



**Lacombe Minor
Baseball Association
(LMBA)**

**Policies and Guidelines
Handbook**

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1. Refund Policy

Refund requests prior to the registration deadlines are subject to a \$25.00 administration fee. Refund requests after the registration deadlines will only be granted where deemed appropriate by the LMBA Executive (eg. moving away, season ending injury, etc.). If a tryout fee has been built into the registration fee, the tryout fee is non-refundable once the tryouts have commenced. Refund requests that are approved will be refunded on a prorated basis.

2. Import Policy

An import is defined by the LMBA as any player that comes from a community (physical address of residence), that has an established minor baseball association or has a community closer to them than Lacombe that has an established minor baseball association.

This policy applies to Competitive / AA and higher only. Baseball Alberta currently has no transfer requirements / guidelines for playing at the Community / A level. Players are able to register in the community of their choice at the Community / A level.

Rally Cap & 9U(Rookie) – import policy is not applicable

11U – 4 import players permitted

13U – 5 import players permitted

15U – 6 import players permitted

18U– 7 import players permitted

The import policy is to ensure players with the LMBA as their home association are given the opportunity to play at the AA level in their community. However, the LMBA believes in also providing opportunities for players whose home association is not the LMBA, to play on a LMBA team when the opportunity does not exist in the player's home association.

Head Coaches can apply to the LMBA Executive (through the appropriate Division Director) if they would like to include more imports than stated above after the tryout process has been completed. The application must be in writing (email, letter) and justify the reason for wanting to increase the number of imports allowed for that season. The independent evaluators comments and evaluation sheets must also be included with the application to assist the LMBA Executive in making a decision.

“Grandfathered” Players – Players that were registered with the LMBA at the Competitive / AA or higher levels in the previous season will not be considered imports if they come from a community that has an established minor baseball association. The appropriate transfer paperwork will still be required as per Baseball Alberta (see #7 Player Transfer Policy below for further information). They will be considered LMBA players until they choose to register in any future seasons with another association at which point they will no longer be considered an LMBA player.

3. Underage Policy

Rally Cap division: Underage players are not allowed to register.

9U(Rookie), Community A and Competitive AA levels in the 11U, 13U, 15U and 18U divisions: The LMBA accepts requests to move underage players up a division based on the following criteria:

- A. The individual must be a second / last year player (based on year of birth) in their age appropriate division.
- B. Underage players must register in their appropriate age division and then contact in writing (email, letter) the Directors of **both** the division they are registered in and the one they would like to tryout for, informing these Directors of their request to move up / tryout in the higher division.
- C. If a player wants to be moved up to **9U(Rookie)** or a **Community A** team in the higher division, the Director of the higher division will contact the player after the registration deadline to let them know if there is room based on the number of players registered in the division. Moving a player up a division must not leave the team(s) in the player's age appropriate division with a short roster or the A division they are moving up to with too many players on the roster as per the Roster Size Guideline. This will be determined by the LMBA Executive on a per division basis.
- D. If the player wants to tryout for a **Competitive AA** team, they must **Evaluate On** the team based on the Roster Selection – Evaluated On / Coach Picks Policy. **They can not be a Coach Pick.** If the player does not make the Competitive AA team in the higher division, they will have the opportunity to play on a Community A team in the higher division if there's room on the roster or play in their age appropriate division. Moving a player up a division must not leave the team(s) in the player's age appropriate division with a short roster or the A division they are moving up to with too many players on the roster as per the Roster Size Guideline. This will be determined by the LMBA Executive on a per division basis.
- E. If it's determined at any point during the season that it's not in the best interest of the player (eg. safety, skill set, cognitive ability, emotional ability, etc.) to play in the higher division the player will be moved to a team in their age appropriate division for the remainder of the season.

4. Overage Policy

The LMBA supports players requesting to play as an overage player **from the 11U to 9U(Rookie) divisions** based on their skill /experience or other specific circumstances. The player must be in the youngest calendar year eligible (1st year) for 11U that season, a 2nd year date of birth player will not be permitted to play 9U(Rookie). The player will be evaluated at the A level evaluations to determine if their skill set would cause an unfair advantage or safety issue at the 9U(Rookie) level. Moving a player down a division must not leave the team(s) in the player's age appropriate division with a short roster or the 9U(Rookie) division they are moving down to with too many players on the roster as per the Roster Size Guideline. This will be determined by the LMBA Executive on a per division basis.

Other overage rules for male and female players in 11U, 13U, 15U and 18U are dictated by Baseball Alberta, please visit the Baseball Alberta website (www.baseballalberta.com) for further information.

