



2008 DIVISION I FOOTBALL CHAMPIONSHIP HANDBOOK

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Table of Contents

Introduction	5
General Administration	7
Dates and Sites.....	7
Sports Committee.....	7
Regional Advisory Committees.....	9
Annual Forms.....	10
Determination of Competing Institutions	11
Championship Structure.....	11
Championship Selection.....	11
Automatic Qualifiers.....	12
Automatic Qualification Criteria/Process.....	12
Pairings.....	13
Semifinal Determination Procedure.....	13
Instructions to Participants	14
Access.....	14
Audio Coverage (Radio and Internet).....	14
Awards.....	14
Balls.....	14
Banquets.....	15
Cheerleaders, Mascots, Bands and Banners.....	15
Crowd Control.....	15
Drug Testing.....	16
Event Merchandise - Policies.....	16
Event Merchandise - Pre-Order.....	18
Fan Giveaways.....	18
Field Communication Phones.....	18
Game Time.....	19
Halftime.....	19
Home Team—Championship Game.....	19
Home Team Environment.....	19
Information for Prospective Participants.....	20
Instant Replay.....	20
Lodging.....	21
Logos.....	22
Media Arrangements.....	22
Meetings.....	24

News, Media, Press Conferences and Satellite Feeds.....	24
Official Traveling Party.....	25
Officials.....	25
Per Diem Exception.....	26
Practice Schedule.....	26
Programs.....	27
Publicity and Promotion.....	29
Radio.....	30
Rules.....	30
Scouting of Opponents/Videotape Exchange.....	30
Sideline Personnel.....	30
Squad Size.....	30
Starting Times.....	31
Statistics.....	31
Strobe Lights.....	31
Team Benches.....	32
Television.....	32
Tickets.....	32
Tied Games.....	33
Transportation.....	33
Twenty-Five-Second Clock.....	33
Uniforms.....	33
Videotapes, Films and Still Photographs.....	33
Web sites/Internet.....	34
Appendix A	36
Appendix C	38
Appendix D	40
Appendix E	41
Appendix F	44
Appendix G	46
Appendix H	47

Introduction

During the 2008-09 academic year, the Association will sponsor 88 national championships, of which 41 are for men, 44 are for women, and three are for both men and women. Among the men's championships, three are National Collegiate Championships, 13 are Division I championships, 12 are Division II championships and 13 are Division III championships. Among the women's championships, four are National Collegiate Championships, 13 are Division I championships, 13 are Division II championships and 14 are Division III championships. The combined men's and women's championships are National Collegiate Championships.

A championships handbook is produced for each NCAA championship and posted on the NCAA Online Web site (www.ncaa.org).

How to Use This Publication. The handbook is divided into four sections: (1) General Administration; (2) Determination of Competing Institutions; (3) Instructions to Participants; and (4) General Championship Information. The first three sections pertain only to the respective sport, while the fourth deals with NCAA policies applicable to all 88 championships. [Note: Some policies listed in the general section have been revised by individual sports committees. The revision(s) will appear in the sport-specific section of the handbook.]

Each topic included in the handbook is referenced to other applicable areas in the handbook or in the NCAA Manuals, where appropriate. For example, if you wish to know about regional advisory committees, the basic information for that particular sport would be included in an appendix. However, as referenced under the heading "Regional Advisory Committees," more information concerning general NCAA policy governing regional advisory committees can be found later in the handbook and in the NCAA Manuals.



THE NATIONAL COLLEGIATE ATHLETIC ASSOCIATION

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www.ncaa.org
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Division I Football Championship Information

Important Dates

October 29—Championship information and forms mailed from NCAA national office to prospective championship participants.

November 14—Prospective host institutions return proposed budget to national office.

November 23—Final selections and announcement of bracket during televised announcement at approximately 7 p.m. (Eastern time) on ESPNU.

November 29—First-round games.

December 6—Quarterfinal games.

