

IVA



**INTERMOUNTAIN
VOLLEYBALL
ASSOCIATION**

**MEMBERSHIP HANDBOOK
2009-2010**

Region Of



USA Volleyball

TABLE OF CONTENTS

DIVISIONS.....	3
MEMBERSHIP.....	4
Membership Classification & Fees.....	5
First time membership.....	6
Classification & Description.....	7
JUNIOR OLYMPICS.....	8
Team Registration.....	8
Information Security.....	8
Background Check.....	8
Club Application.....	8
Athlete Transfers.....	9
Age & Identity Falsification.....	9
Team Classification & Final Rosters.....	10
MEMBER/TEAM TOURNAMENT REGISTRATION.....	10
Multi-Team Clubs.....	10
JUNIOR OLYMPIC VOLLEYBALL NATIONAL CHAMPIONSHIP.....	11
PROTESTS, APPEALS COMPLAINTS & GENERAL POWERS.....	11
Tournaments.....	11
IVA Policies.....	11
Appeals.....	11
Complaints.....	11
Disciplinary Action – Due Process Procedure.....	12
First Level Appeal.....	12
Second Level Appeal.....	13
Third Level Appeal.....	13
INTERMOUNTAIN REGION ~ STAFF.....	15

INTERMOUNTAIN REGION 2009-2010 OPERATING CODE

United States of America Volleyball (USAV) Divisions of Sanctioned Competition (Indoor & Outdoor)

MEN'S DIVISION

Teams comprised ONLY of eligible male athletes.

WOMEN'S DIVISION

Teams comprise ONLY of eligible female athletes.

MIXED-SIX/COED DIVISION

Teams comprised of eligible female and male athletes consistent with USAV Rules of Competition. Junior players may participate in adult coed tournaments with parent's written permission.

Note: Junior players may not participate in USAV Adult National Championships.

JUNIOR OLYMPIC VOLLEYBALL DIVISION

Teams comprised of eligible members in the approved age classifications for male and female members.

OUTDOOR/BEACH

Grass, sand, or similar tournaments, usually consisting of teams with 2-4 players.

Individual Memberships Adult and Junior Membership Classifications & Fees

Member classifications for the current season have been established by the Intermountain Region Board of Trustees.

Adult Regular Girls Junior Regular	Regular	All participants involved with the USAV/IVA Junior Olympic volleyball program or club related activities, clinics, camps, leagues and sanctioned tournaments/events.	\$55.00	Adult/Junior	N/A
Boy's Junior Or Beach Programs Regular	Regular	All under developed programs of IVA/USAV	\$25.00	Junior	N/A
Adult/Junior	Other	Clinics, Camps and League options	\$15.00	Adult/Junior	N/A
One time Event	Other	May only be used one time.	\$10.00	Adult/Junior	N/A
IVA Facility Membership 12 Years and up	Other	Entrance to all IVA/USAV venues for the 2009 season. Discounts at Pro Shop and Camps/Clinics. Sports Accident Insurance/Liability coverage. Does NOT include Club or Power Regionals.	\$75.00	Adult	N/A
League	Other	Set number of Teams participating over an established number of dates, not to exceed 16 hours of competition and a maximum of 4 hours competition per date.		Junior	

To become a member of the Intermountain Region of USAV as an individual not affiliated with a club, or, as club director, go to www.imvolleyball.org, select Membership Tab and select "Previous" member or "New" member. This should fall under the IVA Facility Membership.

Any individual affiliated with a club must also follow their individual club/team registration guidelines.

Membership Classifications & Fees

Member classifications for the current season have been established by the Intermountain Region Board of Trustees.

League

A league shall be defined as a structured event with a set number of teams participating over a established number of dates and meeting any additional criteria as deemed necessary by the sanctioning region (not to exceed 16 hours of competition). Participants will be limited to a maximum of four hours of competition per date. The region, rec. depts or similar groups could run leagues.

