities concerning intercollegiate, amateur or professional athletics competition.

Starting Line-ups. Each team shall provide to the NCAA media coordinator, Sahar Abdur-Rashid, not later than Friday, January 10 its starting line-up for the championship game. This information will be used to develop in-game video board/PA and ABC broadcast content. Teams may make adjustments to the line-ups up until game time and communicate that information to Sahar Abdur-Rashid.

Team Hosts. The team hosts will serve as a “conciierge” for the participating institution’s travel party. The Team Host for the home team is Bruce Ludlow, Southland Conference (214-394-7522; bludlow@southland.org). The Team Host for the visiting team is Tom Burnett, Southland Conference (469-628-7727; tburnett@southland.org).

Tobacco Ban. The use of tobacco products is prohibited by all game personnel (e.g., coaches, athletic trainers, managers and game officials) in all sports during practice and competition. Uniform penalties (as determined by the applicable rules-making committees and sports committees with rules-making responsibilities) shall be established for such use.

Travel Party/Squad Size. The official traveling party for the NCAA Division I Football Championship Game shall consist of 145 persons. Transportation expenses and a \$150 per diem will tentatively be provided for each member of the travel party.

The number of student-athletes in uniform cannot exceed 70, and at the administrative meeting, each coach shall designate the 70 student-athletes who will participate in the championship. A roster will be provided that should be used to list the 70 student-athletes as well as other personnel to be allowed on the sidelines during the game.

No substitutions will be permitted after the submission of the list for any reason. NCAA executive regulations may require the games committee to forfeit the game to the opponent of a team with more than 70 student-athletes in uniform.

In addition, additional student-athletes on the institutional squad list as of the date of the first-round games (not on the 70-man roster) will be allowed on the sidelines in their team bench area. The additional student-athletes must be wearing the same color game jersey top as the rest of their team (no pads/helmet) and other institutionally issued apparel (e.g., sweatsuit pants).

Video Board. The two participating teams will be instructed by the NCAA to provide introduction videos, logos,, PSAs and other materials in electronic format to Fred Bowen (574-807-5287; bowen@vwbsn.com) of Van Wagner Sports and Entertainment by Friday, December 27 for display on the stadium video boards. NCAA staff will work with VWSE to develop a comprehensive video board production plan and run of show, inclusive of public address announcements and timing. Toyota Stadium staff will provide video board operational support to Fred Bowen as the video board producer, during the game and will be available during championship week to finalize all production planning. A game production meeting is scheduled for 3 p.m. on Thursday, January 9 at the Toyota Stadium Winners Club.

COMPETITION SITE

Coaches' Press Box Booths. The visiting team coaches will be assigned to press box television booth two (2) and the home team coaches will be assigned to press box radio booth three (3). Consistent with NCAA Playing Rules, Team Frisco shall ensure that each coaches box is equipped with a monitor for the display of live television. These monitors shall not include replay or recording capabilities. Individuals in the coaches' boxes will need one of the 36 sideline passes provided to each team.

Competition Site Maps. Maps of Toyota Stadium, its surrounding parking lots and streets as well as a map of the Frisco, Texas area can be found in Appendix E of this Manual.

Entrances. Each entrance must be staffed by an adequate number of persons. Signage must be posted to clearly identify all entrances. No one shall be allowed to enter the stadium without a ticket or credential.

1. **General Public Entrance.** General public entrances shall open 120 minutes prior to the start of the game. Information shall be posted at each gate reminding ticket-holders of prohibited items. Gates shall close at the start of the 4th quarter of the game.
2. **Student-Athlete/Guest Entrance.** All patrons holding student-athlete/guest "complimentary" tickets shall be admitted through a special gate on the East side of the North stadium gates.
3. **Bands/Spirit Squads/Mascots.** Uniformed band members, spirit squads and mascots must enter the stadium as a group. The visiting team band will enter the stadium through the North Gate and proceed directly to their seats. The home team band will enter the stadium also through the North Gate and proceed directly to their seats.
4. **Team Buses.** Team buses will drop student-athletes, coaches and support personnel off at the corner of World Cup Way and the entry drive between the Gold and Platinum Lots on the Northwest side of the stadium to the North Gate. The teams will be greeted by their band, cheerleaders, alumni group and other fans as they walk toward the stadium. Security will be on hand and ropes/barricades in place to restrain spectators and ensure a clear path from the bus to the locker room doors.

Team #1 Scheduled Arrival: 8:25-8:35 a.m.

Team #2 Scheduled Arrival: 8:45-8:55 a.m.

5. **Media Entrances.** The media will have two entrance points at Toyota Stadium. Additional photo/television work spaces will be located on the main floor of the building on the northwest side of the stadium – the media will enter the Toyota Stadium office doors at the northwest corner of the stadium. In order to access the press box and game day meal, the media must enter the stadium through the Winners Club on the west side of the stadium. Press Conferences will be located in South Press Conference Room and can be accessed via SW Concourse Elevator and SW concourse stairs.
6. **Media Elevator.** Media may enter the press box area through the elevator located in the Winners Club on the west side of the stadium. Credentials shall be required to use the press elevator.
7. **Officials.** The officials shall enter through the SE gate on the south side of the facility.
8. **Participant Entrance.** The participating teams shall enter the competition site through the northwest gate, which is located on the street level, on the north side of the stadium. After the team walk, the team busses will immediately pull into the Team Only south side bus compound, and any remaining equipment or personnel will enter the south gates and make their way to the team locker rooms located on the lower level of the south side of the stadium.

First Aid. The first aid station inside Toyota Stadium is located on the northeast corner of the concourse, near the FC Dallas Team Shop.

1. **Teams.** Upon arrival, the head equipment manager for each team shall be provided with one locker room key. Locker rooms shall be available for team set-up by Wednesday evening, January 8. Team equipment delivery vehicles can reach the locker rooms from the street near the south gate of the stadium. Field-access deliveries should be made through the stadium tunnel access from the northwest corner of the facility. Teams should contact Josh Harding (469-585-9340) to arrange field-access equipment deliveries. Following delivery, the institution's delivery vehicle should use the team hotel for overnight parking.

Each team will have a portable storage pod available to them for storage. These pods will be placed on each teams respective practice field at Toyota Stadium.

White, non-logo towels, soap, ice and beverages will be provided in each locker room. Teams should contact Josh Harding (469-585-9340) for their locker room supply needs.

Parking. The LOC shall be responsible for maintenance and security in connection with its parking areas at its expense. On-site parking must be provided for participating institutions, championship personnel and officials in well-marked spaces. Sufficient parking space must also be made available to attending spectators.

1. **ADA Parking.** ADA parking is available in Platinum, Gold, Red, Green, and Blue Lots. Space is first-come, first-served. A disabled hang tag or disabled license plate is required to park in these spots.
2. **Media.** 125 parking spaces should be allocated and designated for media parking on game day in the North Gold parking lot. The media parking passes will be yellow in color.
3. **General Public.** Spectators will be able to park in the Red, Blue, Green, or White parking lots. All competition site parking lots should be closed to the general public until 6 a.m. on game day. Also, the local organizing committee (LOC) shall use its best efforts to ensure other lots near the stadium that are not controlled by the LOC adhere to this same standard. Parking passes shall be sold for \$20 each, may not be purchased in advance and a parking map shall be printed on the back of each parking pass. A no re-entry policy will be enforced on game day. The parking passes will be produced by Nick Shafer with Toyota Stadium.
4. **Team VIP.** Each institution will be provided five parking passes in the Platinum parking lot. In addition, 25 Platinum lot parking passes will be held back for sale to the VIPs of the participating teams. Each institution shall decide how many, if any, of the parking passes they want and purchase them in bulk from the LOC.
5. **Recreational Vehicles.** Spectators with Recreational Vehicles (RVs) and Campers will be charged \$20 per parking space that their RV or Camper occupies. There is no saving of spaces and a no-entry policy will be in place. RVs or campers will be able to enter any of the Toyota Stadium lots at 7 a.m. and will be charged \$20 per each parking space that is taken up by the vehicle. The parking lots for RVs and campers will not open until the day of the game.
6. **Team Buses.** After dropping off teams at the corner of World Cup Way and Lamar Hunt Way for team walks, coach/player/staff team buses will be directed and parked in the south end of stadium team designated bus compounds. Toyota Stadium shall provide this space as a designated complimentary parking area for team buses. All other Team Buses or courtesy cars will be directed into the Gold Lot complimentary.
7. **Team Band Buses.** Team band buses shall park in the North Gold parking lot.

Playing Surface. Toyota Stadium features a sand based field installed with a hybrid Bermuda grass variety called Tiffway 419. The field is manicured with reel type mowers daily from ¾ to one inch in height.

Signage. No advertising, banners, signs or displays of any kind may be hung, posted or displayed anywhere within the general public seating/viewing area of the competition, practice and ancillary events site(s) (i.e., any place that can be seen from the playing surface or seats), including the scoreboard other than NCAA banners and television banners approved by the NCAA. Any permanently-affixed (or previously leased) advertising banners, signs, cup holders or displays shall be covered with décor elements by the competition, practice and ancillary event site(s) and at the competition, practice and ancillary event site(s) expense as specified by the NCAA

- **Media Banners.** Only ABC, Westwood One and the NCAA may display banners in the stadium. No other radio or television outlet may display a banner. ABC may display only two banners and Westwood One may display one banner.

Tailgating. Tailgating is a longstanding college football tradition and an important component of game day activities. To ensure that spectators have a safe and enjoyable experience, spectators are asked to adhere to the following regulations on game day, unless specifically authorized to do otherwise by the NCAA:

1. Possession and consumption of alcohol in the Toyota Stadium parking areas is subject to the laws and regulations of the State of Texas and/or City of Frisco. Police will patrol these areas and enforce all applicable laws.
2. No kegs or other common source containers.
3. No tents larger than 10' x 10' and they must be located in front of a parked car or within the four spaces allocated to a recreational vehicle.
4. Tailgating activities that take up vacant parking spaces or interfere with pedestrian or car traffic flow within or around a parking lot are prohibited.
5. Parking permit holders are responsible for functions they host in their parking spaces.
6. Open flames are not permitted.
7. Pop-up tents and canopies must be secured or dismantled if left unattended.
8. Lots open at 6 a.m. on game day. All spectators are encouraged not to come before this time as traffic line-ups will not be permitted. Parking lots will stay open after the game, but all vehicles must be off property by 11:30 p.m. that night.
9. All vehicles in the stadium parking lots must keep their parking pass displayed at all times, or be subject to towing.
10. No corporate signage is permitted at any time unless prior written approval by the NCAA has been obtained.
11. No couches or upholstered furniture are permitted.
12. Spectators who want to watch television or use other entertainment devices that require electricity are allowed to do so as long as they provide their own power and video sources.
13. No outside food vendors are allowed without the permission of the NCAA or Toyota Stadium.

14. Pets are permitted but must be kept on a leash at all times.

Team Benches. NCAA staff and the Division I Football Championship Committee will make team bench/sideline determinations. The Team B team bench shall tentatively be assigned to the east side of the playing field and the Team A team bench shall tentatively be assigned to the west (press box) side of the playing field. Team B shall be assigned the south end zone and the Team A to the north end zone. See Appendix F for a diagram.

Videotaping. Team video taping will be directly behind the south endzone score board located in the 200 level of the south side of the stadium. Members of the video crews should apply for credentials indicating they are team video crew members. Team video crews may arrange to visit the video locations prior to game day by contacting Nick Shafer (972-795-9959). For team practices, two lifts will be available on each practice field (end zone view and sideline view) for team video personnel and equipment.

DRUG TESTING

The NCAA is dedicated to fair and equitable competition throughout each round of NCAA championships and strongly supports the drug-testing program established by its membership, to safeguard the health and safety of the participating student-athletes.

Drug Testing Procedures. All student-athletes are subject to NCAA drug testing at all NCAA championships. The goal of the drug-testing program is to provide safe, fair and equitable competition as well as to protect the health and safety of all NCAA student-athletes participating in NCAA championships and postseason certified events.

The National Center for Drug Free Sport will conduct drug testing at selected championships, and the assistance of the host institution will be a vital part of the testing.

Drug Testing Statement. 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.

Media Obligations.

- **Team Championships.** Each team is provided a postgame cooling-off period. At the conclusion of the cooling-off 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. Any student-athlete selected to participate in any postgame news conference is required to attend the news conference prior to checking in at the drug-testing venue. The student-athlete will be escorted to the drug-testing area after all media obligations have been fulfilled.

Site Coordinator. The drug-testing site coordinator for the 2020 NCAA Division I Football Championship Game is Raul Martinez, athletic trainer, Bandera High School (Cell: 469-995-5642; Email: rmartinez).

Testing Area. For the championship game, if drug testing is to occur it shall take place in the North end referee Locker room (designated visiting team) and in the FC Dallas locker room (designated home team).