December 12 and 13—Semifinal games.

December 19—Championship game, W. Max Finley Stadium/Davenport Field, Chattanooga, Tennessee.

Press Conference Schedule

(All times Eastern)

Date	Time	Type	Site	Featured Speaker(s)
Dec. 18	3 p.m.	Live	Chattanooga, Tennessee	Championship game coaches/players
Dec. 19	Postgame	Live	Chattanooga, Tennessee	Championship game coaches/players

General Administration

Dates and Sites

[Reference: Site Selection in the Division I General Section and Bylaw 31.1.3 in the NCAA Manual.]

2008 Championship

First Round—November 29 at on-campus sites

Quarterfinals—December 6 at on-campus sites

Semifinals—December 12 and 13 at on-campus sites

Final—December 19 at W. Max Finley Stadium/Davenport Field, Chattanooga, Tennessee

Site Determination. With regard to first-round, quarterfinal and semifinal sites, in addition to the criteria listed in Bylaw 31.1.3, the NCAA Division I Football Committee shall consider the following additional criteria when selecting playoff sites:

- a. Prospective host institutions must submit the following minimum financial guarantees, which shall be 75 percent of the estimated net receipts as submitted on the proposed budget:
 - First round—\$30,000
 - Quarterfinal—\$40,000
 - Semifinal—\$50,000
- b. If the minimum financial guarantees are met, the committee will award the playoff sites to the top four seeded teams.
- c. When determining host institutions for playoff games when both teams are unseeded, criteria shall apply as follows: (1) quality of facility, (2) revenue potential plus estimated net receipts, (3) attendance history and potential, (4) team's performance (e.g., conference place finish, head-to-head results and number of Division I opponents), and (5) student-athlete well-being (e.g., travel, missed class time).
- d. If a quarterfinal or semifinal playoff site is not available due to the fact the institutions involved did not submit a proposed budget, the committee will contact the institutions and offer the opportunity to submit a bid at the current round's minimum financial guarantee level. If seeded teams are not involved, the committee will determine the host institutions by applying the championship site-selection criteria in Bylaw 31.1.3.2.1.
- e. If no institution is willing to submit a proposed budget at the current level, the previous round's minimum financial guarantee will be offered. If seeded teams are not involved, the committee will determine the host institutions by applying the championship site-selection criteria in Bylaw 31.1.3.2.1.
- f. The committee will consider previous crowd-control measures and crowd behavior of the prospective host institution.

Sports Committee

[Reference: Administration and Management in the Division I General Section and Bylaws 31.1.1 and 31.1.2 in the NCAA Manual.]

The Division I Football Championship is under the control, direction and supervision of the NCAA Division I Football Championship Committee. Current members of the committee are:

Central

Mark Sandy - Dir. of Athletics
Eastern Kentucky University
Richmond, Kentucky 40475
859/622-2120

Tim Van Alstine - Dir. of Athletics
Western Illinois University
Macomb, Illinois 61455
309/298-1106

East

Charles Jones - Dir. of Athletics
Central Connecticut State University
New Britain, Connecticut 06050
860/832-3038

Bruce McCutcheon - Dir. of Athletics
Lafayette College
Easton, Pennsylvania 18042
610/330-5470

John McCutcheon - Dir. of Athletics
Univ. of Massachusetts, Amherst
Amherst, Massachusetts 01003
413/545-9652

South

Charles Cobb - Dir. of Athletics
Appalachian State University
Boone, North Carolina 28608
828/262-8200

Floyd Kerr - Dir. of Athletics
Morgan State University
Baltimore, Maryland 21251
443/885-3575

Warren Koegel - Dir. of Athletics
Coastal Carolina University
Conway, South Carolina 29526
843/349-2813

West

Richard Bernardi - Dir. of Athletics
Nicholls State University
Thibodaux, Louisiana 70310
985/448-4794

Jim O'Day - Dir. of Athletics
University of Montana
Missoula, Montana 59812
406/243-5348

For additional information about the Division I Football Championship, contact:

Administration
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Director for Baseball and Football
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Regional Advisory Committees

[Reference: Regional Advisory Committees in the Division I General Section and Bylaws 21.4.1.4 and 21.5.1.6 in the NCAA Manual.]