5. Roster Size Guideline

The recommended minimum / maximum roster sizes aimed for by the LMBA are:

	<u>Min / Max</u>
Rally Cap:	6 / 7
9U(Rookie):	8 / 9
11U:	12 / 13
13U:	12 / 13
15U:	12 / 14
18U:	12 / 15

Head Coaches can apply to the LMBA Executive (through the appropriate Division Director) if they would like to decrease / increase the minimum / maximum roster size for their team. The application must be in writing (email, letter) and justify the reason for wanting to decrease / increase the number of roster spots allowed for that season.

6. Roster Selection – Evaluated On / Coach Picks Policy

This policy is applicable to the 11U, 13U, 15U and 18U divisions at the Competitive AA level.

Rosters of 12 or less players will require 9 players to be selected (Evaluated On) by the independent evaluators based on the evaluation process and rankings. The remaining 3 roster spots will be selected by the Head Coach (Coach Picks) from the remaining players that evaluated in spots 10 – 15 as per the independent evaluators.

Rosters of 13 will require 10 players to be selected (Evaluated On) by the independent evaluators based on the evaluation process and rankings. The remaining 3 roster spots will be selected by the Head Coach (Coach Picks) from the remaining players that evaluated in spots 11 – 16 as per the independent evaluators.

Rosters of 14 will require 11 players to be selected (Evaluated On) by the independent evaluators based on the evaluation process and rankings. The remaining 3 roster spots will be selected by the Head Coach (Coach Picks) from the remaining players that evaluated in spots 12 – 17 as per the independent evaluators.

Rosters of 15 will require 12 players to be selected (Evaluated On) by the independent evaluators based on the evaluation process and rankings. The remaining 3 roster spots will be selected by the Head Coach (Coach Picks) from the remaining players that evaluated in spots 13 – 18 as per the independent evaluators.

7. Player Transfers Policy

Players requesting a transfer from the LMBA to another minor baseball association must follow the Player Transfer Guidelines (<http://www.baseballalberta.com/content/transfer-guidelines>) as per Baseball Alberta.

This policy applies to Competitive / AA and higher only. Baseball Alberta currently has no transfer requirements / guidelines for playing at the Community / A level. Players are able to register in the community of their choice at the Community / A level.

The LMBA will not consider a transfer request until the registration deadline for the division of the transfer request has been reached. At that time the LMBA Executive will review the number of registered players in the applicable division and determine if releasing the player(s) will be detrimental to the LMBA. For example, if 10 players are registered, and 2 of those players want to transfer to another association (offering the same level) which would then leave only 8 players registered and not enough for a team, the transfer forms would not be signed releasing the player(s) to another minor baseball association. The ability / skill set of the player will also be taken into consideration when the LMBA Executive considers the request.

8. Uniform & Apparel Policy

The LMBA Executive has developed the Uniform & Apparel Policy to assist all of our teams in taking advantage of bulk order pricing, consistent apparel selection, consistent colours, etc.

Rally Cap & 9U(Rookie) Divisions:

In the Rally Cap and 9U(Rookie) divisions, the LMBA will provide each team with a set of t-shirts and hats that each player and coach will get to keep. Players are required to wear jogging pants or baseball pants. Shorts are not allowed for the safety of the players in case they slide or dive.

11U, 13U, 15U & 18U Divisions:

The following requirements are for all **players and coaches** at the Community A and Competitive AA levels:

Baseball Pants:

At the Community A level all players and coaches are required to wear **gray** baseball pants when playing games.

At the Competitive AA level all players and coaches are required to wear **white** baseball pants when playing games.

Players and coaches can wear either the long or short style pants. If they choose to wear the short style pants they will be required to wear royal blue socks or white socks with royal blue stirrups.

Socks:

Players and coaches are required to wear **royal blue** socks or **white socks with royal blue stirrups** when playing games.

Belt:

Players and coaches are required to wear a **royal blue** belt with their baseball pants when playing games.

Short & Long Sleeve Shirts:

Players and coaches that prefer to wear either a short or long sleeve shirt under their uniform when playing games, it must be **royal blue**.

Jersey:

The LMBA is responsible for providing a set of jerseys to each team (players and coaches) at the Community A and Competitive AA levels. No other jerseys are to be used by LMBA teams unless approved by the LMBA Executive. In order to minimize the wear and tear on LMBA jerseys they are not allowed to be worn at practices.

8. Uniform & Apparel Policy (continued)

Hats:

Players and coaches are required to wear a **royal blue** hat with the current season's approved logo as determined by the LMBA Executive.