EQUIPMENT

Cups, Coolers and Water Bottles. The NCAA will provide standardized drinking cups, water coolers and water bottles for the team bench areas that will be shipped to the stadium. This equipment must be available for all practices and the championship game at the team benches. Athletic trainers of the participating teams who premix special fluid replacements shall be instructed prior to the competition that they shall use the NCAA issued water bottles and other equipment on game day and during official team practices. Participating teams shall place any pre-mix fluid replacement in the NCAA-issued coolers and water bottles (when applicable). No other cups, cans, coolers or squeeze bottles, including any provided by an NCAA corporate champion/partner, may be used on the sidelines, in the locker rooms, hospitality areas, or in media areas. The host conference may retain the coolers, cooler carts, and ice chests after the competition. Participating teams may retain the water bottles and bottle carriers after the competition.

Field Communication Devices. Teams are expected to bring their own field communication devices (e.g., coaches headsets) for use during the championship game. The stadium staff will assist each team in setting up their headsets.

It is the committee's policy that, if during the game, one set of communication devices is not working, the other team is not required to disconnect its own communication devices. However, the stadium staff will assist any team whose headsets become inoperable during the game by attempting to restore the headsets to working order.

Both teams will be limited in the number of field communication devices that can be used in accordance with NCAA Football Playing Rule 1-4-12.

Game Balls. The Wilson F1001, F1003, F1004, F1005 and F1103 (GST-Prime) footballs are the official balls for the NCAA Division I Football Championship. The game balls will be stamped with the 2020 NCAA Division I Football Championship Game logo.

Twelve (12) stamped game balls will also be shipped by Wilson to both of the teams advancing to the championship game for their use in preparation for and during the championship game in Frisco.

Team Benches. Toyota Stadium staff will ensure that the following equipment is provided and in place on each team's bench area on game day:

1. Four benches;
2. (Three) 8' folding tables (more as requested);
3. Athletic training/taping table;
4. 10-gallon water coolers;
5. 64-quart ice chests;
6. Six 50-pound bags of ice;
7. 1,000 eight-ounce paper cups; and
8. Six (6) cases of non-carbonated drinks.

X-Ray Machine. If necessary, teams should use the x-ray machine available at Toyota Stadium. Teams should consult with the Team Frisco medical support staff to schedule usage.

FAN ENGAGEMENT

Community Outreach. The Miracle League of Frisco, Performance Indoor Training and Team Frisco have teamed up to sponsor a Community Outreach Program to benefit special needs children. The event will take place at Performance Indoor Training – 7255 Meadow Hill Drive, Frisco, Texas 75033 – from 4:45 p.m.-6:15 p.m. on Thursday, January 9.

Both FCS championship teams are expected to participate. At a minimum each participating institution shall send 30 student-athletes to participate in this event. FCS teams will depart Performance Indoor Training at 6:30 p.m. and arrive at TopGolf - Allen in time for the Great Texas Barbecue Bowl at 6:45 p.m.

The Miracle League of Frisco is a sports organization for special needs children from the ages of 5 through 19. Their goal is to provide a positive experience for the children that participate in their league.

The Miracle League offers baseball, soccer, bowling, football, basketball, track and soon golf. Eligible players are any child with special needs (with all levels of disabilities) that reside throughout the North Texas area.

Performance Indoor Training is approximately 15 minutes from the team hotels, just north and east of Toyota Stadium.

Conference Call. The NCAA will conduct a fan engagement teleconference call with selected staff of the two advancing teams, Monday, December 23 at 12:30 p.m. Eastern Time. Individuals on the call from each team should include contacts for marketing, tickets, bands, spirit squads and alumni groups.

Tailgate Town. The NCAA will be offering Tailgate Town, a free interactive fan festival, in the North Plaza of Toyota Stadium between 9 a.m. and halftime of the championship game. The event includes football interactives, championship photo opportunities, FCS history displays, a mechanical bull, face painters, championship merchandise and more. It is the perfect place for team fans to hang out prior to the game.

Team Walks. Upon arriving at the stadium on game day, each participating team will make a short walk (approximately 250 yards) from the corner of World Cup Way and Lamar Hunt Way on the Northwest side of the stadium to the North entrance of the stadium. From there they will walk down the stairs and across the field into their locker room. The teams will be greeted by their team band, spirit squads, alumni and fans as they walk toward the stadium. The team walks will provide a grand opening to the pre-game festivities and a final chance for loyal fans to wish each team good luck before the game. Security will be on hand and ropes/barricades in place to restrain spectators and ensure a clear path from the bus to the locker room doors. Any injured players or others who do not wish to make the walk can stay on the team bus and be delivered to a location just outside the team locker rooms shortly after the team walk begins. Questions regarding band, spirit squad, mascot and alumni group participation in these events should be directed to Candace Martin of the NCAA (901-461-9956 or cmartin@ncaa.org).

Visiting Team Scheduled Arrival: 8:25-8:35 a.m.

Home Team Scheduled Arrival: 8:45-8:55 a.m.

Pregame Pep Rallies. Each institution's band, spirit squad(s) and mascot are encouraged to perform on a stage set up near the team walk area prior to the championship game for the enjoyment of their fans. Performances will be structured in a "Pep Rally" format with the spirit squads and mascots performing on stage and the school band surrounding the stage. A short speech by the school president, director of athletics or other notable figure may also be incorporated and both pep rallies will be coordinated by a professional emcee. The pep rallies will take place immediately before or after each team walk for the convenience of fans, bands and spirit squads.

Visiting Team Start Time: 8:10 a.m.

Visiting Team Conclusion Time: 8:25 a.m. (or upon arrival of team buses for team walk)

Home Team Start Time: 8:55 a.m. (or upon conclusion of team walk)

Home Team Conclusion Time: 9:10 a.m.

Bands should plan to meet Candace Martin of the NCAA (901-461-9956 or comartin@ncaa.org) at the NCAA stage area on Lamar Hunt Way at least 15 minutes in advance of their performance for instructions. Advance coordination between the school spirit groups and speakers and communication of those plans with Zach Christopher should also be accomplished several days before the game.

Other Spirit Squad/Mascot Appearances. Spirit squads and mascots are welcome and encouraged to participate in Tailgate Town activities throughout the day and will gladly be incorporated into the stage programming whenever possible. Please communicate with Scott Fosler of the NCAA (317-966-6353 or sfosler@ncaa.org) who will be producing the NCAA stage and demonstration field area throughout the day.

Team Introductions. For pre-game player introductions out of team locker rooms, the NCAA will tentatively supply an arch truss to run under equipped with smoke machines and sparklers. As such, teams will not be permitted to bring their own tunnels, smoke machines or other devices. Pre-game introductions will be coordinated by the NCAA; teams will take the field once given notification from the NCAA, per the pre-game timing sheet.

GENERAL PUBLIC

Banners and Artificial Noisemakers. Artificial noisemakers, air horns, electronic instruments, streamers, etc. are not permissible. Regarding signs, flags and banners, items that can be held by one individual, reflect good sportsmanship and do not block the view of other ticket patrons may be permitted. All other items will be confiscated by venue security.

Championship Merchandise. The NCAA retains the exclusive right to sell souvenir products at the 2020 NCAA Division I Football Championship Game. Team Frisco is required to sell items provided by the official NCAA event championship merchandiser. The official NCAA event championship merchandiser is Event 1, Inc. a subsidiary of GEAR FOR SPORTS, Inc.

First Aid. The first aid station inside Toyota Stadium is located on the Northeast corner of the concourse, near the FC Dallas Team Shop.

Parking. For information about general public parking, see the Competition Site section of this Participant Manual.

Promotional Items. Promotional items (e.g., cups, shakers, flags, etc.) with commercial slogans or identification are not allowed on the premises. Items such as newspapers, handbills, flyers, memorabilia, t-shirts, caps, etc., except products sold by the NCAA or its agents, may not be distributed on the premises without NCAA approval.

Seating. For information about general public seating, see the Tickets section in this Participant Manual.

Smoking. . Smoking is not permitted in the stadium seating areas or along the railing overlooking the seating bowl, club, suites or restrooms. The designated smoking areas are located on each of the four concourses, just inside the stadium gates.

Souvenir Programs. On behalf of the NCAA, IMG College will publish the official souvenir program for the championship game. Programs will be sold at various locations throughout the stadium on game day.

Transportation. For information about local fan transportation, see the Transportation section of this Participant Manual.

HOSPITALITY EVENTS

In order to welcome participating student-athletes, traveling parties and other school officials to the NCAA Division I Football Championship and the City of Frisco, several hospitality events and programs have been planned.

Alumni Pregame Hospitality Tents. Hospitality space shall be made available inside Tailgate Town (Toyota Stadium North Concourse) for each university. Alumni associations should contact Heather Fuxa (469-365-0209; hfuxa@legends.net), to coordinate hospitality tents, security and catering needs.

Championship Banquet (Breakfast). This emceed event will honor the two participating teams in a more formal setting, highlight this season's accomplishments through a video presentation and words from each head coach, honor the Elite 90 Academic Award winner and allow interactive opportunities in the National Soccer Hall of Fame.

1. Friday, January 10; 8:30-10 a.m. at the Hall of Fame Club in Toyota Stadium.
2. Each team will receive 145 invitations from the local organizing committee (Bruce Ludlow) to this event for their student-athletes, coaches, administrators and spouses/family. A full breakfast will be served. Student-athletes, coaches and administrators should be dressed in business/business casual. Teams will travel to the event in their team buses, without a police escort.
3. Each head coach will be asked to speak briefly. The NCAA Elite 90 Academic Award will be announced during the banquet. A team photo plaque will be provided to members of each team at the conclusion of the event by the Southland Conference.

Cowboy Hats. Team Frisco will provide complementary cowboy hats for the participating student-athletes. By Friday, December 27 teams shall submit a spreadsheet listing its student-athlete helmet sizes to Bruce Ludlow (bludlow@southland.org) so that Team Frisco cowboy hats can be produced in time for the teams arrival in Frisco. This should be a head size measurement, and not just large, extra-large, etc. Please include the student-athlete's name with their head size measurement.

FCS Summit. The Southland Conference will not host an FCS Summit in conjunction with the 2020 NCAA Division I Football Championship Game. Any FCS Commissioners in attendance will be provided with a credential to gain access to the NCAA Suite 23 inside Toyota Stadium.

Frisco Fun Pass.

1. Provides discounted admission to several of Frisco's best attractions, entertainment centers and museums.
2. Great for families and those interested in learning more about Frisco, Texas during their stay.
3. Distributed to all team traveling party members through the team director of football operations/travel manager.

Great Texas Barbecue Bowl. A night for the teams to relax, socialize and enjoy some great authentic Texas barbecue in a fun and informal setting. This year's event will be hosted by the NCAA and Team Frisco at TopGolf in Allen, TX. TopGolf features over 60 heated bays for exciting target golf games, television viewing and eating. Other entertainment options include arcade games, billiards, tailgate games and a live DJ – all open for the free and exclusive use of Great Texas Barbecue Bowl guests. The event will conclude with a short competition between student-athletes and coaches from the two competing teams. The event takes place on Thursday, January 9 from 7-8:45 p.m. at TopGolf in Allen, TX.

Each team will receive 145 invitations from the local organizing committee (Bruce Ludlow) to this event for their student-athletes, coaches, administrators and spouses/family. A full dinner featuring barbecue will be served. Teams will travel to the event in their team buses, without a police escort. Student-athletes should wear travel sweat suits. Coaches and administrators should be dressed in business casual attire.

New for 2020, due to the limited space available at the venue we will not be able to accommodate any additional attendees beyond the 145 per institution.

VIP Reception. Invitation-only event for participating teams, local dignitaries and special guests.

1. Friday, January 10; 5-6 p.m. at the U.S. Open Cup Club Room at Toyota Stadium.
2. University administrators and their special guests are encouraged to attend. Individuals should dress in business attire. Individuals shall use personal transportation to the event. Hors d'oeuvres will be served and there will be an open bar. Each team is provided 25 invitations.
3. There will be a minimal program at this event, with the chancellor/president (or his/her designee) asked to speak briefly on behalf of their institution.

LODGING

Band Hotels. The bands of the participating teams will be assigned to either the Drury Inn & Suites Dallas-Frisco or the Hilton Dallas/Plano Granite Park. The winning team band from the upper half of the bracket will be assigned to the Drury Inn & Suites Dallas-Frisco and the winning team band from the lower half of the bracket will be assigned to Hilton Dallas/Plano Granite Park.

A minimum of 60 rooms should be reserved at each hotel for the participating bands for the night of January 10. Although the NCAA and Team Frisco shall make preliminary arrangements, each band shall be responsible for finalizing all arrangements and for making payments. The rooms should be released at 5 p.m. local time on January 3, 2020 if not picked up by the assigned band.

