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Dear NWBA Member,

We extend to you our warmest welcome to the National Wheelchair Basketball Association as a 2019-20 NWBA registered team. We are honored to have you and your team as a part of our organization. We thank you for your continued support and loyalty for what we do and stand for as the oldest and largest disable sports organization.

The NWBA was founded in 1948 on the premises of providing qualified individuals the tools needed to learn, play and compete in wheelchair basketball across the United States and the world. Today the NWBA has roughly 3,000 members and 225 teams on an annual basis.

Everyday we strive to lead and inspire our members in order to win on and off the court. Thank you for believing in our leadership, guidance and overall development. We wish you the best of luck and welcome you aboard to an organization that is truly life changing. Let myself or our leaders know if there is anything at all we can do for you.

Thank you,

Tim Fox
President
Board Of Directors

Roles of The NWBA Board of Directors
The NWBA Board of Directors shall represent the interests of the wheelchair basketball community for the NWBA and its athletes by providing the NWBA with policy, guidance and strategic direction. The Board shall oversee the management of the NWBA affairs, and the Executive Director shall oversee the day-to-day management of the NWBA. Visit [http://www.nwba.org/bod](http://www.nwba.org/bod) for more information on the NWBA Board of Directors.

Tin Fox
President

Stephanie Wheeler
Member

Ryan Martin
Vice President

Doug Arambula
Member

Mike Godsey
Treasurer

Lee Montgomery
Member

Bruce Fischbach
Secretary

Dan Ferreria
Member

Sarah Castle
Member

Steve Serio
Member – athlete representative
Divisional Leadership

The Division Executive Committees provide leadership and oversight to operations for each division of play in the NWBA. Please feel free to contact your divisional leadership with questions or matters related to your team’s division of play.

**Junior Division Commissioner: Mike Bauler**
Junior Division Executive Committee: [https://www.nwba.org/juniordivisionec](https://www.nwba.org/juniordivisionec)

**Adult Division Commissioner: Buddy Barnes**
Adult Division Executive Committee: [https://www.nwba.org/adultdivisionec](https://www.nwba.org/adultdivisionec)

**Women’s Division Commissioner: Junior Rodriguez**
Women’s Division Executive Committee: [https://www.nwba.org/womensec](https://www.nwba.org/womensec)

**Intercollegiate Commissioner: Jon Buford**
Intercollegiate Executive Committee: [https://www.nwba.org/intercollegiatecontactinfo](https://www.nwba.org/intercollegiatecontactinfo)

The following is links to the Conference Leadership for the Junior and Adult Divisions.

To view the Junior Division Conference Leadership, click here: [https://www.nwba.org/juniorconferences](https://www.nwba.org/juniorconferences)

To view the Adult Division Conference Leadership, click here: [https://www.nwba.org/adultconferences](https://www.nwba.org/adultconferences)
Governance

**NWBA Bylaws**
The NWBA Bylaws are an outline of the organization rules that are approved and distributed by the NWBA Board of Directors. Available by visiting [http://www.nwba.org/bylaws](http://www.nwba.org/bylaws) or clicking on the link below.

**NWBA Policies & Procedures**
The NWBA Policies & Procedures provide an overview of the policies and procedures. Available by visiting [http://www.nwba.org/policiesprocedures](http://www.nwba.org/policiesprocedures) or click on the link below.

**Division Guidelines**
The NWBA Division Guidelines are guidelines set for specific operations for each division of play within the NWBA. The Division Guidelines are set by delegates of a division and approved by the Executive Committee of each division. Available by visiting [http://www.nwba.org/divisionguidelines](http://www.nwba.org/divisionguidelines).
Membership

Thank you for your interest in becoming a member of the NWBA family! Our members are currently comprised of teams, their staff, and players as well as volunteer leaders such as Division Commissioners and Conference Commissioners.

Team Members Category
Team Members are any group of individuals organized as a team or club for the purpose of playing wheelchair basketball.

Click the link below for more information on types of membership with the NWBA
https://www.nwba.org/typesofmembership

Updated Dues Structure
The NWBA Board of Directors adopted a new multi-year membership dues structure through the 2023-24 NWBA season. Below is a table on the long-term NWBA Membership Dues Structure.