Maximum Team Roster size including substitutes

6 Person Team-Maximum of 15 players and up to 5 staff (coach, team rep, etc.).

4 Person Team-Maximum of 10 Players and up to 3 staff.

Less than 4 persons per team-Players cannot exceed 2.5 times the team size. Staff cannot exceed 1 for every 3 players.

Adults participating in a junior league (league reps, coaches, etc.) must be background screened and obtain a full USAV/IVA membership.

Individual information from League or club directors needs to be sent to the IVA Region Office. League waiver forms available on website under the Tab Forms. You must send registration data before League start date.

Any individual/team/club who submits a check or other form of payment that is not honored by the applicable financial institution will be charged a \$40.00 handling fee. The individual/team/club will also be required to replace the original amount of the payment by cash or cashier's check and reimburse IVA for any and all bank fees and other charges incurred. Any individual/team/club whose payment has been rejected for payment by their financial institution will be required to make all future payments by cashier's check or cash.

When you renew or join for the first time with Webpoint/USA Volleyball, you will be given the following options:

1. If you took advantage of our Online Signature and payment plan [via credit card](#) you may immediately print your membership card at the conclusion of your Online Registration session.
2. If you selected "[Submit payment with application](#)" please print out your Waiver and Release Form, sign it (For Juniors: both player and parent) and insert check or [money order and send to IVA Region Offices](#): 2595 West Custer Rd Suite A, SLC, UT 84104. Please note that this process may take 5-7 business days after the time you send your completed forms and required fee IF approved by the Intermountain Region. If payment is not received within 5 days of registering, your membership will be cancelled. YOU will have to register again. Your membership may take up to 5-7 business days to make current.
3. If you happened to register and not pay but decided you wanted to pay with credit card, log back in, navigate to the top and click Pay for Membership and proceed to pay with credit card.

For tryouts: Please make copies of your Medical Release Form and Membership card and take them with you to tryouts.

You must be able to provide proof of registration prior to participating in any sanctioned event (including tryouts). Failure to comply with this requirement may result in fines, penalties and suspensions.

No refunds on membership fees will be issued after membership has been taken.

Member Classification	Fee	Description
Regular Adult* Regular Junior Regular Junior* turning 18 during the season	\$55	Fee includes sports accident/liability insurance; national and regional newsletters; participation in sanctioned tournaments and official's clinics upon payment of applicable fees, USA Volleyball magazine and entry into all tournaments held at IVA.
Volunteer* Parent* Chaperone* Trainer*	\$55	Fee includes sports accident/liability insurance, national and regional newsletters and entrance to all venues but NOT Power or Club Regionals.
Single Event	\$10	Reduced fee includes sports accident/liability insurance. *Only one single event covered, then must upgrade to a regular member This can only be used 1 time in USAV/IVA sanctioned tournaments
Background Check	\$25	This is good for 2 Seasons
IVA Facility Membership	\$75	All the benefits of an Adult membership, plus entry to all venues EXCEPT REGIONALS

*Requires Background Check

JUNIOR OLYMPIC TEAM REGISTRATION

Each team member and all other persons associated with a team must register with IVA/USAV through WebPoint <https://webpoint.usavolleyball.org/> **each year**. Teams must register a minimum of six eligible junior members four weeks prior to first competition. Forms with incomplete and/or inaccurate information will be returned and refused.

Membership is not active until IVA receives and accepts completed registration through IVA/USAV WebPoint registration system and receives full payment. Membership is valid from November 1 through October 31. Each registered team must have an adult coach who is a registered member of the IVA Region and is Impact Certified. All Assistant Coaches must do the same. IVA region office must have received an IVA Participation Agreement. The coach is required to supervise the team during practice, play, events and officiating assignments.

Once a registration is accepted no refunds or transfer of fees to another member will be allowed.

Forms and membership handbooks may be obtained from the IVA Region Office or at www.imvolleyball.org.

INFORMATION SECURITY

All membership information submitted by individuals is maintained in the strictest confidence and not shared outside the IVA office.