Headquarters Hotel. The Sheraton Stonebriar will serve as championship game headquarters hotel.

Media Hotel. Sleeping rooms can be reserved at the Comfort Suites at Frisco Square/Toyota Stadium starting Wednesday, January 2 for \$99 a night. Deadline for the media to apply for a room at the price above is Wednesday, December 26 at 5 p.m. (Eastern time). This room block is available on a first-come, first-serve basis and hotel rooms and price will not be guaranteed.

Team Hotels. The participating teams will be assigned to either the Westin Stonebriar or the Omni Frisco. The winner of the upper half of the bracket will be assigned to the Westin Stonebriar and the winner of the lower half of the bracket will be assigned to the Omni Frisco.

A minimum of 113 rooms (20 king, 90 dbl-dbl's and three suites) should be reserved at each hotel for the participating teams for the nights of January 8-11, at the minimum.

Although the NCAA shall make the preliminary arrangements, each team shall be responsible for finalizing all arrangements (e.g., room assignments, meeting room scheduling, food and beverage services) and for making payments. Teams must finalize hotel needs and contracts not later than Friday, December 27, 2019.

MEDIA SERVICES/CREDENTIALS

Championship Trophy Displays. The national championship trophy will be on display at various times during game week for photo and video purposes. The trophy will be on display on-field during pre-game of the national championship, during all team news conferences, and at all NCAA-coordinated team entertainment events (e.g., dinners, banquets, etc.).

Coin Toss Access. On-field access for photographers and videographers during the coin toss and other pre-game ceremonies shall be limited as follows: school institutional photographer and videographer, the NCAA photographer and selected national agencies, which will provide photos to other agencies.

Credentials. All press credentials are authorized and issued by Sahar Abdur-Rashid, NCAA media coordinator, for the Division I Football Championship Game.

All working credentials **MUST BE CLAIMED IN PERSON**. Credentials will be assigned to the individuals using them or their companies, and identification will be required for pick-up. All credential requests shall be made to the NCAA media coordinator at the NCAA national office.

All media requests for working press credentials for the national championship game shall be made online at <http://www.ncaa.com/media> prior to January 2 at 5 p.m. (Eastern time).

NCAA policy prohibits the issuance of press credentials to 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. Working credentials will not be mailed. The credentials can be claimed:

Thursday, January 9	FC Dallas Administrative Offices – Toyota Stadium	8 a.m.-3 p.m.
Friday, January 10	FC Dallas Administrative Offices – Toyota Stadium	11 a.m.-3 p.m.
Saturday, January 11	FC Dallas Administrative Offices – Toyota Stadium	7:30 a.m.-Noon

Credentials for working personnel are ordered by the NCAA media coordinator when ordering the passes provided to members of the media. (Refer to “Credentials” section of Media Arrangements.).

Each participating team will receive 13 All-Access credentials for its “University Personnel (e.g., president/chancellor, director of athletics, faculty athletics representative, associate directors of athletics and sports information contacts)”. Each institution’s applicable conference office staff will receive an additional three all-access credentials. All-access credentials are good for stadium entrance. Please provide names for participating institutions to Sahar Abdur-Rashid no later than January 2 at 5 p.m. (Eastern time).

Each institution will also be provided 25 VIP passes, which will allow key constituents (e.g., alumni, spouses, etc.) to have access to the field, press box, news conference and locker room areas. This pass is not good for stadium entrance.

Head Coaches Media Teleconferences. The head coach of each of the two teams will participate in a separate teleconference with national media, Friday, January 3. The teleconference for the head coach of the home team will be 2-2:30 p.m. (Eastern Time) and the teleconference for the head coach of the visiting team will be 2:30-3 p.m. (Eastern Time).

Interview Areas. Interviews will be conducted before and after the championship game. All coaches and student-athletes will be available for interviews in a designated area.

Following the championship game, selected student-athletes may be required to register for drug testing. Student-athletes cannot delay drug-testing registration unless requested to grant a short interview (not to exceed four minutes) by ABC, which has purchased rights to the contest. After the drug-testing registration procedure, each student-athlete will be available for interviews for up to 30 MINUTES before

he must report to the drug-testing competition site. No interviews may take place with the student-athletes during the 10-minute cooling-off period or during registration for drug testing.

The championship game media coordination representative shall escort the sports information contact, the head coach and a minimum of two student-athletes to the interview area after a 10-minute cooling-off period.

All locker rooms shall be open to the media after a 10-minute cooling-off period, which begins when the head coach enters the locker room immediately after the game. The head coach must proceed directly to the locker room after the game unless requested to remain for a short interview (not to exceed four minutes) by ABC, who will produce the game for airing on television. **THE LOCKER ROOM SHALL BE OPEN TO THE MEDIA FOR UP TO 30 MINUTES AFTER THE 10-MINUTE COOLING-OFF PERIOD HAS EXPIRED.**

The coach shall designate a minimum of two starters to report to the interview area immediately after the locker room opens. The NCAA media coordinator also may request the coach to include additional student-athletes to join the group in the interview room should the student-athletes' performances merit their inclusion.

THE POSTGAME NEWS CONFERENCE FORMAT SPECIFIES THAT THE LOSING HEAD COACH AND STUDENT-ATHLETES BE SCHEDULED IN THE INTERVIEW ROOM BEFORE THE WINNING HEAD COACH AND STUDENT-ATHLETES. The interviews with the losing head coach and student-athletes generally will not exceed a maximum of 10 minutes.

Regardless of any personal regular-season radio and/or television contracts, the head coach first is obligated to the entire press staffing the championship game and must report to the interview room immediately after the 10-minute cooling-off period expires. The head coach cannot delay a postgame interview with the covering press to conduct a program for a single newspaper, radio or television reporter unless requested to grant a short interview (not to exceed four minutes) by ABC. After fulfilling this commitment to the press staffing the championship game, the head coach may participate in a special interview.

Coaches shall not become available to selected media representatives prior to the conclusion of the 10-minute cooling-off period. They may, however, immediately report to the interview room and make themselves available to all media representatives staffing the championship game. Should a coach permit one media representative to enter the dressing room before the 10-minute cooling-off period has expired, the dressing room shall be open to all other media representatives desiring access to the area.

Media Hospitality. A media meal will be served prior to the start of the game.

Media Interview Room. The media interview room is located in the south endzone on the main floor of the National Soccer Hall of Fame.

Media Press Box. Media are reminded that they must order personal lines and bring their own telephone instruments or order the equipment from the local telephone company.

Media Spaces.

Press Box – Enter through the West side of the stadium through the Winners Club.

January 9: 8 a.m. – 7 p.m.

January 10: 9 a.m. – 6 p.m.

January 11: 7:30 a.m. – Four hours after the last press conference

Audio Distribution/Digital Workroom – FC Dallas Corporate Office (North End Zone Locker Room).

January 9: 9 a.m. – 7 p.m.

January 10: 9 a.m. – 6 p.m.

January 11: 7:30 a.m. – Four hours after the last press conference

Team Radio Booths – Home Team (Radio Booth 4) and Visiting Team (Television Booth 1)

ABC Broadcast Booth – Television Booth

Westwood One Booth – Television Booth Left

Press conferences – National Soccer Hall of Fame Press Conference Room

Friday, January 10

Home Team: 1-1:30 p.m.

Visiting Team: 2:45-3:15 p.m.

Saturday, January 11

Postgame

Credential Pick-Up:

Thursday, January 9 FC Dallas Administrative Offices – Toyota Stadium 8 a.m.-3 p.m.

Friday, January 10 FC Dallas Administrative Offices – Toyota Stadium 11 a.m.-3 p.m.

Saturday, January 11 FC Dallas Administrative Offices – Toyota Stadium 7:30 a.m.-Noon

Most Outstanding Player Voting. Immediately after the championship game, the NCAA will honor the Most Outstanding Player of the game. The individual will be selected based upon a vote of the credentialed media present and voting. Members of the working press will be provided with a website the day of the game. He or she will submit his or her vote for the Most Outstanding Player.

NCAA Blogging Policy. A credentialed media member may blog during any NCAA championship event, provided that such blog does not produce in any form a “real-time” description of the event (i.e., any simulation or display of any kind that replicates or constitutes play-by-play of a material portion of an event, other than periodic updates of scores, statistics or other brief descriptions of the event) as determined by the NCAA in its sole discretion. If the NCAA deems that the credentialed media member is producing a real-time description of the contest, the NCAA reserves all actions against the credentialed media member, including but not limited to, the revocation of the credential.

News/Press Conferences, Satellite and Video Distribution Service. Videographers representing television stations, networks or cable systems will not be permitted to shoot the news conferences. The NCAA will have a mult-box for video highlights.

News/Press Conference Schedule.

Home Team

Thursday, January 9

9:15-9:45 a.m. – Toyota Stadium – West Side Seats

Friday, January 10*

1:00-1:30 p.m. – Press Conference - Toyota Stadium – Press Conference Room

1:35-2:00 p.m. – Westwood One Interview – Toyota Stadium – Officials Locker Room

**Friday's media obligation schedule may be slightly adjusted if team practices are required to be moved from Ford Center to Toyota Stadium.*

Visiting Team

Thursday, January 9

12:45-1:15 p.m. – Toyota Stadium – West Side Seats

Friday, January 10*

2:45-3:15 p.m. – Press Conference - Toyota Stadium – Press Conference Room

3:20-3:45 p.m. – Westwood One Interview – Toyota Stadium – Officials Locker Room

**Friday's media obligation schedule may be slightly adjusted if team practices are required to be moved from Ford Center to Toyota Stadium.*

News Film and Mini-Cams. Television agencies taping game action shall use the network feed via the video and audio distributing facilities provided by ABC. These agencies recognize that any videos may be used only in connection with a regularly scheduled television newscast within a 48-hour period after the game and the film clip or video portion of each such showing shall not exceed two minutes in length for a single game and five minutes in length for footage from multiple games within the FCS Championship. Television shall adhere to the specific policies that govern the length of video and times that it may be aired. Use of footage on the Internet or any digital platform, including but not limited to mobile is strictly prohibited.

If the event has live-television coverage, television entities may not air highlights of a game until the network's broadcast of that event has been completed.

For more information on using NCAA championship footage, refer to <http://www.ncaa.com/media>.

Stations are precluded from airing game highlights until the conclusion of the event. Local television stations, regional sport networks or national cable networks may televise live reports or film from inside the competition site up until 30 minutes prior to the start of the event. Once the "30-minute rule" passes, stations may still televise from outside the competition site. Stations may not film any game action of events that are televised live. To obtain game footage of televised events, stations must plug into the multibox provided by ABC. Stations will be permitted to film inside the competition site when the broadcast entity is off the air or an NCAA representative provides notification.

Media entities may not sell, loan or give away tournament footage to any individual or agency, or use it for any non-sports news program produced or aired by the station. Media entities may broadcast any news conference live on standard or non-standard television regardless of whether they hold the broadcast rights. They may not broadcast the news conference live over the Internet or mobile. The rights to these news conferences remain with the NCAA and are under the same guidelines as the news footage usage.

Photography Regulations. Any photographer approved to work on the field at the championship game must secure a photo vest from the NCAA media coordinator.

Photographers working on the sidelines are restricted to behind the “limit lines” all around the playing field. No photographers are permitted in the “team areas,” which are in back of the limit lines between the 25-yard lines. No media personnel or their equipment shall be in the team areas, and no media personnel may communicate in any way with persons in the team areas. Photographers may not place tripods on or beside the playing field nor attach strobes to goal posts.

Planning Call. The NCAA media coordinator, host media coordinator and sports information contacts of the two participating teams shall meet via conference call on Monday, December 23 at 2:30 p.m. (Eastern Time) before the championship game to review and confirm media coordination needs and policies.

Postgame Responsibilities. Unless the head coach chooses to forego the 10-minute cooling-off period, he must proceed directly to the locker room after the game unless requested for a short interview (not to exceed four minutes) by ABC. Teams also must proceed directly to the locker room.

The timetable for each team's 10-minute cooling-off period begins when the head coach enters the locker room immediately after the game.

1. The host media coordinator will assign to each team a person to time the 10-minute cooling-off period.
2. At the end of the 10-minute cooling-off period, the host media coordinator's representatives should escort the losing head coach and two student-athletes (minimum) to the interview area and then the winning head coach and student-athletes to the "holding" area.
 - a. It is very important to get the losing head coach and student-athletes to the postgame interview area quickly after the 10-minute cooling-off period has ended.
 - b. The "holding" area should be near the interview room, to be used by the winning head coach and student-athletes as they wait. They must be escorted to the news conference area as soon as the first team is finished. It is important that the losing coach has left the interview room or corridor before bringing in the winning coach.
 - c. If a coach permits any single media agency to enter the locker room before the 10-minute cooling-off period has expired, the locker room shall be opened to all other media representatives desiring access to the area.
 - d. Handheld radios for the news conference officials and locker room representatives are recommended.
3. Postgame drug testing of student-athletes will not begin until the drug-testing couriers have contacted the student-athletes selected for the testing after the 10-minute cooling-off period (if applicable).
4. Both locker rooms shall be open to the media for 30 minutes beginning as soon as the 10-minute cooling-off period has concluded.
 - a. All student-athletes and assistant coaches not participating in the formal postgame news conference must be available for any media requests during the 30 minutes that the locker room is open.
 - b. The assigned timer for the 10-minute cooling-off period should begin timing the 30-minute open locker room period as soon as the head coach and student-athletes leave for the postgame news conference.