At the Community A and Competitive AA levels all players and coaches will be responsible for providing / purchasing their own royal blue hat with the approved current season's logo. The hat can be an adjustable, flex-fit or pro-fit model. The approved current season's logo will be on the logo'd apparel (see Logo'd Apparel Availability) hats being offered that season.

Logo'd Apparel Availability:

The LMBA will work with local businesses each season to provide a variety of apparel choices with Dodgers Baseball logos. These will include jackets, hats, shorts, short and long sleeve shirts, etc. Players and coaches are not required to purchase any of the apparel with logos, they are able to purchase non-logo'd apparel as long as it meets the criteria listed in the Uniform & Apparel Policy. For example, a player may choose to purchase a logo'd t-shirt through the business that the LMBA has contracted to provide logo'd apparel or they may choose to purchase a blank royal blue t-shirt from any business.

The LMBA will communicate via email when the logo'd apparel is available and how members can go about ordering items. This option allows parents / guardians, siblings, grandparents, etc. to also order logo'd Dodgers apparel.

9. Coaching Certification and Requirements - Reimbursement Policy

The LMBA will reimburse coaches that submit proof of the following documents and applicable receipts to the appropriate Division Director that they are coaching in that season.

National Coaching Certification Program (NCCP) - Baseball coaching certification

Respect in Sport - Leader certification

Criminal Record Check (CRC) and Vulnerable Sector Checks (VSC) - These documents can be obtained from The City of Lacombe Police Services (for City of Lacombe residents only) or a local RCMP detachment (for County residents: Blackfalds, Ponoka, etc.). The reimbursement will be to the maximum of the discounted fee based on the individual providing the police service with a Volunteer Coach Letter (found under the Coaches tab on the LMBA website). Without a Volunteer Coach Letter from the LMBA, the City of Lacombe Police Services and the RCMP detachments will charge the individual the maximum amount or they will refuse to provide the documents to the individual until the Volunteer Coach Letter is provided. If the individual chooses to obtain these documents at the maximum fee (without using the Volunteer Coach Letter), they will only be reimbursed the discounted fee amount.

Coaches Code of Conduct – There is no fee related to this document but it is required to be signed, dated and submitted to the appropriate Division Director by anyone coaching in the LMBA. It can be found under the Coaches tab on the LMBA website.

10. Criminal Record Check (CRC) & Vulnerable Sector Check (VSC) Policy

A Criminal Record Check (CRC) / Vulnerable Sector Check (VSC) is required for all coaches. If you live in the City of Lacombe you can obtain this from the City of Lacombe detachment. If you live outside of Lacombe, including Lacombe County, you will need to obtain this from a local (Ponoka, Blackfalds) RCMP detachment. The CRC / VSC letter that the police detachment requires can be accessed on the LMBA website under the Coaches tab.

A CRC / VSC is required every 3 years (eg. if submitted to LMBA for the 2022 season a new CRC / VSC will be required in 2025). For the years between CRC / VSC submissions, coaches will be required to sign and submit a CRC / VSC Declaration Form which can be accessed on the LMBA website under the Coaches tab.

11. Coaching Certification & Requirements Policy

To determine the coaching certification and additional requirements that the LMBA, Baseball Alberta and / or Baseball Canada requires for individuals to be a Head or Assistant Coach for the upcoming season in any division, please visit the LMBA website and select the Coaches tab to see the coaching certification and requirements for each division.

12. Late Registration Policy

There will be a **\$30.00** late registration fee applied to any registration that occurs after the registration deadline established for each division and caliber (A, AA, etc.). Late registrations will only be accepted if there is room within the division and caliber the individual wants to register in. Individuals wanting to inquire about registering after the applicable registration deadline will need to contact the appropriate Division Director.

If an individual is registering late, but their registration is required to create a team or fill the minimum required as per the LMBA Roster Size Guideline, the late fee will not be applied.

13. AGM Attendance Policy

Prior to each season the LMBA holds their Annual General Meeting (AGM). Everyone in attendance (based on the completed attendance sheet) will receive a discount on their registration fees (per child) if they register within 1 week of the AGM. The AGM Attendance Discount is determined by the LMBA Executive prior to the AGM. Registration after the 1 week period, even for individuals that attended the AGM, will be at the regular registration fee.

14. Community “A” Provincials Entry Fee Policy

If a Community A team in the 11U or higher divisions decides to extend their season by entering Community “A” Provincials organized through Baseball Alberta, they can apply via email to the LMBA Executive to have their Provincial entry fee covered by the LMBA. The LMBA Executive can be contacted at lacombedodgers@gmail.com.