BACKGROUND CHECK

All individuals associated with junior activities such as: club directors, club administrators, team representatives, coaches, chaperones, and trainers, **may not participate in sanctioned Junior Olympic Volleyball activities or events, until they have passed a background check conducted by the IVA Region Office through WebPoint**. In addition to the consent for background check, the applicant must submit completed Participation Agreement. Background check pass/fail reports require a minimum of 10 business days to process through WebPoint.

CLUB APPLICATION

At least three weeks prior to the club's first sanctioned activity, each club must annually submit the completed club application documents. All club activities, including tryouts, meetings and team gatherings must be sanctioned by the IVA Region Office. Club application documents can be downloaded from www.imvolleyball.org, under the "Documents and Forms" section.

ATHLETE TRANSFERS

A Junior Olympic Volleyball athlete may represent only one team/club in the same season with the following exceptions:

- Junior members may transfer to another team/club at the discretion of the Junior Olympic Volleyball Program Director after all procedures of release have been submitted. Prior to this request the player must have a written release from the club they are leaving.
- In the event of change in military or academic status; job transfer; or hardship situation, a written request for transfer must be submitted to the Junior Olympic Volleyball Program Director.
- Permanent transfers are subject to all IVA related fees and USAV rules limiting player participation in Qualifiers, Championship Events, or other tournaments.
- A Junior Olympic Volleyball member cannot register and compete with BOTH a Junior and an Adult regular team. Any junior member who competes on an adult team (except in an adult coed tournament) will not be eligible to play in any junior tournament.
- A player who participates in a club or varsity program for any university, college, community college, or junior college is ineligible to play in Junior Olympic Volleyball regional or national qualifying and championship events.
- During the IVA season (November 1- October 31) Junior Olympic Volleyball players and teams may NOT compete in events not sanctioned by IVA/USAV.

AGE AND IDENTITY FALSIFICATION

Any USAV Junior Olympic Volleyball athlete, coach or team representative in any capacity, who alters a document or falsifies a statement certifying the age and/or identity of a participant, will be sanctioned as follows:

- Individual membership will be immediately suspended from IVA/USAV and barred from further participation in any capacity for a minimum of two years.
- After completing the two-year suspension, the individual will be placed on probation for a minimum of one year.

A Junior Olympic Volleyball athlete who knowingly plays in a lower age classification than the one in which they are actually eligible, or who knowingly misrepresents their identity shall be subject to the same sanctions listed above.

Participation Agreement: The individual or the legal guardian of the individual must sign the participation agreement. Any person registering anyone other than themselves will be subject to the following policies and procedures: 1st offense-fine in the amount of the membership fee for each individual that they falsely registered. The 2nd offense fine is as outlined above plus the suspension.

TEAM CLASSIFICATION AND FINAL ROSTERS

Classification of Junior Olympic Volleyball teams is determined by the current age group definitions for Junior Olympic Volleyball. Waivers for region club competition are to be submitted in writing to and may be considered by the IVA Junior Olympic Program Director at the Region Office. Athletes may play upward in age classification if they choose to do so. The Power Division will not allow any exceptions to the age group definitions.

Exception: Co-Ed Participation

Coed teams in the 14's, 13's and 12's girls divisions will be allowed if the following criteria are met:

- No more than three boys are allowed on the court at one time.
- Coed teams will not be allowed to compete in the Region Championships.
- IVA Coed teams may not compete outside the IVA region

MEMBER/TEAM TOURNAMENT REGISTRATION

Signed team registration information and appropriate fees must be received by the Region Office no later than four weeks prior to the tournament in order to be eligible.

Member team registration/roster information, and fees must be received by the region office no later than 72 hours prior to the tournament in order to be eligible. Team members must be registered USAV members before they may register with a team for a tournament.

Team Fees	Amount	Description
Late Registration	\$100.00	
Roster Change	\$25.00	After 72 hr. deadline
Team Fee	\$100.00	
Club Registration	\$100.00	

MULTI-TEAM CLUBS

Volleyball clubs consist of teams organized within the same geographical area limited to city, county, or metro area. Each team in a volleyball club is required to submit the appropriate registration form and fees for the current season by the stated due date.

