**Tip-off!**

How to Start a CYO Basketball Team

1. Familiarize yourself with the General Guidelines for the CYO Sports Program of the Diocese of Pittsburgh. Read it so that you understand the structure, eligibility requirements, rules, etc. Determine whether your intentions fit together with the mission and purpose of the league.

2. Appoint a CYO 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 Coach Accreditation/Clinic at $25.00/per coach. 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. A home gym will be needed from December 1 through the end of February. If the gym is not owned by the diocese/parish/school, a “Certificate of Insurance” is needed and can be obtained by contacting sports@diopitt.org with a copy of the contract/lease agreement. Teams are responsible for benches, scorer’s table, clock, and scoreboard (table-top/flip scoreboard is acceptable) along with the necessary volunteers.

5. Recruit players that will make up your team roster (i.e. Forms B and C). Twelve (12) to fifteen (15) players is the suggested number needed for one team.

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

7. Secure funding, plan fundraisers, and find sponsors to assist with uniforms, entry/league fee, equipment, referees, etc. Consider whether you need an individual player registration fee. Fees for referees will be announced at the Pre-season Meeting.

8. Purchase basic equipment including practice balls, PIAA approved game ball (e.g. Spalding TF-1000 ZK PRO or Nike Evolution), scorebook, etc. In addition, uniforms need to be selected and must include team’s name, home color and road white jersey/t-shirt with numbers on the front and back. Acceptable numbers include 0, 1, 2, 3, 4, 5, 10, 11, 12, 13, 14, 15, 20, 21, 22, 23, 24, 25, 30, 31, 32, 33, 34, 35, 40, 41, 42, 43, 44, 45, 50, 52, 53, 54, or 55.

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

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

[www.diopitt.org/cyosports](http://www.diopitt.org/cyosports)