The following are the regional advisory committees that have been appointed in each of their respective regions to assist in the evaluation of teams throughout the season:

Central

Tim Van Alstine, Western Illinois University, chair
Phil Dane, University of Tennessee at Martin
Brian Hutchinson, Morehead State University
Mike Kelly, University of Dayton
Mark Sandy, Eastern Kentucky University
Ron Strollo, Youngstown State University

East

John McCutcheon, University of Massachusetts, Amherst, chair
Andy Alia, Northeast Confence
Charles Jones, Central Connecticut State University
Mark Hermann, Towson University
Bruce McCutcheon, Lafayette College
Frank McLaughlin, Fordham University

South

Warren Koegel, Coastal Carolina University, chair
Sam Baker, Georgia Southern University
Kelly Brooks, Southwestern Athletic Conference
Charles Cobb, Appalachian State University
Don Hill-Eley, Morgan State University
Floyd Kerr, Morgan State University
Hank Small, Charleston Southern University

West

Robert Bernardi, Nicholls State University, chair
Ken Beazer, Southern Utah University
Jerry Graybeal, Weber State University
Robert Hill, Stephen F. Austin State University
Jim O'Day, University of Montana

Annual Forms

Expense Reimbursement Form. Expense forms with instructions will be available on the NCAA Web site (<http://www.ncaa.org/wps/ncaa?ContentID=36359>). From that page, click on "Division I" under Football. Forms can be mailed to the director of athletics of each competing institution, if they are unable to be accessed via the Web site. Please contact the travel department at the national office (317/917-6222; e-mail: travel@ncaa.org) to receive hard copies of the form. Completed forms must be received at the NCAA national office within 30 days of the day of competition.

[Reference: Official Traveling Party (page 25) and Per Diem Exception (page 26) in this handbook, Per Diem and Transportation in the Division I General Section, and Bylaw 31.4.6 in the NCAA Manual.]

Proposed Budget/Financial Report Form. Institutions being considered for selection to the championship will be sent information regarding the championship selection process via e-mail on Wednesday, October 29. Institutions interested in bidding to host first-round, quarterfinal and/or semifinal competition should complete the forms and submit them online not later than Friday, November 14.

[Reference: Budgets in the Division I General Section.]

Financial Report Form. A financial report from each championship site must be submitted online to the NCAA not later than 60 days after the competition. *[Reference: Bylaw 31.4 in the NCAA Manual.]*

Determination of Competing Institutions

Championship Structure

The Division I Football Championship provides for a maximum field of 16 teams. Teams will play first-round games on the campuses of competing teams. Eight member conferences have been granted automatic qualification for the 2008 championship. The remaining eight teams will be selected at large by the Division I football championship committee.

The top four teams in the 16-team bracket for the championship will be seeded. Team pairings will be determined by geographical proximity, with the exception that teams from the same conference may not be paired in the first round.

[See Appendix A (page 36) for the championship bracket.]

Championship Selection

[Reference: Bylaws 31.01.2, 31.01.3 and 31.3 in the NCAA Manual.]

At-large teams shall be selected by the Division I football committee, assisted by four regional advisory committees that serve in an advisory capacity only.