5. Coaches and Student-Athletes.

- a. Regardless of regular-season radio or television contract(s), the head coach is obligated to the entire media staffing the championship game and must report to the interview room immediately after the 10-minute cooling-off period.
- b. Assistant coaches are not obligated to the entire media staffing the championship game and may grant postgame radio interviews at any time after the conclusion of the game.
- c. The procedure for postgame news conferences is different than the preliminary-rounds of the championship.
- d. The losing head coach and two student-athletes will open the interview session. The session with the losing team should be limited to 10-minutes.
- e. The winning head coach and a minimum of two student-athletes will follow. The session with the winning team should be limited to 20 minutes.
- f. After fulfilling the commitment to the press staffing the championship game, the head coaches may participate in special interviews.

6. Moderator.

- a. The moderator should give pertinent game statistics (i.e., leading rushers, passers, receivers, tacklers, game records) to the media while they wait for the first team to arrive. Statistics should be distributed to the media as soon as they are available.
- b. Sports information representatives should get the names of the student-athletes who will attend the news conference and give the names to the moderator so they can be announced in advance.
- c. Coaches and student-athletes should be told to let the moderator repeat all questions before they attempt to answer them. The moderator should tell them this as they sit down.
- d. The moderator should repeat all questions from the media, even if he or she thinks that everyone might have heard the question.
- e. The moderator should open the news conference by asking the head coach for his thoughts on the game.
- f. The moderator should then open up questions to media.
- g. If necessary, the moderator should try to get the student-athletes involved and direct a question to them if the media has not already done so.
- h. The moderator should limit the losing team to 10-minutes and the winning team to 20-minutes.
- i. The moderator should keep the flow of the news conference moving. If there is a gap of time between questions, limit questions to one more and then thank the head coach and student-athletes.

Press Parking. All media parking for championship week will be in the North Gold lot.

Printing of Credentials. The NCAA will design and print media credentials for the championship game. The local organizing committee will print the parking passes, and these passes will be provided to the NCAA Media Coordinator to distribute. The back of each credential shall include "Conditions Placed on Use of Credentials" (Appendix B).

Radio. Space automatically will be reserved for each participating institution's home radio station as designated by that institution. All other stations in the institution's area will be served on a first come, first served basis. However, space will also be reserved for the NCAA's national radio partner.

Seat Assignments. The NCAA media coordinator and the host media coordinator shall review the seating chart prior to the day of competition to ensure media agencies that regularly staff games receive preferred seat locations.

Sideline Passes. The NCAA shall provide each team with 36 sideline passes that shall be distributed to only the coaches and those individuals in working capacities who have performed these duties throughout the regular season. It should be noted that the 36 passes shall include the coaches who will be working in the press box during the game.

In addition, student-athletes on the institutional squad list as of the date of the first-round games (not on the 70-man roster) will be allowed on the sidelines in their team bench area. The additional student-athletes must be wearing the same color game jersey top as the rest of their team (no pads/helmet) and other institutionally issued apparel (e.g., sweatsuit pants). They will also need to have a credential. This list must be provided at the pre-championship meeting.

Sports Information Contacts. No later than Sunday, December 22 each participant's sports information contact shall provide his/her media with this website - <http://www.ncaa.com/media> to apply for credentials and hotels. The deadline for media hotel requests will be Tuesday, December 31 by 5 p.m. Eastern time. The deadline for credential requests will be Thursday, January 2 by 5 p.m. Eastern time.

The sports information contact for each team advancing to the national championship game shall meet with the NCAA media coordinator prior to the championship game to discuss responsibilities and the media obligations of the institution's staff, head coach and student-athletes.

Telephones. At the championship game site, telephones may be installed in the press box as a championship expense if approved in advance. These phones should be limited to credit card, toll-free or incoming calls.

The NCAA media coordinator and the host media coordinator shall determine the number of telephones, if any, required by evaluating the number of press credentials.

Types of Credentials and Access.

TYPES

Two Football – All Access to all areas including bench

One Football– All Access except bench area

Gray Press Box/Field Photo/Interview Access

Gold Broadcast Partner (ABC)-

Yellow Press Box and Interview Access

Orange Entertainment – Pregame/Halftime/Postgame only access to field

Red Television – Can only shoot postgame

Pink (Pregame Only Field access) – Game day only entertainment, including National Anthem singers (if applicable)

MEDICAL

Athletic Training. Appropriate athletic training facilities should be available on site for the teams. Athletic training facilities should adhere to local, state and federal regulations pertaining to health care facilities. An athletic training room shall be open and a certified athletic trainer (the host athletic trainer) must be present for all practices and the championship game at the facility. The athletic training room must open a minimum of two hours before all practices and the championship game, and remain open one hour after the conclusion of all practices and the championship game.

Team Frisco shall supply personnel and equipment to assist the participating teams with their sports medicine needs, including movement of one athletic training table to each sideline on game day. The athletic trainer(s) and physicians should be equipped with a means of radio communication. Contacts: Jonathan Hancock (719-229-8358; JonathanHancock@texashealth.org) at Texas Health/Ben Hogan Sports Medicine.

Concussion Management. The NCAA has adopted legislation that requires each active member institution to have a concussion management plan for its student-athletes. 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.

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.

For further details please refer to the "NCAA Sports Medicine Handbook Guideline on Concussions" online at www.NCAA.org/health-safety.

Medical Procedures. Institutions and athletics health care providers should adhere to federal, state and local regulations; NCAA bylaws and sport playing rules; and the NCAA Sports Medicine Handbook. Athletics health care providers for the student-athlete should be appointed by and should report to institution administrators who are independent from coaches (e.g., health center, campus hospital/medical center, student affairs). For information regarding area physicians or medical support staff, please contact Jonathan Hancock (719-229-8358; JonathanHancock@texashealth.org) at Texas Health/Ben Hogan Sports Medicine.

Team Frisco must arrange for access to two physicians (general practitioner and an orthopedic surgeon) that must be accessible by cell phone or pager during all practices and they must be in attendance at the championship game. At the NCAA's expense, an ambulance service shall be provided for event participants on game day. The ambulance service must be obtained by Team Frisco. The ambulance should be equipped with advanced life-support equipment (e.g., AED with EKG capabilities, cardio-conversion drugs, and emergency respiratory equipment). Paramedics and a first aid room must also be provided. If necessary, the following nearby hospital facility may be used by participating teams. This hospital shall ensure that championship participants will be provided priority care and assistance:

Texas Health Presbyterian Hospital Plano
6200 West Parker Road
Plano, Texas 75093-7914
Phone: 972-981-8000

Medical Staffing.

1. **Host Medical Staff.** It is the responsibility of the host conference to provide medical coverage and care for participating student-athletes. In limited-access venues, the host medical staff will assess and remove from play student-athletes with injuries. Once removed, traveling medical staffs will have access to their student-athletes.
2. **Travel Party.** Medical personnel receive credentials for the championship as part of the normal institutional travel party. It is the responsibility of the participating institution to include medical personnel in their normal credential numbers. However, institutions may elect to pay for medical staff to travel in addition to the travel party limits through institutional funds. Participating institutions may include team physicians on their gate list. If the physicians are not seated on the bench, the host athletic trainer should ascertain their seat locations, in case of emergency, and be prepared to escort the physician to the team locker room, if necessary. If the team physician has not been provided a credential from the team allotment, they will be provided a credential and escorted to the team locker room or athletic training room. Competition site access can be secured by acquiring session tickets through purchase or an institutional pass list.
3. **Access.** Medical staff traveling with teams will have access to their team participants through the host medical staff, should an injury occur.
4. **Communication.** Contacting the host medical staff before arriving to the championship site is recommended. On arriving, understanding competition site access during the event will help coordinate access to injured student-athletes. Typically, an access point from the stands supervised by security will allow access to student-athletes.

MERCHANDISE

The NCAA retains the exclusive right to sell souvenir products at the 2020 NCAA Division I Football Championship Game. Team Frisco is required to sell items provided by the official NCAA event championship merchandiser. The official NCAA event championship merchandiser is Event 1, Inc. a subsidiary of GEAR FOR SPORTS, Inc.

An online ordering system will be available to participating institutions interested in ordering Event 1, Inc., merchandise in advance of the championship. Orders will be shipped by Event 1 directly to the participating institution's campus.

SECURITY

Development and implementation of a security plan is the responsibility of the host organization in consultation with the NCAA Division I Football Championship Committee.

1. **Clear Bag Policy.** **New for 2020**, Toyota Stadium will have a “Clear Bag Policy” in effect. Any bag larger than a small clutch purse will not be permitted into the stadium unless it is a clear bag. The complete Toyota Stadium Clear Bag Policy is available online at <https://www.fcdallas.com/stadium/policies>.
2. **Crowd Control.** Specific measures should be developed by the local organizing committee and approved by the NCAA Division I Football Championship Committee regarding postgame crowd control. An administrative meeting will be held to address this concern as well as evacuation and crowd control measures.
Access to the competition area shall be limited to participating student-athletes, coaches, officials, support personnel and properly-credentialed individuals only. For the safety of participants and spectators alike, at no time before, during or after a contest shall spectators be permitted to enter the competition area. It is the responsibility of each participating institution to implement procedures to ensure compliance with this policy.
3. **Game Stoppages.** In the event that a large number of spectators enter the competition area (e.g., playing field, sidelines, end zone areas) during a game, the Referee should be instructed to do the following:
 - a. Get both coaches together at midfield and let them know that the game is being suspended until the sidelines are cleared of everyone not authorized to be there.
 - b. Get the officiating crew together with two or three security staff members.
 - c. Announce via the public-address system that the game is being suspended until the sidelines are cleared of all unauthorized individuals.
 - d. If necessary, take the officiating crew with appropriate security personnel to a safe location.
 - e. If the sidelines are not cleared within a reasonable period of time, then the Referee may declare that the game is over.
4. **Hosting Opportunities.** An institution failing to keep its spectators and other unauthorized personnel out of the competition area before, during or after the championship game may, as determined by the football championship committee, be prohibited from serving as a host for the preliminary rounds the following year in which the institution participates in the championship.
5. **Locker Rooms.** Protection must be provided for each team’s bench area, locker room and bus drop-off/pick-up location, and the officials’ dressing room. Traditionally, the process of loading onto team buses has been an informal one as student-athletes and coaches exit the locker room at different times and many wish to visit with family members near the team buses. However, security should be on-hand postgame to ensure only appropriately credentialed/uniformed personnel enter locker rooms.
6. **Non-permissible Items.** The host is responsible for enforcing the NCAA policies in this area.
 - a. **Video Camera/Still Camera Policies.** Ticketed patrons shall not bring video equipment into the facility on game day. Still cameras with a lens no longer than four inches are permissible.
 - b. **Noisemakers.** Artificial noisemakers of any kind including but not limited to, air horns, electronic instruments, inflatable noisemakers, etc. are not permissible. Facility personnel are

- responsible for confiscating prohibited items at the entrance points or removing such items from the facility. Megaphones may be used for voice amplification, but they shall not be used as a distraction.
- c. **Signs, Flags and Banners.** Large signs, flags or banners are not permissible. It is the facility personnel's responsibility to confiscate all prohibited articles. Items that can be held by one individual, reflect good sportsmanship and do not block the view of other ticketed patrons may be permitted. In no case may a sign, flag or banner be affixed to the facility.
 - d. **Promotional Items.** Promotional items (e.g., cups, shakers, flags, etc.) with commercial slogans or identification are not allowed on the premises. Items such as newspapers, handbills, flyers, memorabilia, t-shirts, caps, etc., except products sold by the NCAA or its agents, may not be distributed on the premises without NCAA approval.
 - e. **Laser Pointers.** Laser pointers of any kind are prohibited.
 - f. **Streamers.** Streamers of any kind are prohibited.
7. **Game Officials.** Escorts to the locker room shall be provided for the officials at halftime and immediately after the conclusion of the game.
 8. **Coaches.** Escorts between the locker room and the press box shall be provided for coaches at halftime and immediately after the conclusion of the game.
 9. **Media Spaces.** Security personnel should be instructed to protect the working press areas and interview area especially before and after the game, and to limit access in all restricted areas to individuals wearing credentials. It is incumbent upon the host media coordinator to emphasize the necessity to protect the working press areas from the spectators, and to encourage the security supervisor to designate additional personnel to staff this area before and after the game. It is also the responsibility of security personnel to ensure only authorized individuals obtain access to the press box roof.
 10. **Safe Room.** In consultation with the NCAA, the competition, practice and/or ancillary event venue(s) staff must designate a comprehensive security/emergency-situation plan, inclusive of a "safe room" on the event level to serve as a command/control center. This Security Command Center is located off the Northeast concourse. Additionally, a control room with an unobstructed and full view of the competition, practice and/or ancillary event venue(s) seating area must be designated.
 11. **Student Sections.** Particular attention should be focused on those seating sections designated for students of the participating teams. Security personnel should ensure that only appropriately ticketed patrons are in each seat/section and that ample security is focused on this area near the end of the game.
 12. **Competition Venue Access.** Access to the competition, practice and/or ancillary event venue(s) will be by ticket or NCAA-issued credentials. The NCAA shall establish and manage the access plan for the competition, practice and/or ancillary event venue(s) during the championship game and will have the right to create its own system to manage and issue credentials. The NCAA is under no obligation to issue a credential to any individual and will evaluate each request on a case-by-case basis.