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Season Checklist

- Complete Team Registration
- Submit a Request for Certificate of Insurance Application for Practice Location
- Complete Consideration of Eligibility
- Complete Player Transfer Request
- Review Division Guidelines
- Complete Individual Registration
  - Complete Junior Division Forms for Each Athlete prior to Registering
    - Athletes 17 years old or older
      - High School Verification Form – Annual Update Required
    - Only New Athletes (did not participate in 2018-19 season; one-time submission)
      - Junior Minimum Disability Form
      - Birth Certificate
- Complete NWBA Level I Coaches Certification – Coaches (Head Coach required)
- Complete SafeSport Certification – All members 18 years of age or older
- Complete Team Reviewer Certification – Team Reviewer
- Review & Verify Roster
- Review and Attend NWBA Calendar for Sanctioned Events
- Receive Approval Signatures and Submit Complete Classification Roster
Registration Dates

Registration Dates
Team Registration
• Opens at 4:00 p.m. MST on Monday, July 15
• Closes at 11:59 p.m. MST on Tuesday, September 10

Late Team Registration
• Opens at 12:00 a.m. MST on Wednesday, September 11

Registration Fees
Team Registration - $600.00 per team
Late Team Registration - $800.00 per team

All new teams (non returning teams from the 2018-19 NWBA season) are eligible to register at the team registration fee of $600 at anytime. Teams should keep in mind the post-season eligibility criteria (information to be posted soon) for their respective division of play.

Click Link Below to Complete the 2019-2020 Team Registration
Division & Conference Dues

Divisions and Conferences in the NWBA have established dues for its operations. The NWBA does not determine the dues set by a Division and/or Conference. These funds are held in reserve for use by the Division or Conference. To streamline the registration process for teams the NWBA will collect dues during Team Registration.

**Adult Division**
Division III Dues - $50.00 per team

**Conferences**
Arkansas Valley $0
Carolina $0
Eastern $0
Florida $200.00
Gulf Coast $0
Mid-American $100.00
Midwest $150.00
Southern California $150.00
Independent Team - No Conference Affiliate $0

**Junior Division**
Division Dues - $75.00 per team

**Conferences**
Midwest - $75.00 per team

**Women's Division**
Division Dues - $0 per team

**Intercollegiate Division**
Division Dues - $1,000 per team
Payment of Team Registration dues may be collected during registration. To make payment by check you must contact the NWBA (brandonmcbeain@nwba.org) prior to completing an entry for 2019-20 Team Registration. Credit card payments for team dues processed online will include an online processing fees of (3.15% + $1.50) per payment. **All team dues must be paid in full by Tuesday, October 1st.** In consideration of these online processing fees NWBA leadership has frozen all individual membership fees.

Teams who have completed their Team Registration and paid team dues in full during the registration period of July 15 – August 15 will be eligible to win one of the following prize packet giveaways: Ten winners will be selected at random. **The prize packs that will be awarded are listed below.**

**Prize Package #1 – Quantity 2**
- Six Molten Basketballs
- Pair of Spinergy Wheels

**Prize Package #2 – Quantity 2**
- Four Molten Basketballs

**Prize Package #3 - Quantity 6**
- Two Molten Basketballs
Team Forms

Adult Division II & III Roster Form
Adult Division II and Division III teams must complete a Roster Form Registration for the review and approval of the Adult Division Executive Committee. The Adult Division Executive Committee will review and confirm rosters for all teams requesting to participate in Adult Division II & III for the 2018-19 season. Teams must complete Team Registration prior to submitting an Adult Division II & III Roster Form.

- Adult Division III teams should submit a Roster Form Registration by Thursday, August 15.
- Adult Division II teams should submit a Roster Form Registration by Thursday, August 15.

Click Link Below to Complete an Adult Division II & III Roster Form
https://www.nwba.org/adultrosterform

Certificate of Insurance
All NWBA registered members, individual/team/affiliate, are eligible for insurance coverage. Insurance coverage is necessary for practice location, fundraising events and competition (games/tournaments). Although request can typically be turned around within a few days, please allow 5-7 business days for processing.

Click Link Below to Complete Request for Certificate of Insurance Application

NWBA Incident & Injury Form
Please complete the following form if an incident and/or injury occurs at an NWBA practice, event or competition. Please return completed forms to Brandon McBeain at brandonmcbeain@nwba.org.

Click Link Below to Complete an NWBA Incident & Injury Report Form
Individual Forms

Consideration of Eligibility
Please ensure you have reviewed and completed the necessary information and processes for player eligibility with the NWBA. This information and processes should be completed PRIOR to completing Athlete Registration. Please visit http://www.nwba.org/playereligibility for more information on player eligibility.

Click the link below to Complete an Application Consideration for Player Eligibility
https://nwba.sportngin.com/register/form/986286941?_ga=2.89383963.1025427326.1501441177-29898949.1487632067

Player Transfer
An Application for Player Transfer is required for any player considering playing on a different team than the one they played on last season. You must complete this application to submit Player Transfer Request, no other forms will be considered. You will be contacted via email once your transfer has been reviewed and a decision has been made.

Please review the NWBA Policies & Procedures and Division Guidelines for more information on player transfers.