The following principles shall apply when selecting at-large teams:

1. The committee shall select the best teams available on a national at-large basis to complete the bracket;
2. There is no limit to the number of teams the committee may select from one conference;
3. The won-lost record of a team will be scrutinized to determine a team's strength of schedule; however, less than seven Division I wins may place a team in jeopardy of not being selected;
4. The committee may give more consideration to those teams that have played all Division I opponents; and
5. If the team of a committee member is under consideration, the member may not vote for the team being considered and will not be in the room when a vote is taken.
6. For those conferences that qualify for automatic qualification but do not receive it, a guaranteed at-large position shall be awarded in any year in which its conference champion team meets all of the following conditions:
 - a. Team wins a minimum of eight Division I games during the season;
 - b. Team wins a minimum of two nonconference games against Division I teams representing a conference that has earned an automatic qualification in that year; and
 - c. Team finishes the season ranked 16 or higher in an average of the last regular-season media, coaches and/or computer polls (which will be determined by the committee on an annual basis). For 2008, the media poll will be the Sports Network Poll, the coaches poll will be the FCS Coaches poll and the computer poll will be a variation of the Gridiron Power Index – using only the following

computer rankings: The Massey Ratings, Wolfe Rankings, Ashburn Rankings, Self Rankings and the Laz Index.

[See Appendix B (page 37) for a map of the geographical regions.]

Automatic Qualifiers

[Reference: Bylaws 31.3.4 and 31.3.5 in the NCAA Manual.]

The following eight conferences have been granted automatic-qualification privileges for the 2008 championship:

- Big Sky Conference
- Colonial Athletic Association
- Mid-Eastern Athletic Conference
- Missouri Valley Football Conference
- Ohio Valley Conference
- Patriot League
- Southern Conference
- Southland Conference

Additional Football Criteria. Conferences must conduct regular-season, round-robin play among the members to determine the champion. The Division I football committee may grant exceptions to the round-robin requirement subject to approval of the NCAA Executive Committee.

Automatic Qualification Criteria/Process

The Division I Football Championship Committee will annually make the determination of which eligible conference will receive automatic qualification. The following criteria are used when determining which conferences shall receive annual automatic qualification for the NCAA Division I Football Championship:

1. Nonconference records;
2. Strength of nonconference opponents;
3. Recent postseason history; and
4. Competition against Football Bowl Subdivision opponents.

The Division I Championships/Competition Cabinet policy stipulates that for the Division I Football Championship at least 50 percent of the bracket shall be reserved for at-large selections, and no more than 50 percent of the bracket shall be available for automatic qualification of eligible conferences.

Certification of Eligibility/Availability

[Reference: Certification of Eligibility/Availability in the Division I General Section and Bylaws 3.2.4, 12, 13, 14, 15, 16 and 31.2.1.7 in the NCAA Manual.]

Only student-athletes eligible under Bylaws 12, 13, 14, 15 and 16 may compete in NCAA championships. In accordance with Bylaw 3.2.4.3, member institutions are required to certify the eligibility of their student-athletes before the beginning of each academic year and to withhold ineligible student-athletes from all intercollegiate competition. Member institutions are reminded to notify the NCAA national office before the selection date for each championship of any student-athlete who may have participated in regular-season

competition but subsequently is determined to be ineligible or unavailable for NCAA championship competition.

For the Division I Football Championship, the championship liaison must be notified before November 3.

Pairings

[Reference: Championship Structure (page 11) in this handbook and Bylaw 31.1.3 in the NCAA Manual.]

All pairings will be made by the Division I football championship committee. The following principles are applied when pairing teams:

1. The teams awarded the top four seeds are placed in the appropriate positions in the bracket (Nos. 1 and 4 in the upper half, and Nos. 2 and 3 in the lower half), and will be paired with teams that are in closest geographic proximity;
2. The remaining teams will be paired according to geographic proximity and placed in the bracket according to geographic proximity of the four pairings previously placed in the bracket.
3. Teams from the same conference will not be paired for first-round games;
4. Once the first-round pairings have been determined, there will be no adjustments to the bracket.

Semifinal Determination Procedure

The semifinal games during the 2008 Division I Football Championship will be conducted on two different days. One semifinal game will occur Friday evening, December 12, while the other will occur Saturday, December 13. The games will be broadcast nationally on ESPN2 and ESPN, respectively.