The NCAA Division I Football Championship Committee Chair and the NCAA championships and alliances staff liaison to the championship, in collaboration with the competition, practice and/or ancillary event venue(s) staff; and city, county, state and federal law enforcement agency representatives, will serve as the spokespersons in the event of an emergency.

TICKETS

Complimentary Ticket Policy. All tickets must be accounted for at face value, and there shall be no complimentary tickets without prior written approval from the NCAA.

Assessible Seating Options. Each team ticket manager will be allowed to trade in seats from their team ticket allotment for ADA seats as needed near the team seating sections. Each accessible request can have up to three companions in the ADA seating section. Team ticket managers should contact Shehryar Humayun (shumayun@ncaa.org) to make such ADA ticket exchanges.

General Public Tickets. The public may purchase tickets online at NCAA.com/FCS or by phone at 866-208-0048.

Lost or Stolen Tickets. The team ticket managers and the NCAA/Team Frisco are responsible for compiling their own lost/stolen ticket lists and submitting it to Shehryar Humayun by 5 p.m. Central time Friday, January 10. Replacement tickets will only be issued on game day.

Printing Tickets. Point of sale championship ticket stock will be designed by the NCAA and provided to the championship host site. Shehryar Humayun will contact the ticket manager to gather ticket size and shipping contact information. The championship site will be responsible for printing seats sold from the local organizing committee block only on the provided ticket stock as well as any tickets sold day of game. All other tickets sold will be digital via Flash Seats.

Stadium Hospitality Suites/Terrace Seating. The NCAA and Team Frisco will provide a complimentary 20-person suite at Toyota Stadium for each institution. Each institution will be given 20 suite tickets, which will be distributed to each team ticket manager upon arrival in Frisco (unless the team requests that the tickets be shipped prior to arrival). The visiting team will be in Suite 21 and the home team will be in Suite 6.

Each institution should work with Heather Fuxa (469-365-0209; hfuxa@legends.net) to order food and beverage for its suite. The cost of catering is the responsibility of each team. Team Frisco is responsible for managing the sale of suites for the championship game. Toyota Stadium features enclosed suites as well as outdoor/covered suite decks and spaces.

A minimum of one additional suite (Suite 22 for the visiting team and Suite 5 for the home team) will be held until December 27 for sale to individuals or groups affiliated with the participating teams. Institutions interested in purchasing additional suites should contact Kris Katseanas at 469-525-9943.

In addition to the suites, a separate covered terrace section on the north side of the stadium (107 seats) will be offered to each institution at \$85 per ticket. There may also be hospitality passes available for purchase in the National Soccer Hall of Fame (subject to availability).

Standing Room Only. If demand requires additional seating, standing room only tickets may be sold.

Ticket Allocations.

1. **Bands.** Each participating institution will be allocated up to 350 seats on the stage for uniformed band members participating in pregame, halftime and postgame activities. These seats will not be considered part of the institution's overall ticket allotment or be charged back to the school. However, any seats needed for additional band members in excess of 350 will be at charged at face value to the institution and must come from the existing institutional allotment, unless additional tickets are available for sale.
2. **Cheerleaders.** A maximum of 12 cheerleaders in uniform and a uniformed mascot may be admitted without charge. Additional cheerleaders may be allowed to perform before the championship game and halftime only, but they must sit in the designated area. The additional

number of cheerleaders must be approved by the NCAA Division I Football Championship Committee.

- Participating Institutions.** Tickets will be held and allocated for each of the participating teams to distribute to their fans as they see fit. Participating team ticket allocations are noted below. Each team is required to purchase a minimum of 1,000 tickets. Reserved ticket prices for participating institutions are \$85. A seating manifest will be emailed by Shehryar Humayun to each of the four semifinal teams. Teams interested in digital tickets for their team allotment (partial or full allotment) should contact Shehryar Humayun to learn more.

NCAA staff and the Division I Football Championship Committee will most likely make team bench/sideline determinations before the semifinal round of competition. The team bench/sideline determinations will also determine which set of reserved seats and reserved terrace tickets are provided to each participating team. One team will be assigned reserved seats in sections 103-109 and a reserved terrace in section 100, while the other participating team will be assigned reserved seats in sections 124-130 and a reserved terrace in section 133. The NCAA ticketing staff will inform each institution of their assigned sections as soon as this is finalized.

HOME TEAM

Reserved seats (sections to be provided)	4,000 tickets
Reserved terrace (section to be provided)	109 tickets
Complimentary suite (Suite 6)	20 tickets
<u>Suite available for purchase (Suite 5)</u>	<u>20 tickets</u>
Total:	4,149 tickets

VISITING TEAM

Reserved seats (sections to be provided)	4,000 tickets
Reserved terrace (section to be provided)	109 tickets
Complimentary suite (Suite 21)	20 tickets
<u>Suite available for purchase (Suite 22)</u>	<u>20 tickets</u>
Total:	4,149 tickets

Not later than Monday, December 23 at 5 p.m. Eastern time, each institution shall inform Shehryar Humayun how many tickets they would like printed for the championship game (and their locations). Teams interested in digital tickets for their team allotment (partial or full allotment) should contact Shehryar Humayun to learn more. Printed tickets are guaranteed tickets and may not be returned. Printed tickets will be shipped via next-day delivery to each institution by the NCAA. Any unprinted tickets remaining from the allocation may be held on consignment and will be available through online ticket offers. Ticket links will be provided to ticket managers with digital delivery (Flash Seats) as the required method of delivery. Any unsold tickets via the online ticket offer will be released back to the NCAA at Noon Eastern time on Thursday, January 2. Any tickets released back to the NCAA on January 3 may be offered to the opposing team, NCAA, Team Frisco or the general public.

Institutions are financially liable for all printed tickets within their allotment. Digital tickets may be released by the January 2 deadline without any financial obligation. However, an institution choosing to keep any digital tickets after the January 2 deadline will be financially liable whether or not they are sold. The NCAA will invoice the participating institutions for all tickets taken and payment will be due to the NCAA not later than 30 days after the date of the championship game.

Ticket Sales/Pricing. Ticket prices shall be determined by Team Frisco with the approval of the NCAA Division I Football Championship Committee. Ticket prices may be scaled according to the location of seats. Any discount or group tickets must be approved by the NCAA Division I Football Championship Committee. Revenue from the sale of championship tickets and championship-related event tickets will be exempt from sales, amusement, entertainment taxes and other surcharge obligations to the extent

possible. The NCAA is a 501-c-(3) tax exempt organization. If a tax exemption is not applicable, then all applicable taxes and rates shall be disclosed in the sport-specific facility questionnaire and any increases in the tax rate from the time the bid was submitted shall be absorbed by the bid respondent or rebated back to the NCAA. Ticket prices for the championship game are as follows:

	Pricing
Sideline	\$99
Midfield – Public	\$99
Teams	\$85
Terrace	\$85
Suite	\$150
Midfield-NCAA Experience	\$250
Endzone-NCAA Experience	\$200

NOTE: Suites may be leased for the price of 20 suite tickets (ticket prices noted above are considered championship revenue), plus a \$1,250 lease fee and \$750 food and beverage credit (to be retained by the host/venue). The NCAA and Team Frisco may agree upon group sales or other discount sales opportunities leading up to the championship game.

Will Call/Pass List. On game day, tickets purchased through participating universities can be picked up at each team’s will call booth, both of which are located in the North Gate box office. Each participating team must administer its own “pass gate” for guests using student-athlete complimentary tickets. Team will call shall open not earlier than two hours before kick-off (i.e., 9 a.m.) on game day. Each team may determine the closing time of its will call and player guest operation; however, this time may not be prior to 11 a.m. Team ticket personnel should be on-site and in place 30 minutes before gates open (i.e., 8:30 a.m.).

TRANSPORTATION

Each team more than 400 miles from the championship site will be approved for air travel.

Arrival/Departure Times. Both teams shall arrive in Frisco on Wednesday evening, January 8. During the Monday, December 23, administrative teleconference the arrival times shall be confirmed. Departing flights from campus and the championship site are yet to be determined. Teams should manage all travel details with Short's Travel Management and the carrier.

The NCAA will provide Team Frisco with the scheduled arrival times of team flights, so hotel greetings can be scheduled accordingly.

At each team's discretion, Team Frisco personnel will be available for a one-day site visit to Frisco for each team's advance planning needs. Such a visit is not required, but Team Frisco personnel can be available should teams desire. Please contact Bruce Ludlow to arrange such a visit at bludlow@southland.org; 214-394-7522.

Courtesy Cars. Team Frisco will make arrangements with Enterprise Rent-A-Car to provide four courtesy cars, two cars for each of the competing teams. Bruce Ludlow will work with the participating institutions to determine if the teams would like to pick up their two cars at the airport or at their hotel. If a team elects to pick up their cars at the hotel, arrangements should be made to have the cars delivered to the team hotel by Wednesday evening. Team Frisco should coordinate arrangements with Enterprise Rent-A-Car through the NCAA travel office (Carol Roland; 317-917-6906; croland@ncaa.org).

The referee and umpire of the officiating crew will each be approved for a rental car in Frisco. Rental car reservations can be made by the officials when making their other travel arrangements with Short's Travel Management. The NCAA will be direct billed for these charges. The officials' liaisons will also have transportation available for the officials if needed while in Frisco.

Departure Meals. Teams interested in purchasing boxed meals for student-athletes upon departure from the stadium should contact Heather Fuxa (hfuxa@legends.net) for pricing and menu options available through the stadium concessionaire.

Insurance. The NCAA provides insurance for all NCAA-acquired courtesy cars. A Team Frisco representative shall complete the top part of the Driver Identification form with individual auto information. Each individual who is assigned a car must complete the remainder of the Driver Identification form when he or she picks up the keys and return it to a Team Frisco representative as soon as possible thereafter.

Local Fan Transportation. Fan transportation to the NCAA Division I Football Championship Game will be available on game day, time to begin is to be announced. Buses will run approximately every 30 minutes until game time. Return transportation to hotels will begin at 1:30 p.m. and run until 4:30 p.m.

Shuttles will be available at the following locations:

Route #1 – Westin & Sheraton: Westin guests pick-up at circle drive in front of the Conference Center. Sheraton guests pick-up in front of the hotel.

Route #2 – Omni Frisco/AC Hotel & Residence Inn (Frisco Station): Omni guests pick-up in front of hotel. AC/Residence guests will pick up in front of AC.

Route #3 – Hyatt House/Hilton Garden Inn/Embassy Suites/Drury Inn & Suites/Hotel Indigo/Home2 Suites: Embassy Suites, Hyatt House, Hotel Indigo, Drury Inn & Suites and Hilton Garden Inn guests pick-up on the North side of the Frisco Conference Center. Driver will pick-up Home2 Suites in front of the hotel.

Route #4 – Homewood Suites/Aloft Frisco/Holiday Inn Express/Hampton Inn Frisco: Driver starts at Comfort Inn & Suites on Preston Road. Homewood Suites and Aloft Frisco will pick-up in front of the Homewood Suites. Holiday Inn Express will pick-up in front of the hotel. Hampton Inn Frisco will pick-up in front of the hotel.

Route #5 – Wingate & Comfort Inn & Suites (Preston): Pick-up in front of the hotel.

Comfort Suites at Frisco Square/Toyota Stadium, Holiday Inn Express & Suites (Fresh Market), Candlewood Suites (Fresh Market) and the Hampton Inn Sports Village are within walking vicinity of the venue. The Frisco Police Department will be alerted that fans will be taking these routes by foot as a safety and security measure.