Click the link below to Complete an Application for a Player Transfer

Applications & Forms
Please visit http://www.nwba.org/applications to view information and links to various forms and applications. Subpages were created for General Apps, Event Sanction App, Junior Division Forms and Classification Forms.
Individual Forms – Junior Division

Junior Division

The forms listed below are used for operations within the Junior Division of the NWBA. These forms are needed to complete an entry for Athlete Registration. Please visit [http://www.nwba.org/juniorforms](http://www.nwba.org/juniorforms) for more information on Junior Division forms.

**High School Verification Form** – Annual Update
- Athletes 17 years old or older

**Junior Minimum Disability Form** – One-time submission
- Only new athletes (did not participate in 2018-19 season)
- Birth Certificate – One-time submission

**Prep Exemption Form** – Annual Update
- All players 13 and up (still in high school) with significant neurological (i.e. muscular dystrophy, cerebral palsy) and/or cognitive disabilities (i.e. cerebral palsy, traumatic brain injury, spina bifida with hydrocephalus/shunt malfunctions) which affect mobility, coordinated movement, strength, and endurance.
  - These athletes will be reviewed by the Junior Division Executive Committee for eligibility.
  - An athlete meeting these requirements cannot compete in any tournament in the Varsity Division.
  - At the start of their first competition, these players must be reviewed and have **Prep Exemption Consent Form** at least two coaches of opposing teams to remain in the Prep Division. At the start of the players first competition, these players must be reviewed and have consent from at least two coaches of opposing teams to remain in the Prep Division.
- Link for the Prep Exemption Consent Form: [http://assets.ngin.com/attachments/document/0109/2649/Prep_Division_-_Consent_Form.docx](http://assets.ngin.com/attachments/document/0109/2649/Prep_Division_-_Consent_Form.docx)
Classification Forms

The Team Reviewer should use the following forms to follow procedures for the classification process for their athletes and team.

**Classification Roster**
- All certified Team Reviewers must fill out a Classification Roster Form for their team. Team Reviewers must obtain approval and signatures of Team Reviewers from the first two opposing teams. A third Team Reviewer may be consulted if approval/signature is not received from one of the first Team Reviewers.
- Completed and signed Classification Rosters should be submitted to Brandon McBeain, at brandonmcbeain@nwba.org within 72 hours of approval, at such time as two Team Reviewers have agreed to the proposed classification for each player on the roster. Team Reviewers that do not submit approved rosters may be fined $200 and/or deemed ineligible for postseason play.

**Classification Worksheet**
- The Classification Worksheet can be used by team reviewers to organize their players classifications and rationales for discussion with other team reviewers or notes on why they chose a specific classification for a player.

**Classification Roster – Game Format**
- This Classification Roster – Game Format can be used to keep track of your team and opposing teams classification points during games.

All teams for all division of play must have at least one person certified as a Team Reviewer, except Prep teams in the Junior Division. There is no cost to become a team reviewer. For more information on Team Reviewer position please visit [http://www.nwba.org/teamreviewer](http://www.nwba.org/teamreviewer) or view slide on Educational & Training.
Individual Registration

Individual registration includes the following Individual Membership Categories per Article IV of the NWBA Bylaws: Athlete; Coach; Official; Classification; Team Representative; Statistician; Athletic Trainer; Team Classification Reviewer; Equipment Manager; Administrator; Volunteer; Divisional and Conference Leadership; Board Directors; Hall of Fame; and Affiliate. Individual Registration will be separated into two categories: Athlete and Non-Athlete.

*Athletes that also serve in Non-Athlete roles should complete Athlete Registration prior to Non-Athlete Registration.*

**Team Registration**
A team must complete Team Registration prior to an individual completing an Athlete or Non-Athlete Registration. Visit [http://www.nwba.org/teamregistration](http://www.nwba.org/teamregistration) for more information on Team Registration.

**Link to Complete Adult Athlete Registration:**

**Link to Complete Junior Athlete Registration:**

**Link to Complete Non-Athlete Registration:**
Concussion Safety
The National Wheelchair Basketball Association understands the severity of concussions, and is dedicated to preventing them within our organization. We have utilized the practices of the Centers for Disease Control and Prevention HEADS UP Program to help educate our members on the prevention of concussions, and what to do in the case of suspected concussions. Please visit http://www.nwba.org/concussionsafety to view more information on concussion safety.

NWBA Level I Coaches Certification
Head Coaches are required to complete the Level I Coach Certification; Assistant Coaches are encouraged to complete. Visit http://www.nwba.org/coachcertification to complete.

- Valid for two years from date of completion
- Complete no later than September 30 or within 45 days of registering

SafeSport
All Non-Athletes must successfully pass SafeSport initiative. Visit http://www.nwba.org/safesport to complete.