It is anticipated that the two remaining teams in the top half of the 16-team championship bracket will play Friday night, while the two remaining teams in the bottom half of the bracket will play Saturday. However, the determination of which teams play on which dates is subject to change if issues arise (e.g., host facility specifications) that necessitate a change in the best interest of the championship. The semifinal schedule will be determined by the Division I Football Championship Committee on the Sunday following the quarterfinal round.

Instructions to Participants

Access

NCAA game representatives assigned to each championship site will have NCAA-produced all-access passes (credentials) that must be honored at each site. Pass designs will be forwarded to the host prior to the event for their informational purposes.

Arrival Times at Playoff Sites

Participating institutions in first-round, quarterfinal and semifinal games shall arrive not later than the established practice time Thursday or Friday.

Teams participating in the national championship game shall arrive not later than noon Wednesday. However, the institutional representative shall arrive at the site not later than noon Tuesday.

Audio Coverage (Radio and Internet)

Please refer to the NCAA Broadcast Manual policies and guidelines that can be found at the NCAA Web site at www.ncaasports.com/broadcast.

Awards

[Reference: Awards in the Division I General Section and Bylaw 31.1.12 in the NCAA Manual.]

Team trophies and 80 individual awards will be awarded to the semifinalists and the second- and first-place teams. Participation awards will be provided to all student-athletes competing or in uniform in the preliminary rounds of the championship. These awards will be sent to the institution's director of athletics after the competition.

Balls

The Wilson F1001, F1003, F1004 and F1005 footballs are the official balls for the championship and will be used in all rounds of competition. Institutions will be allowed to choose the model of Wilson football they wish to use while on offense throughout the championship.

Wilson will make the necessary preliminary arrangements to ensure that six footballs of the correct model are shipped to each participating institution for the first, quarterfinal and semifinal rounds.

The tournament manager at both semifinal sites will receive a shipment from Wilson containing six championship logo stamped balls of the correct model for each participating semifinal institution. At the completion of the semifinal game the host tournament manager shall provide the advancing team with the six championship logo stamped balls (of the correct model) to be used at the championship in Chattanooga. Any remaining championship logo stamped balls should be returned to the NCAA. Additional championship game balls will also be available if needed at the championship site in Chattanooga.

Banquets

Banquets may be held in conjunction with the playoff competition if agreeable with both teams. If a banquet is held, both participating teams must attend. The host institution or sponsoring agency will determine whether the banquet will be open to the public.

Each finalist will receive 145 tickets for the banquet at the championship final.

Cheerleaders, Mascots, Bands and Banners

Cheerleaders and/or pompon team members, not to exceed 12 in number, plus the mascot shall be admitted, if in uniform, via the gate list furnished to the host institution by the competing institution's director of athletics; all other institutional representatives will be admitted only upon presentation of a ticket. A maximum of 12 cheerleaders and/or pompon team members, along with one cheerleader coach, shall be allowed on the field during the progress of the game. The cheerleaders shall perform within an area designated by the tournament manager.

All cheerleading squads must conform to the guidelines set by the American Association of Cheerleader Coaches and Advisors (AACCA). Neither the NCAA nor the host institution shall be responsible for supervising or monitoring routines performed by cheerleaders at championship events. Except as noted in this section, supervision of cheerleading squads and their activities, yells and stunts is solely the participating institution's responsibility. The participating institution shall ensure that the squad has sufficient training, supervision and equipment for any and all routines its squad may choose to perform. Tournament managers must inform participating institutions if the host facility has more stringent requirements. If so, the director of athletics at each institution must apprise his or her cheerleading squad of such requirements and ensure compliance.

Band members who are in uniform and performing at the championship will not be charged admission to the competition. Bands, or any component thereof, are allowed to play during timeouts, halftime, and before and after the competition. Bands are not allowed to play during the game, once the ball is spotted and the umpire backs away from the ball.