Fan transportation point-of-contact on game day will be Alina Nair @ Wynne Transportation. 214-482-5284

Local Team Transportation. Team Frisco shall provide four 47-passenger buses for use by each team during its stay in Frisco. There will be no charge for this service. If a team desires more than four buses, the institution shall incur the expense for the additional buses. For additional transportation needs and to manage daily bus transportation schedules, team representatives should contact Bedford Wynne of Wynne Transportation at 972-915-7300. Additional transportation should be billed directly to the participating institutions.

Police Escorts. Team Frisco has made arrangements with the Frisco Police Department to provide escorts for team buses. Police escorts shall be provided for transportation to and from Toyota Stadium for the day of competition. All other bus transportation (e.g., practices, team entertainment, etc.) will not receive a police escort.

In order to secure a police escort on game day, team representatives should contact Gina McFarlin, Toyota Stadium Senior Director of Safety and Security (cell: 214-868-0481) who will work with the Frisco Police Department on setting up police escorts. Police escorts will be limited to the team buses and two courtesy cars per escort on game day only.

The estimated bus driving time, under escort, to the stadium from the Westin Stonebriar hotel is approximately 8-10 minutes and from the Omni Frisco hotel is approximately 5-10 minutes.

Security Sweep. All team equipment will undergo a security sweep as it is loaded onto team buses at each hotel on game day. Teams should plan their departure and stadium arrival schedules accordingly.

Transportation of Equipment. When a team is eligible to fly by chartered flight, the NCAA will arrange an aircraft to accommodate the travel party and all necessary equipment. If a team is unable to fit all necessary equipment on the chartered aircraft, the NCAA will pay the cost to ship the equipment to the competition site. Any excessive or unnecessary equipment will be shipped at the cost of the institution. Determination of excessive or unnecessary equipment will be made by the NCAA travel department in consultation with the football championship committee.

Teams requiring the rental of a box truck for local equipment transportation in Frisco should contact Al Wilson of the Southland Conference for information on local providers. He can be reached at awilson@southland.org; 225-572-5881 (cell).

TROPHIES AND AWARDS

Awards Ceremony. The awards ceremony will be conducted immediately after the championship game from the stage located in the North End Zone. The chair of the football championship committee and/or the NCAA President will present the team trophy during the ceremony, and the individual awards will be delivered to the appropriate team in the locker room after the game by a member of the Division I Football Championship Committee. Subsequent to the team award, a Most Outstanding Player will be announced, and the winning student-athlete will be provided with an award on the stage. This student-athlete may be asked to answer a few brief questions for the fans. If the selected student-athlete is from the team that does not win, his trophy may be presented in the postgame interview room. The second-place trophy and awards will be shipped to the campus of that institution immediately after the game.

The announcement of the trophy presentation will be made by the public-address announcer in coordination with an on-field emcee. An NCAA representative will coordinate the timing of the announcement with the public-address announcer. If ABC elects to cover the awards ceremony, arrangements should be made to provide adequate security at the site of the presentation, and the timing of the presentation might be altered.

Champions Locker Room Program. The NCAA has partnered with select NCAA licensees to celebrate the national champions of each of the 90 NCAA Championships. Each team champion shall receive a national champions T-shirt and hat to commemorate the experience of winning a national title. A detailed explanation of the logistics of the locker room program will be provided in the championship specific section of the manual. However, listed below is a summary of steps that should be followed when implementing the locker room program at all final championship sites.

- The product is for team champions only. Individual championships are not a part of the locker room distribution.
- Please remove all hangtags (if needed) on the merchandise prior to being distributed.
- The merchandise should be distributed to the winning team only immediately following the handshake as soon as the game has officially concluded. Extra product (if any) should be given to the team's equipment manager.
- All winning team inquiries about obtaining additional locker room product should be directed to Gear For Sports and Top of the World depending on product. Please contact David Clendenin at the NCAA national office for contact information, 317-917-6496.

Championship Awards. MTM Recognition, Inc., the NCAA national office awards supplier, will send official NCAA awards to the tournament manager approximately two weeks prior to the championship. When the awards arrive the tournament manager should inventory all awards to be sure they are undamaged, are correctly inscribed and are in the appropriate quantities. The awards boxes should then be retaped, closed and secured in a limited-access area.

No additional awards, unless otherwise approved by the championship manager, should be presented to the student-athletes and coaches of the participating teams.

The NCAA national office will send a one National Champion team trophy for the first-place team to the attention of Nick Shafer, Toyota Stadium, 9200 World Cup Way, Frisco, Texas 75033 (469-365-0007). A Most Outstanding Player award will also be shipped to Toyota Stadium. The awards should be inspected upon arrival to ensure the adequate number and types of awards have been sent.

Individual mini-trophies (80) and gold watches (80) will be sent directly to the campus of the national champion following the championship.

For the national runner-up, 80 second place mini trophies and a team trophy will be shipped to that institution's campus following completion of the championship game.

The NCAA will offer institutions that participate in Division I Championships the opportunity to purchase awards (medallions, mini-trophies or watches) at the level to which the team advanced in the

competition. For example, if a team received mini-trophies, an institution may purchase mini-trophies, but not watches or medallions. Since the NCAA provides awards for the official travel party (medallions provided to squad size only), additional championship awards may only be purchased for student-athletes on the institution's certified squad list who did not receive an award provided by the NCAA. Since participant medallions are only provided to the squad size, an institution may purchase medallions for the remainder of the travel party and for student-athletes on the institution's certified squad list who did not receive an award provided by the NCAA. For more information, institutions should contact Deana Webber at MTM Recognition (800-324-5997, ext. 6888 or dwebber@mtmrecognition.com)

Elite 90. The Elite 90 award is presented to the student-athlete with the highest cumulative grade-point average competing at the finals site for each of the NCAA's 90 championships. Each institution that qualifies for the championship game is eligible to nominate a student-athlete to win the award for that championship. All ties are broken by number of credits completed. For more information regarding this program, please contact Mark Bedics at elite90@naaa.org or 317-917-6222. All documents, including deadlines and nomination forms can be obtained at the following location – Elite 90 forms.

You must be logged into the site to access the page. The submission deadline for nomination for the Division I Football Championship is Wednesday, December 18 at 5 p.m. Eastern time.

The NCAA Elite 90 Award will be presented at the Championship Banquet (Breakfast) on Friday, January 10.

Game Programs. Each team will receive 145 complimentary game programs for members of the official travel party that will be distributed to the team sports information contact on either a practice day or game day.

Student-Athlete Participation Awards. For 2019-2020, an online gift suite will serve as the participation awards provided to members of the official travel party of institutions that advance to the championship finals site.

After the championship, MainGate will send the head coach an email providing ordering process details, along with a unique Certificate Code (valid for one participation award per member of your official travel party) that can be redeemed only at www.NCAA-Awards.com. In order to ensure that each participant receives his or her award, a member of your administration must place your team's order, including size information, at NCAA-Awards.com using your Certificate Code.

Your institution may select different items per participant; men's and women's sizes are available for apparel items. If you would like to purchase additional awards, you will have the opportunity to do so online via personal credit card at the end of the checkout process.

Participation award items will be sent to your institution for distribution to your student-athletes within four to six weeks after your order is placed. If you do not receive information for ordering awards within two weeks of the conclusion of the championship, please contact Erin Hannoy (ehannoy@maingateinc.com), MainGate Customer Service (866-945-7267) or the NCAA championship manager.

Team Photos. Team Frisco shall arrange for a team and staff photograph to be taken in the stands along the press box side of Toyota Stadium before team practices on Thursday, January 9. The home team will have its picture taken at 9 a.m. and the visiting team will have its picture taken at 12:30 p.m. Team photos will be mounted on plaques and tentatively provided to teams at the Championship Banquet on Friday, January 10 for each member of the team travel party. In the event of inclement weather, team photos will tentatively be taken in the South Endzone of Toyota Stadium under neither the National Soccer Hall of Fame awning.

UNIFORMS

Jersey Color. The NCAA Division I Football Championship Committee has determined that the higher-seeded team will be designated as the home team and will wear dark jerseys. The visiting team will wear white jerseys. If neither team is seeded, the Division I Football Championship Committee and NCAA staff will determine the home team. NCAA staff and the Division I Football Championship Committee will also make team bench/sideline determinations.

Laundry. Toyota Stadium has two washing machines (Speed Queen Commercial Washers with 60 lb. capacities) and three dryers (Speed Queen Commercial Dryers). Teams are permitted to use these machines for on-site laundry needs. However, teams must supply their own powder detergent and provide their own staff to launder clothing. Teams should coordinate usage of the machines with Nick Shafer with Toyota Stadium.

Teams seeking to use off-site laundry facilities can get information about local options from their team hosts.

Logo Helmet Stickers. Each team will be supplied with 100 championship game logo helmet stickers. These stickers are to be affixed to the back of each student-athletes helmet.

Logo Patches. Commemorative patches of the 2020 NCAA Division I Football Championship Game logo will be created for the two participating teams. The 145 patches per team will be produced by The Emblem Source and shipped to the two participating teams after the championship semifinals. These patches must be sewn onto all jerseys used in the championship game. Patches are to be worn on either the right or left chest portion of the jersey (same placement location for all team members).

VOLUNTEERS

Team Hosts. The team hosts will serve as a “concierge” for the participating institution’s travel party. Team hosts must have a flexible schedule, as team plans have a tendency to change. Each host should be prepared to be available for the teams the entire time the team is in Frisco.

The Team Host for the home team is Bruce Ludlow, Southland Conference
(214-394-7522; bludlow@southland.org).

The Team Host for the visiting team is Tom Burnett, Southland Conference
(469-628-7727; tburnett@southland.org).

A G E N D A

National Collegiate Athletic Association

2020 NCAA Division I Football Championship Game
Administrative Meeting ChecklistToyota Stadium
Winner's CircleJanuary 10, 2020
10:15 a.m. Central time

1. Welcome and introductions.
2. Establish games committee.
3. Read drug-testing statement.

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.

4. Misconduct.
 - Review of misconduct statement (NCAA Bylaw 31.02.4) and penalties for misconduct (NCAA Bylaw 31.1.10.3).
5. Traveling party and squad sizes.
 - a. Squad size of 70 and official traveling party of 145.
 - Collect roster form from both teams.

Appendix A

- b. Sideline personnel list of 36 (not including cheerleaders or mascot); 13 All-Access Credentials; 25 VIP passes; and three (3) conference office All-Access Credentials. Please note that additional student-athletes on the institutional squad list as of the date of the first-round games (not on the 70-man roster) will be allowed on the sidelines in their team bench area. The additional student-athletes must be wearing the same color game jersey top (no pads/helmet) and other institutionally issued apparel (e.g., sweatsuit pants). This list also needs submitted.
 - Collect written list from both teams.
 - c. Team expense form submission reminder.
 - d. Distribute lapel pins, five (5) VIP parking passes per team, and logo helmet stickers to each team.
6. Officials.
- a. Conference TBD
 - 1) Referee
 - 2) Umpire
 - 3) Line judge
 - 4) Field judge
 - 5) Side judge
 - 6) Back judge
 - 7) Head linesman
 - 8) Alternate official
 - 9) Instant Replay
 - 10) TV Liaison
 - 11) Conference Supervisor of Officials
 - b. Welcome from Referee.
 - c. Questions for officials.
7. Instant Replay.
- a. Welcome / comments from Instant Replay Official.
 - b. Questions for Instant Replay Official.
8. Broadcast information - submit completed access form.
- a. Closed practice access later today.
 - b. Pre-Game Locker Room Access (camera/microphone).

Appendix A

- c. Commercial breaks.
 - d. Pregame interview with the head coach and/or student-athlete.
 - e. Halftime interviews.
 - f. Postgame interviews.
 - g. ABC/ESPN talent and sideline reporter access during the game.
 - h. Red hat location and possible signals being used for communication purposes.
 - i. Mult box availability.
9. Team arrival and team walks.
 10. Review pregame schedule. (to be distributed at the meeting)
 - a. Warm-up areas.
 - b. Officials' meeting and notification to teams in locker rooms.
 - c. Introduction of student-athletes.
 - d. National Anthem.
 - e. Coin toss (maximum of four captains per team).
 - f. Kick-off time.
 11. Halftime schedule.
 - a. Review of halftime intermission policy.
 - b. Bands and other activities.
 - c. Officials' notification to teams in locker rooms.
 12. Hotel departure times for the security sweep and police escorts.
 13. Review of game balls (Wilson F1001, F1003, F1004, F1005 and F1103GST-Prime).
 14. Confirm uniforms (Home = dark; Visitor = white).
 15. Filming/videotaping arrangements.