Players on each team in a club may move laterally and upward in team classification in order to compete, however, players may not participate in the same tournament with two different age groups. Players may participate with other teams in their club until team rosters are frozen.

JUNIOR OLYMPIC VOLLEYBALL NATIONAL CHAMPIONSHIP

Acceptance of a bid to the Junior Olympic Volleyball National Championship competition must be submitted in writing to the IVA Region Office by the club director (for multiple team clubs) or the adult team representative or junior club coach for single team clubs. Failure of the Club and/or team to comply with all USAV deadlines and requirements is NOT the responsibility of the IVA Region Office.

PROTESTS, APPEALS, COMPLAINTS AND GENERAL POWERS

TOURNAMENTS

Protests arising with respect to rules interpretation by officials during sanctioned competition must be decided by a Tournament Protest Committee composed of 3 certified officials (if available), appointed by the Tournament Director or Court Manager.

IVA POLICIES

Participants and organizations desiring to participate in IVA sanctioned events must abide by the rules, policies and guidelines of the Intermountain Region and USAV.

APPEALS

An individual to whom membership is refused, or who has membership suspended in part or whole, or a team that has registration refused or team eligibility suspended in part or whole, may appeal for a review by following the Due Process Policy adopted by the Intermountain Region Board of Trustees.

COMPLAINTS

Complaints concerning tournament administration must be received in writing within three weeks after the completion of the event. IVA reserves the right not to take action on any complaints filed after that time period.

- A. The commissioner or his/her designee is authorized to make all decisions and promulgate all policies not specifically covered in this Handbook, including fees to be charged for region services and the amount of all fines against individuals and/or teams for violation of IVA/USAV or other rules, laws, or statutes.
- B. This Handbook is the operating policy of IVA. At the discretion of the IVA Board of Trustees, with the approval of the Officers, the Commissioner or designee may alter the guidelines established herein.

DISCIPLINARY ACTION – DUE PROCESS PROCEDURE

It is the responsibility of the IVA Regional Volleyball Association Board of Directors to administer volleyball within the IVA Region. On occasion, Region members may violate or be accused of violating Region rules or the USAV Code of Conduct for players or coaches, or other rules of USAV. Such alleged violations may require action by the Region. These due process rules are hereby established to protect the due process rights of any accused member of the Region, the safety of Region members, and the integrity of the Region.

All Matters

Some actions or alleged actions by individuals or teams result in automatic sanctions in accordance with the IVA Handbook (e.g., failure to have all members registered with the IVA/USAV prior to any activities, certified coaches by specified dates, tournament deadlines, failure to fulfill work (officiating) obligations, use of alcohol or controlled substances at any USAV sanctioned functions). The IVA staff may issue an automatic sanction. **If an automatic sanction is not provided in the IVA Handbook, the IVA staff, after gathering relevant facts and considering the evidence related to the alleged wrongdoing, has the authority to administer an appropriate sanction as soon as reasonably possible after receiving the matter. All sanctions will be issued in writing.**

First Level of Appeal

If the person accused of wrongdoing (the “Claimant”) disputes the decision of the IVA Staff or officer of the Board, the first level of appeal shall be to the IVA Commissioner or Acting Commissioner. The Claimant shall have ten (10) business days from the date the sanction is issued to appeal in writing to the IVA Commissioner or Acting Commissioner. The appeal must be received by the IVA no later than 5:00 p.m. on the tenth business day following issuance of the previous decision. The postmark date is irrelevant, and the mailbox rule does not apply to this situation. It is the duty of the Claimant to make sure that an appeal is received by the IVA Regional Office by the tenth business day following a decision. If it is not received by 5:00 p.m. on the date due, it will be untimely and will not be considered by the IVA. All appeals must be made in writing, may not be made anonymously, and must be mailed or hand delivered to:

Intermountain Volleyball Region Office
ATTN: Appeals
2595A West Custer Road
Salt Lake City, UT 84104

E-mail is not an acceptable form of written appeal. The IVA Commissioner or Acting Commissioner shall issue a written decision to the Claimant within ten (10) business days after he/she receives the appeal. Decisions may be sent to the Claimant by either e-mail or regular mail, or both.

