1. Familiarize yourself with the General Guidelines for the CYM Sports Program of the Diocese of Pittsburgh. Read through it so that you understand the structure, eligibility requirements, rules, etc. Determine whether or not your intentions fit together with the mission and purpose of the league.

2. Appoint a CYM Sports Contact Person (Form A)

3. Recruit and appoint a Head Coach and at least one Assistant Coach. All head coaches are required to attend a Coaches’ Accreditation. Ensure that all adults are in full compliance with the Diocesan Safe Environments Policy. Consider having all coaches attend a class on standard first aid w/adult, child, and infant CPR/AED. Purchase or assemble a first-aid kit.

4. Secure a home field which most likely will require “Certificate of Insurance.” A home field will be needed from May 1 through the end of July. Teams are responsible for home plate, bases, and orange cones for their field.

5. Recruit players that will make up your team roster (i.e. Forms B and C). Twenty (20) players, of at least 10 boys and 10 girls, is the suggested number of players needed for 1 team.

6. Attend all mandatory pre-season meetings and complete all registration materials before the deadline to successful register you team with the Diocese of Pittsburgh.

7. Secure funding, plan fundraisers, and see sponsors to assist with uniforms, entry/league fee, equipment, umpires, etc. Consider whether or not you need an individual player registration fee. Upon successful registration, each team will receive an A.S.A. Rule Book, scorebook, and a dozen game balls.

8. Purchase basic equipment including balls, A.S.A. approved bats and helmets. In addition, uniforms need to be selected and must include team’s name, with numbers on the front and back. Secure additional practice and game balls (A.S.A. certified softballs, optic yellow, red stitch, 12” ball with a Ball COR of .440 or under, and a Ball Compression of 375.0 lbs.).

9. Communicate with your players and families your expectations. Inform them that gloves, cleats, socks, and any other personal equipment is the responsibility of the team members and their parents.

10. Create a master schedule which includes practices, games, and the year-end tournament. Keep in mind that games are to be played as schedule with the exception of inclement weather.

For more information please visit: www.diopitt.org