Appendix A

16. Coach communication devices.
17. Crowd control policies.
18. Awards Ceremony.
 - a. ABC broadcast.
 - b. Championship trophy.
 - c. Most Outstanding Player.
 - d. Runner-up trophy and awards.
 - e. Championship postgame apparel rules.
19. Postgame interview policy and procedure to be used (e.g., losing team first; separate interview area and locker rooms; locker room security preferences).
20. Tobacco use.
21. Inclement weather monitoring/emergency evacuation plans (if necessary).
22. Championship information provided by Team Frisco representatives.
23. Other business.
24. Adjournment.



**NCAA MEDIA COORDINATION AND STATISTICS
2019-20 CONDITIONS PLACED ON USE OF CREDENTIALS**

Each individual (“Bearer”) using this credential for access to any NCAA championship game or related events including, without limitation, a practice, press conference, interview, or other activity associated with such NCAA championship (the “Events”), on behalf of his or her employer or assigning news organization (“Employer”), agrees to the following:

GENERAL

Each Bearer must be and hereby represents that he or she is acting on a specific assignment for an accredited media agency and has a legitimate working function in conjunction with the Event attended. The credential is not transferable and may be revoked at any time with or without cause.

The rights and privileges granted to Bearer shall automatically terminate if any term of this credential shall be breached. The unauthorized use of this credential subjects the Bearer and his or her Employer to ejection from the facility and prosecution for criminal trespass, without limiting any other rights and remedies at law or in equity.

Bearer shall display the issued credentials at all times and consents to the reasonable inspection of his or her person and property before entering the venue and/or during an Event. While within the venue, Bearer shall, at all times, adhere to the policies in place for the Event, as well as access limitations, and direction provided by the NCAA and its designated agents. Bearer shall not, at any time, display, post, or otherwise reproduce the credential image on any digital platform, including online social media sites or applications (e.g., Facebook, Twitter, Instagram, Snapchat). Additionally, Bearer may not broadcast, telecast, film, record, transmit, display, or otherwise distribute, or allow any other party to distribute, footage or content of the Events on a live basis, including via any real-time online streaming application (e.g., Periscope, Meerkat).

Bearer assumes all risks incidental to the performance by the Bearer of Bearer’s services in connection with the Events and assumes all risks incidental to the Events, whether occurring before, during or after the actual playing of the Events, and agrees that the NCAA, its member institutions, and their respective employees, directors, officers, student-athletes, coaches, and contractors shall not be liable for injuries or loss of personal property or equipment connection therewith.

Bearer further agrees to release the NCAA and all persons and educational institutions involved in the management or production of the competition from any claim or liability arising from failure to provide space for telecasting/broadcasting, or other facilities for the television/radio station, Internet media, network, cable system, or other media entity.

In the event that the name or likeness of the Bearer is included in any broadcast, telecast, photograph, film, video or other media taken in connection with the Events, the Bearer grants the NCAA the non-exclusive, transferable, perpetual right and license to use (and to sub-license the use of) such name and likeness in any media worldwide whether now known or thereafter devised.

Bearer agrees to indemnify the NCAA and save harmless the NCAA, its officers, agents, contractors, employees, and each of its member institutions, their officers, agents and employees, of and from any and all claims, demands, causes of actions, liabilities, damages and expenses (including reasonable attorneys’ fees) arising out of anything done or purported to have been done by Bearer or his/her

Employer, including but not limited to Bearer's breach of any term of the credential. With respect to any claim that might give rise to liability of the Bearer as an indemnitor, the NCAA shall: (a) have the right to fully participate in the litigation of such claim with counsel selected by Bearer and approved by the NCAA at the sole expense of the Bearer; and (b) not be obligated, without its consent, to participate in any settlement of such claim.

MEDIA

The use of any account, description, picture, photograph, video, audio, reproduction, or other information concerning the Events other than for rights for news coverage of, or magazines, books or stories about, the Events is prohibited, except (a) with the prior written consent of the NCAA or its designee or (b) as specifically licensed herein. Nothing in these terms and conditions authorizes or allows Bearer to violate any of the NCAA trademarks, copyright and other proprietary rights.

If video and/or audio of the Event is distributed by an NCAA rightsholder, Bearer may only utilize the network feed provided by the NCAA or its designee and Bearer may not alter the feed in any manner without prior approval of the NCAA (e.g., removing network graphics or bugs/logos). If the Event is not distributed by an NCAA rightsholder, Bearer may produce its own video and/or audio highlights from the Event pursuant to such conditions and in such area as designated by the NCAA. Bearer agrees to the terms and conditions of the NCAA Championships Footage Usage and Licensing Policies.

Real-time transmission of streaming video, digital images, real-time audio, including play-by-play and statistics, of any Event is exclusive to the NCAA's website and/or any other website designated by the NCAA and its rightsholders. "Real-time" is defined by the NCAA as a continuous play-by-play account or live, extended live/real-time statistics, or detailed description of an Event.

A Bearer may blog during any Event, provided that such blog may not produce in any form a "real-time" description of the Event (i.e., any simulation or display of any kind that replicates or constitutes play-by-play of a material portion of an Event, other than periodic updates of scores, statistics or other brief descriptions of the Event). If the NCAA deems that Bearer is producing a real-time description of the contest, the NCAA reserves all actions against Bearer, including but not limited to the revocation of the credential.

The NCAA is the owner of trademarks, copyrights, and other proprietary rights in the Event and in and any telecast, broadcast, transmission or recording thereof, and no rights are conferred to, or intended to be conferred to, or created on behalf of, Bearer or his or her Employer. Member institution name, logo, mascot, and other intellectual property of a school, is controlled by each member institution. The member institution name and team name may be used for news purposes directly related to their participation in the Event.

The credential confers on Bearer a limited, non-exclusive and non-transferable license to take photographs of the Events, and to allow the entity that engaged the Bearer to take the photographs to use such photographs, only for news coverage of, or magazines, or stories about, the Events, other editorial purposes, and reprints of news pages from such entity's publications, provided that such use is not likely to create, or does not actually create confusion in the minds of the trade or public that Bearer or its reprints or any elements therein, or the items on which they are reprinted, are sponsored or

endorsed by, or are associated or affiliated with the NCAA or that the NCAA licensed Bearer to use their trademarks or copyrights. Neither the Bearer nor the entity that engaged the Bearer may sell photos taken at the Events to third-party entities, including but not limited to other commercial entities or the general public.

In exchange for the access granted by the credential, the NCAA shall have the right to purchase prints of any published photographs taken by the Bearer in connection with the credential, at the best financial terms offered to third parties, and such the NCAA shall be licensed at no additional charge to use the photographs for news coverage purposes only. The NCAA may not distribute reproductions of the photographs to others or license others to reproduce the photographs.

Any secondary use of any picture, audio description, videotape/film or drawing of the game taken or made by the accredited organization or individual to whom this credential has been issued (including, but not limited to, non-editorial, advertising, sales promotion or merchandising) is prohibited without prior specific written approval of the NCAA or its designee.

Radio stations that have not purchased rights shall not carry any broadcast report from courtside on a live basis or any live description of any game action while it is still in progress and are subject to all other requirements as listed in the NCAA Audio Policies.

NCAA CHAMPIONSHIP VIDEOGRAPHER

The NCAA Championship Videographer policy is intended to protect the broadcast rights sold to the NCAA media partners, while providing NCAA member institutions the ability to capture and utilize championship footage.

Institutional videographers will be permitted to capture competition footage from the still photographer areas. These areas are designated by the championship sports committees in conjunction with the championship media coordinator. Each institution will be permitted to have one videographer for this purpose and will only be permitted to capture footage of events/contests in which it is participating. In addition, institutional videographers will be permitted inside the locker room, with approval of the institution's head coach, during periods that are off limits to general media. The team videographer for the winning team will be allowed on the competition area to film the postgame celebration and awards ceremony, if applicable.

The NCAA will grant the institution permission to videotape this NCAA championship event for non-commercial uses only. Bearer agrees to the terms and conditions of the NCAA Championships Team Videographer Policy.

program format**DRAFT**

2020 FCS Football Championship

An ESPN Production

tbd

Saturday, 1/11/20

(12:00:30 - 3:00PM NYT)

SEGMENT 1 (Includes Pre-Game Show)		
BREAK 1		
1. BILLBOARD		:15
2. COMMERCIAL		1:00
SEGMENT 2 (No announce first :02; Includes Start of First Quarter)		
BREAK 2		
3. COMMERCIAL		1:30
4. PROMO		:05
SEGMENT 3		
BREAK 3		
5. COMMERCIAL		1:30
6. BILLBOARD		:10
SEGMENT 4		
BREAK 4		
7. COMMERCIAL		1:45
8. PROMO		:15
SEGMENT 5 (Includes End of First Quarter; concludes with v.o "after this message and a word from our ABC stations.")		
BREAK 5		
9. COMMERCIAL		:30
10. PROMO		:30
11. LOCAL COMMERCIAL		1:34
SEGMENT 6 (No announce first :02; Includes Start of Second Quarter)		
BREAK 6		
12. COMMERCIAL		1:30
13. PROMO		:05
SEGMENT 7		
BREAK 7		
14. COMMERCIAL		1:30
15. BILLBOARD		:10
SEGMENT 8		
BREAK 8		
16. COMMERCIAL		1:15
17. PROMO		:15
SEGMENT 9 (Includes End of Second Quarter)		
BREAK 9		
18. COMMERCIAL		1:30
19. INSTITUTIONAL ANNOUNCEMENT		:30
20. PROMO		:30
SEGMENT 10 (No announce first :02; " Halftime Report Segment - A		
BREAK 10		
21. BILLBOARD		:05
22. COMMERCIAL		1:30
23. PROMO		:30
24. INSTITUTIONAL ANNOUNCEMENT		:30
25. COPYRIGHT		:10

SEGMENT 11" Halftime Report Segment - B		
BREAK 11		
26. COMMERCIAL		1:30
27. PROMO		:30
28. INSTITUTIONAL ANNOUNCEMENT		:30
29. BILLBOARD		:05
SEGMENT 12 Segment - C (Includes End of Halftime; concludes with v.o. " after this messages and a word from our ABC stations."		
BREAK 12		
30. COMMERCIAL		:30
31. INSTITUTIONAL ANNOUNCEMENT		:30
32. LOCAL COMMERCIAL		1:34
SEGMENT 13 (No announce first :02; Start of the Third Quarter)		
BREAK 13		
33. COMMERCIAL		1:30
34. PROMO		:05
SEGMENT 14		
BREAK 14		
35. COMMERCIAL		1:30
36. BILLBOARD		:10
SEGMENT 15		
BREAK 15		
37. COMMERCIAL		1:15
38. PROMO		:15
SEGMENT 16 (Includes End of Third Quarter; concludes with v.o. " after this message and a word from our ABC stations."		
BREAK 16		
39. COMMERCIAL		1:00
40. PROMO		:30
41. LOCAL COMMERCIAL		1:04
SEGMENT 17 (No announce first :02; Start of the Fourth Quarter)		
BREAK 17		
42. COMMERCIAL		1:30
43. PROMO		:05
SEGMENT 18		
BREAK 18		
44. COMMERCIAL		1:30
45. BILLBOARD		:10
SEGMENT 19		
BREAK 19		
46. COMMERCIAL		1:30
SEGMENT 20		
BREAK 20		
47. COMMERCIAL		1:45
48. PROMO		:15
SEGMENT 21		
BREAK 21 (FLOATING COMMERCIAL)		
49. COMMERCIAL		1:00
SEGMENT 22 (Includes End of Fourth Quarter; includes Close and End Credits)		
BREAK 22		
50. PROMO		:30
51. LOCAL COMMERCIAL		1:34

Appendix C

	SEGMENT 23	
	OVERTIME - (If Necessary)	
	BREAK 23 (Overtime Commercial)	
53.	BONUS COMMERCIAL	:30
	SEGMENT 24	
	BREAK 24 Overtime Commercial)	
54.	BONUS COMMERCIAL	1:00
	SEGMENT 25	
	BREAK 25 Overtime Commercial	
55.	BONUS COMMERCIAL	1:00
	SEGMENT 26	
	BREAK 26 Overtime Commercial	
56.	BONUS COMMERCIAL	1:00
	SEGMENT 27	
	BREAK 27 Overtime Commercial	
57.	BONUS COMMERCIAL	1:00
	SEGMENT 28	
	BREAK 28 Overtime Commercial	
58.	BONUS COMMERCIAL	1:00
	SEGMENT 29	
	BREAK 29 Overtime Commercial	
59.	BONUS COMMERCIAL	1:00
	TOTAL PROGRAM LENGTH	02:59:30

2020 NCAA DIVISION I FOOTBALL CHAMPIONSHIP GAME – FRISCO, TEXAS

Roster Form

Institution _____

Name _____ Title _____

Please list the 70 eligible student-athletes who will be in uniform.