Second Level of Appeal

If the Claimant disputes the decision of the IVA Commissioner or Acting Commissioner, the second level of appeal shall be to the IVA Ethics & Eligibility Committee. The Claimant shall have ten (10) business days from the date the IVA Commissioner or Acting Commissioner's written decision is issued to appeal in writing to the IVA Ethics & Eligibility Committee. The appeal must be received by the IVA no later than 5:00 p.m. on the tenth business day following issuance of the previous decision. The postmark date is irrelevant, and the mailbox rule does not apply to this situation. It is the duty of the Claimant to make sure that an appeal is received by the IVA by the tenth business day following a decision. If it is not received by 5:00 p.m. on the date due, it will be untimely and will not be considered by the IVA. Once again, this appeal must be made in writing, may not be made anonymously, and must be mailed or hand delivered to:

Intermountain Volleyball Region Office
ATTN: Appeals
2595A West Custer Road
Salt Lake City, UT 84104

E-mails are not an acceptable form of written appeal. The IVA Ethics & Eligibility Committee shall convene a three-person Panel and issue a written decision within ten (10) business days of receipt of the appeal. The IVA Ethics & Eligibility Committee Panel's decision must be unanimous. The Panel will review the IVA Commissioner's decision for appropriateness and reasonableness.

Third Level of Appeal

If the Claimant disputes the decision of the IVA Ethics & Eligibility Committee, the third level of appeal shall be to the IVA Board of Trustees. The Claimant shall have ten (10) business days from the date the IVA Ethics & Eligibility Committee's written decision is issued to appeal in writing to the IVA Board of Trustees. The appeal must be received by the IVA no later than 5:00 p.m. on the tenth business day following issuance of the previous decision. The postmark date is irrelevant, and the mailbox rule does not apply to this situation. It is the duty of the Claimant to make sure that an appeal is received by the IVA by the tenth business day following a decision. If it is not received by 5:00 p.m. on the date due, it will be untimely and will not be considered by the IVA. Once again, this appeal must be made in writing, may not be made anonymously, and shall be mailed or hand delivered to:

Intermountain Volleyball Region Office
ATTN: Appeals
2595A West Custer Road
Salt Lake City, UT 84104

E-mails are not an acceptable form of written appeal. The IVA Board of Trustees shall offer the Claimant the opportunity for a hearing before the Board. The IVA Board of Trustees meets as necessary and will consider the appeal at its next meeting. The IVA Board of

Trustees will issue a written decision within ten (10) business days of its meeting at which the appeal is considered.

Any reversal by the IVA Ethics & Eligibility Committee receives an automatic review by the IVA Board of Trustees. The IVA Board of Trustees will consider the matter at its next scheduled Board meeting. If a reversal is issued by the IVA Board of Trustees, it shall be issued within ten (10) business days of the meeting of the Board at which the matter is considered.

An appeal that is late at any stage of this process prohibits the Appellant from making further appeals to the IVA.

These revised Disciplinary Actions and Due Process Procedures are effective for all incidents occurring on or after August 18, 2006.

INTERMOUNTAIN REGION – STAFF

Executive Director

Kim Norman: kimn@imvolleyball.org

Membership and Development Director

Tari Anderson: taria@imvolleyball.org

Events/High Performance Director

Cristy Crane: cristyc@imvolleyball.org

Officials Chair

Jerilyn Clawson: officials@imvolleyball.org

Scorekeepers Chair

Marcie Schaap: scorekeeper@imvolleyball.org

Intermountain Volleyball Region Office

2595 A West Custer Road (1775 South)

Salt Lake City, UT 84104

Phone: 801-534-1933 Fax: 801-575-6592

Website: www.imvolleyball.org