



# ***North Carolina Passing League Requirements for Hosting NCPL Events***

## **1. Fields**

North Carolina Passing League games can be played on either field-turf or natural grass surfaces. This should help expand the number of available fields for the each tournament site.

To host a sixteen-team tournament, two (2) 100-yard fields are needed, which enables four games to be played simultaneously. The fields are marked with two cones at the 40-yard line, 20-yard-line, goal-line, and end-line. For a sixteen-team tournament, you will need 40 cones. Orange is the preferable cone color, so that it is easily recognizable to the competitors and officials.

In an ideal situation, we prefer that at least one artificial field be available for use during the tournament. In case of inclement weather that makes any of the grass field unplayable, the tournament will be moved to the artificial turf field. In such an instance, the games will be shortened by five minutes from 25-minutes to 20-minutes and the time between the games will also be reduced.

For larger tournaments, of course, more cones will be required. The rule of thumb is 10 cones per field, so with six fields, you'll need 60 cones and so forth.

We would recommend setting up a practice area where teams could warm up for the event. This need not necessarily be a large area, but an area where players can warm up before playing.

In addition, your stadium will need lights and the ability to turn on the lights should the event run late. The event is designed to be played without lights, during the day, but should the event run late due to unforeseen circumstances, we do need the option of finishing the event under the lights.

## **3. Registration Table**

A registration table is necessary at each tournament site. Participating teams are required to check-in at the registration table before the start of the tournament. Teams are required to submit their rosters and liability releases before the start of the tournament to participate. At registration, the rosters are checked against the signed releases. At that time, the teams are given their PPL tee-shirts for distribution to the student-athletes.

Before the start of the team's first-game of the tournament, a roster roll-call will be given for each game. This is to ensure that all of those participating have signed the required releases to participate in the tournament.

In addition, teams will be given a bracket with field designations and pool play schedule at registration.

This is a free event, so there is no need for money to be collected at the tournament site.

The registration table should be manned by 2-4 people, depending upon the number of participating teams.

#### **4. Concessions**

An operating concession stand is not a requirement to host the event, but it is strongly recommended. A concession stand that serves a variety of food items throughout the day would be a good fundraising opportunity for your booster club.

We would even recommend a concession stand operation throughout the day that would be able to serve coffee, pastries in the morning with typical concession stand type fare throughout the remainder of the day, including hot dogs, hamburgers, etc. This is a tremendous fundraising opportunity for your booster club. The host school's booster club will keep all revenue generated from the concession stand.

#### **5. Restroom Facilities**

Restroom facilities must be available to the public. We prefer a site that has access to permanent restroom facilities during the tournament, but temporary restroom facilities can be used, when absolutely necessary. Each tournament site will require custodial services to clean up the facilities after the event. We agree to pay the cost for the custodial services as long as the payment terms are agreed to prior to the event.

If restroom facilities are not easily accessible, we recommend one portable toilet per field.

#### **6. Field House**

We prefer a site with access to a field house. We would restrict field house access to authorized personnel only (tournament management, game officials) and would restrict access based on your requirements.

#### **7. Public Address System**

To ensure communication with all participants, access to a public address system is required. The PA system will be used to communicate to all teams, participants at the event. This is critical in the case of an emergency in which official communications need to be made to those in attendance at the event. In addition, if possible, a wireless microphone would be preferred as well. If a wireless microphone is not available, then we may make arrangements to rent a wireless microphone for the event.

## **8. Scoreboard**

The main scoreboard will be used as the main clock for all games. All tournament games must begin at the same time on all fields. Based on the official PPL rules, the clock will run to indicate the timing of the games, half-time, and the time between games. The public address system will announce time intervals at the 10, 5, and 2 minute mark of each half.

If the secondary fields are not within visual range of the scoreboard or audible range of the public address system, then the time and score will need to be kept separately at those fields. The timing of the game will be kept on a stop watch at the secondary field and a megaphone will be used to announce the time intervals of 10, 5, and 2 during each half. An air horn will be used to start and end each half and each game.

## **9. Trainers**

The NCPL is committed to ensuring the safety of all of the competitors. Each NCPL event should be staffed with certified trainers and/or emergency medical first responders who can address any injuries that occur during competition. If possible, we prefer that the medical staff have access to the athletic training facilities at each event. The trainers and first responders are responsible for responding to injuries incurred during competition. Individual teams are responsible for their own training needs such as ankle taping, etc.

## **10. Officials**

In an effort to encourage fair play and sportsmanship among the competitors, we will require one or two officials per field per game. The competitors are expected to honor the game and their fellow competitors by playing the game in a sporting manner as detailed in the NCPL rules. We will work with the schools to schedule the officials for each game. The NCPL will make arrangements with the host school to pay for the game officials. NCPL officials should be certified by the North Carolina High School Athletic Association.

## **11. Field Manager, Game Manager**

Each field will have a field manager, an individual responsible for ensuring the timely flow of the teams on and off the field. The field manager will be responsible for the timing of the event and the proper reporting, recording of the game score. The field manager must also be familiar with the NCPL Official Rules to assist the official with any questions that may arise in regards to the rules of play.

## **12. Water Coolers**

Hydration is a key element in ensuring that the competitors remain healthy during the competition. The host site is responsible for providing the competitors with a source of clean, fresh water. We recommend making water available throughout the facility at clearly marked areas. In addition, each field of play should have two water coolers filled with cups and cups. The coolers need to be checked and filled periodically throughout the competition as necessary. For a 16-team tournament, with two fields of play, eight water coolers are recommended.

### **13. Trash Cans**

Each field of play should have at least one trash can available for cups, tape, and other trash items. Although the players will be responsible for cleaning up after themselves during competition and at the end of the day, the PPL again will assume any custodial fees necessary for the cleanup of the facility after the event.

### **14. Game Balls**

The host site is responsible for providing the game balls for competition, although most teams will bring their own preferred balls. For a 16-team tournament, with two fields, that means four games will be played at the same time, requiring four game balls. Teams can use their own game balls if the game balls are regulation size and in good condition.

The official game ball must meet National Federation of State High School Association standards. An example of an acceptable football for competition is the Wilson F1716 TDS composite leather high school football. The ball is approved by the NFHS.

The host site is not responsible for providing teams with balls for warming up in the practice area. Teams should bring their own footballs for this purpose.

### **15. Mouthpieces**

On rare occasions, teams will arrive without mouthpieces. This is rare, but it has happened. We recommend having additional mouthpieces available for any team that arrives without the most necessary piece of equipment. It's rare, but it does happen.

#### **List of requirements to host a Palmetto Passing League event:**

- (1) For a 16-team tournament, two (2) 100-yard fields, which enables four games to be played simultaneously.
- (2) Registration Table and/or Registration Tent (staffed by 2-4)
- (3) Concessions (Booster Club Fundraiser)
- (4) Restroom Facilities (Access for public/competitors)
- (5) Access to Field House (Restricted Access to Tournament Staff, Game Officials)
- (6) Public Address System
- (7) Training Staff - Medical First Responder (2)
- (8) Officials – One official per game
- (9) Field Managers and/or Game Managers (4)
- (10) Eight water coolers for a 16-team tournament on two fields.
- (11) Four trash cans minimum or one for each field of play in a 16-team tournament.
- (14) Four to eight NFHS approved game balls. (Teams will bring own balls.)
- (15) Orange cones not less than 40 for a sixteen-team tournament
- (16) Eight stop watches, two for each field of play in a 16-team tournament.

***If you have any questions about hosting a PPL event at your school, please contact the NCPL's Mike Sinnott at (517) 927-4570.***