<u>Student-Athlete's Name</u>	<u>Jersey No.</u>	<u>Student-Athlete's Name</u>	<u>Jersey No.</u>
1. _____	_____	36. _____	_____
2. _____	_____	37. _____	_____
3. _____	_____	38. _____	_____
4. _____	_____	39. _____	_____
5. _____	_____	40. _____	_____
6. _____	_____	41. _____	_____
7. _____	_____	42. _____	_____
8. _____	_____	43. _____	_____
9. _____	_____	44. _____	_____
10. _____	_____	45. _____	_____
11. _____	_____	46. _____	_____
12. _____	_____	47. _____	_____
13. _____	_____	48. _____	_____
14. _____	_____	49. _____	_____
15. _____	_____	50. _____	_____
16. _____	_____	51. _____	_____
17. _____	_____	52. _____	_____
18. _____	_____	53. _____	_____
19. _____	_____	54. _____	_____
20. _____	_____	55. _____	_____
21. _____	_____	56. _____	_____
22. _____	_____	57. _____	_____
23. _____	_____	58. _____	_____
24. _____	_____	59. _____	_____
25. _____	_____	60. _____	_____
26. _____	_____	61. _____	_____
27. _____	_____	62. _____	_____
28. _____	_____	63. _____	_____
29. _____	_____	64. _____	_____
30. _____	_____	65. _____	_____
31. _____	_____	66. _____	_____
32. _____	_____	67. _____	_____
33. _____	_____	68. _____	_____
34. _____	_____	69. _____	_____
35. _____	_____	70. _____	_____

Signature

Date Signed

2020 NCAA DIVISION I FOOTBALL CHAMPIONSHIP GAME – FRISCO, TEXAS
Additional Student-Athletes in Team Bench Area Form

Institution _____

Name _____ Title _____

Additional student-athletes on the institutional squad list as of the date of the first-round games (not on the 70-man roster) will be allowed on the sidelines in their team bench area. The additional student-athletes must be wearing the same color game jersey top as the rest of their team (no pads/helmet) and other institutionally issued apparel (e.g., sweat suit pants).

- | | |
|-----------|-----------|
| 1. _____ | 21. _____ |
| 2. _____ | 22. _____ |
| 3. _____ | 23. _____ |
| 4. _____ | 24. _____ |
| 5. _____ | 25. _____ |
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| 20. _____ | 40. _____ |

2020 NCAA DIVISION I FOOTBALL CHAMPIONSHIP GAME – FRISCO, TEXAS

Non-Participant Sideline Credential Form

Institution _____

Name _____ Title _____

The NCAA shall provide each team with 36 sideline passes that shall be distributed to only the coaches and those individuals in working capacities who have performed these duties throughout the regular season. It should be noted that the 36 passes shall include the coaches who will be working in the press box during the game. Please list the 36 individuals from your institution who will receive sideline access.

Name

Name

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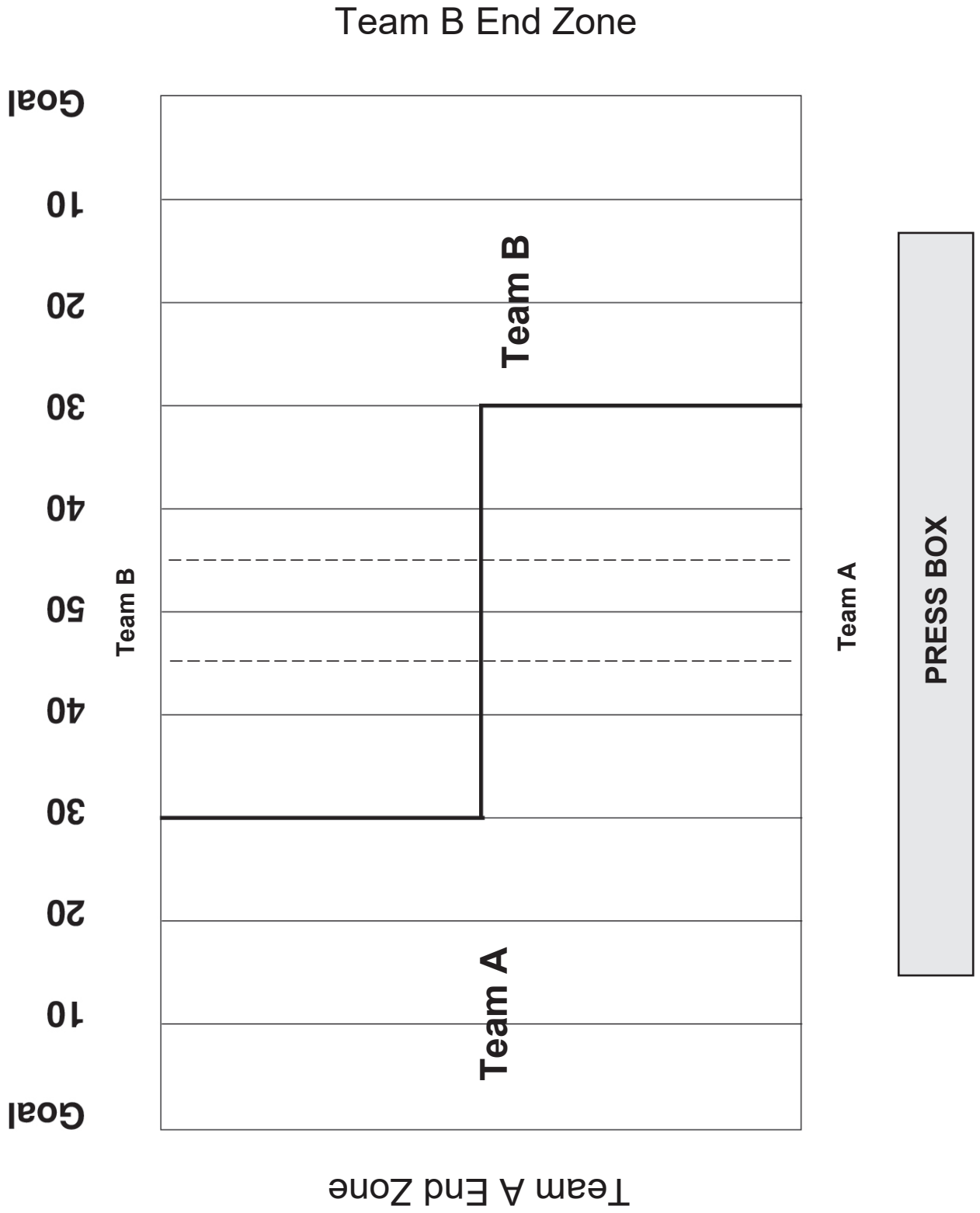
Signature

Date Signed





Pregame Warm-Up Areas



**2020 NCAA DIVISION I FOOTBALL CHAMPIONSHIP GAME
INSTITUTIONAL CONTACT FORM**

Institution: _____

Address: _____

Primary Team Administrator: _____

Work Phone: _____ Cell Phone: _____

Email Address: _____

Director of Football Operations: _____

Work Phone: _____ Cell Phone: _____

Email Address: _____

Sports Information Contact: _____

Work Phone: _____ Cell Phone: _____

Email Address: _____

Ticket Manager: _____

Work Phone: _____ Cell Phone: _____

Email Address: _____

Athletic Trainer: _____

Work Phone: _____ Cell Phone: _____

Email Address: _____

Marketing Director: _____

Work Phone: _____ Cell Phone: _____

Email Address: _____

Band Director: _____

Work Phone: _____ Cell Phone: _____

Email Address: _____

Spirit Squad Contact: _____

Work Phone: _____ Cell Phone: _____

Email Address: _____

**EMAIL BY 5 P.M. EASTERN TIME MONDAY, DECEMBER 23 TO
Chad Tolliver (ctolliver@ncaa.org) and Bruce Ludlow (bludlow@southland.org)**

**NCAA DIVISION I FOOTBALL CHAMPIONSHIP (FCS)
ABC/ESPN ACCESS**

In order to enhance ABC/ESPN's telecast, the NCAA Division I Football Championship Committee has agreed to allow ABC/ESPN special production access from a participating institution. Some of this access will be **MANDATORY** and some will be subject to the head coach's approval.

MANDATORY ACCESS FOR ESPN IS AS FOLLOWS:

1. **MANDATORY** closed practice access for ABC/ESPN producer, director and talent team.
2. Camera/microphone access to locker room during pre-game (**MANDATORY**).
3. **MANDATORY** head coach halftime interviews. ABC/ESPN will interview the head coach of the team that is leading going into the locker room and will interview the head coach of the team that is trailing coming out of the locker room. In the event of a tie, ABC/ESPN will interview the designated visiting team head coach going into the locker room and home team head coach coming out of the locker room. The first interview must be conducted immediately following the end of the first half. The interview must not exceed 90 seconds. The halftime clock will not start until the interview has been completed and the field is clear. The second interview will be conducted upon the head coach returning to the field following halftime.
4. **MANDATORY** head coach and/or student-athlete interview no later than 90 minutes prior to kick-off on game day. ABC/ESPN shall request, through the participating sports information contact, the head coach and/or student-athlete no later than two hours prior to kick-off.
5. **MANDATORY** sideline reporter access behind a team's bench throughout the game. There will be no camera or live microphone, but the reporter may give a brief summary report following the timeout. Discussions in the team huddles will not be recorded or aired.

For those requests that are subject to head coach approval, each participating institution's sports information contact will be required to complete an ABC/ESPN Production Access Form and return it to the NCAA at the pre-championship administrative meeting. Team representatives are requested to immediately report to the Division I Football Championship Committee any issues which may arise regarding ABC/ESPN access.

ABC/ESPN ACCESS REQUESTS REQUIRING HEAD COACH'S APPROVAL:

1. Participation in cross-promotional broadcast opportunities (i.e. College Game Day, College Football Live, etc.).
2. Hand-held camera and microphone at team meetings at the hotel.
3. Hand-held camera and microphone at team meals.
4. Hand-held camera and microphone on the team bus.
5. Hand-held camera and microphone at any other team activities.
6. Student-athlete's being allowed to videotape and document a team's tournament experience from their perspective.
7. Hand-held camera and microphone in the team locker room during halftime.

NOTE: ESPN may have multiple platforms on-site covering the championship. The ABC/ESPN broadcast production team is the primary ABC/ESPN entity that may request access. Other ABC/ESPN platforms (i.e., SportsCenter, ESPNNews, ESPN.com, ESPN3, ESPNW, ESPN DePortes, Longhorn Network, SEC Network, ACC Network) shall be treated as other media agencies and shall not be granted access, unless provided with general media access or approved by the team.

At the pre-championship administrative meeting, each team's sports information contact shall submit the ESPN access form indicating the team's access that is being granted to NCAA media coordinator Sahar Abdur-Rashid. Team representatives are requested to immediately report to the NCAA broadcast representative, Natalie Steger, with any issues regarding ESPN access.

Appendix H

NCAA DIVISION I FOOTBALL CHAMPIONSHIP (FCS)
 ABC/ESPN SPECIAL PRODUCTION ACCESS FORM – 2018 NCAA DIVISION I FOOTBALL CHAMPIONSHIP

Institution:	GAME
Head Coach:	[SPORTS INFORMATION CONTACT]

ACCESS TO:	YES	NO	IF YES, CONDITIONS?
Closed practice access (e.g., producer, director, talent team).	REQUIRED		
Team meetings at the hotel.			
Team meals.			
Team bus.			
Other team activities.			
Video camera, carried by student-athlete, to document team's tournament experience.			
Participation in cross-promotional broadcast opportunities (i.e., College Game Day, College Football Live, etc.).			
Arrival interview with HEAD COACH and/or STUDENT-ATHLETE no later than 90 minutes prior to kick-off.	REQUIRED		
Sideline reporter access behind team bench during game. NOTE: No camera or live microphone. Reporter will give brief summary on-air.	REQUIRED		
In-game halftime interview with head coach of team that is leading going into locker room, interview with head coach of team trailing coming out of locker room. NOTE: In the event of a tie, ESPN will interview the designated visiting team head coach going into the locker room and designated home team head coach coming out of the locker room.	REQUIRED		
Camera/microphone access to locker rooms – Pregame. NOTE: This will not be live, tape-delayed only.	REQUIRED		
Camera/microphone access to locker rooms – Halftime. NOTE: This will not be live, tape-delayed only.			

NOTE: ESPN may have multiple platforms on-site covering the championship. The ESPN broadcast production team is the primary ESPN entity that may request access. Other ESPN platforms (i.e., SportsCenter, ESPN.com, ESPN3, ESPNW, ESPN DePortes, Longhorn Network, SEC Network, ACC Network) shall be treated as other media agencies and shall not be granted access, unless provided with general media access or approved by the team.

PLEASE SUBMIT THIS LIST TO SHAR ABDUR-RASHID AT THE PRE-CHAMPIONSHIP ADMINISTRATIVE MEETING.

11/27/17 NJS