- Complete no later than September 30 or within 45 days of registering
- The U.S. Center for SafeSport has updated the SafeSport Code and Minor Athlete Abuse Prevention Policies (MAAPP) on April 15, 2019.
  - The new Code and MAAPP make the following individuals subject to the mandatory training requirements and jurisdiction of the outlined Code and MAAPP:
    - All members of the National Wheelchair Basketball Association that are 18 years or older
    - Individuals that are 17 years old must complete the U.S Center for SafeSport training, with parental consent, no later than their 18th birthday
  - The SafeSport Course "core" requirement is valid for one (1) year after completing it. In subsequent years, users must take a Refresher Course.

Team Classification Reviewer
Must successfully complete the Team Classification Reviewer Training & Test. Visit http://www.nwba.org/teamreviewer to complete.

- Valid for two years from date of completion
- Complete no later than September 30 or within 45 days of registering
iScout – App Live Scoring

iScout Basketball is the premier application for live tracking of basketball statistics. iScout is fully integrated with the NWBA website. iScout Basketball iOS app update is available in the iTunes app store for both iPad and iPhone. SportsEngine users will now be able to login with your SportsEngine accounts on the iScout app, discover games from your SportsEngine website, score games (with or without an internet connection) and upload stats back to the website as frequently as you choose to do so. See your stats at any point in the game.

Click the link below for SportsEngine User Guide for iScout
• Setting Up
• Collecting Data
• Tips
• Video Tutorials
• And More

Click the link below to Download iScout

For more questions contact iScout Support at support@iscoutsports.com
NWBA Scoring Guide

The NWBA is excited to provide NWBA sanction holders and registered teams access to input team scores on team webpage and NWBA website. To input team scores you are required to:

a) have permission to score games (granted by NWBA) and
b) be logged into www.NWBA.org.

Permission will be initially granted to the individual and profile that completed an entry for Event Sanction Application and Team Registration. Please contact the NWBA to request permission for access to team page for additional individuals.

All scores must be submitted within 24 hours of the conclusion of an event. Score input is the responsibility of an Event or Tournament Director of an NWBA sanctioned event. However, Team Representatives will have access to input and edit scores.

Please review the following options below to score a game on the NWBA website.

**Quick Score** - (Easiest, least information added - just final score)
Step 1: Log In> Select Edit Mode> Navigate to the Team Page
Step 2: Select Game Schedule> Select the Date of the Game
Step 3: Select Quick Score
Step 4: Score the Game> Select Save

**Tabluar Stat Entry** - (Full game, team and player stats. Entered after completion of game)
Step 1: Log In> Switch to Edit Mode> Navigate to the Team Page
Step 2: Select Game Schedule> Select the Date of the Game
Step 3: Select Edit Stats
Step 4: Enter Score, Scoring Plays, Team Statistics, and Player Statistics.
Step 5: Scroll to the Bottom and Select Save
Step 6: If the Game is Complete, change the Status to Final.
NWBA Scoring Guide

-continued

Live Score game through iScout Basketball – see page 17

**Exporting Scores and Stats to SportsEngine**
Once you have scored your game in iScout, you can export the score and player stats to your organization in SportsEngine.

1. Select Reports from the bottom menu
2. Select SportsEngine from the Web Site Export section
3. Select Export in the top right-hand corner

**You must be connected to the internet to export scores and stats to SportsEngine**

Click the link below for SportsEngine User Guide for Scoring and Stats

- Quick Score
- Score with Tabular Stats
- Mass Scoring
- Sports Engine Team Mobile App
- And More

For more questions contact SportsEngine Help Center by visiting:
https://sportngin.desk.com/customer/portal/emails/new

To request permission for access to team page for additional individuals email Brandon McBeain at brandonmcbeain@nwba.org.
Molten — Member Discount

Molten is the official basketball provider of the National Wheelchair Basketball Association. Please click on the links below for Molten promotional pricing offered to NWBA members.

Click the link below to view NWBA Promotional Pricing (scroll to bottom of article)

https://www.nwba.org/news_article/show/1037912
United Airlines and the NWBA are now in partnership for all NWBA Sanctioned events. This agreement provides discounted flights for athletes, staff, organization/club members and their families, who want to attend sanctioned events. This deal is exclusive for NWBA members to both thank them for their support and boost participation for future NWBA events.

- 2-10% discount of flights
- Discount code: ZEK6208893

For more information, please visit: https://www.nwba.org/news_article/show/876573
Important Reminders

1. Only athletes and coaches listed on the team webpage on the NWBA website are registered members of the NWBA and may be listed on an active roster.

2. Only NWBA registered athletes may participate in competition.

3. Only NWBA registered coaches and team representatives can sit on the bench of a team during competition. Registration status is dependent on completing necessary training and certifications.

4. Only games played at NWBA Sanctioned events will be considered as official NWBA games and part of team’s seasonal records.

5. Only games played between NWBA registered teams count towards NWBA standings and records.

6. Please make sure to complete an entry and review guidelines for the Event Sanction Application for all NWBA competition.