Host institutions must make space available for the visiting team band, upon request.

Crowd Control

Access to the competition area shall be limited to participating student-athletes, coaches, officials, support personnel and properly-credentialed individuals only. For the safety of participants and spectators alike, at no time before, during or after a contest shall spectators be permitted to enter the competition area. It is the responsibility of each participating institution to implement procedures to ensure compliance with this policy.

1. Game Stoppages. In the event that a large number of spectators enter the competition area (e.g., playing field, sidelines, end zone areas) during a game, the Referee should be instructed to do the following:
 - a. Get both coaches together at midfield and let them know that the game is being suspended until the sidelines were cleared of everyone not authorized to be there.
 - b. Get the officiating crew together with two or three security people.
 - c. Announce via public address system that the game is being suspended until the sidelines are cleared of all unauthorized individuals.

- d. If necessary, take the officiating crew with appropriate security personnel to a safe location.
 - e. If the sidelines are not cleared within a reasonable period of time then the Referee may declare that the game is over.
2. **Hosting Opportunities.** An institution failing to keep its spectators and other unauthorized personnel out of the competition area before, during or after a contest during any round of the championship may, as determined by the football committee, be prohibited from serving as a host for the subsequent round of championship (including the following year in which the institution participates in the championship if the incident occurs during a semifinal or final).

Drug Testing

[Reference: Drug Testing in the Division I General Section and Bylaws 18.4.1.5 and 31.2.3 in the NCAA Manual.]

Student-athletes who compete in this championship may be subjected to drug tests in accordance with Bylaws 18.4.1.5 and 31.2.3, and may be determined to be ineligible as a result thereof. Only student-athletes who have consented in writing to such testing are initially eligible for this championship; and thereafter, student-athletes who are tested shall remain eligible only if they test negative.

Drug Testing Statement: NCAA championships committees, following a recommendation from the NCAA drug-testing subcommittee, have discontinued the practice of announcing whether drug testing will be conducted at NCAA championship events. Although knowing prior to competition whether NCAA drug testing was to occur had value for reasons of convenience, it left open the possibility that student-athletes might be tempted to use banned substances if they knew that NCAA testing was not being conducted at the site of competition. Therefore, all coaches and student-athletes should presume that NCAA drug testing will occur at this championship event. Please inform your student-athletes that in the event they are notified of their selection for drug testing, the student-athlete must inform an official representative of your institution (e.g., coach, athletic trainer) before proceeding to the drug-testing site. Student-athletes will be reminded by the courier to contact their team representative.

Event Merchandise - Policies

1. The NCAA retains the exclusive right to sell souvenir products at all rounds and sites of the 88 National Collegiate Championships; host institutions/conferences and sponsoring agencies for all NCAA championships are required to sell items provided by the official NCAA event souvenir merchandiser.
2. The official NCAA event souvenir merchandiser is Event 1, Inc., a subsidiary of GEAR for Sports, Inc. They may be reached through Jared Hunt, Event 1, jhunt@gearforsports.com, 9700 Commerce Parkway, Lenexa, KS 66219, 913/693-2108, 913-693-2654. (fax).
3. Event 1, Inc. will enter into an agreement with the official vendor of the host institution/conference or sponsoring agency, and will supply merchandise and inventory reconciliation forms to the official vendor. The official vendor of the host institution/conference or sponsoring agency at the site of the championship(s) is responsible for complete retail vending accountability, including full responsibility for inventory.

When the requirements listed below are met, the host institution/conference will receive a 20 percent commission fee for providing these services. The 20 percent commission fee will be from net sales, which is defined as gross sales minus taxes and credit card fees. The following is a list of the requirements that must be met to qualify for the 20 percent commission fee:

- a. Inventory accounting upon arrival of merchandise from Event 1, Inc.
 - b. Immediate notification (within 24 hours of receipt) to Event 1, Inc. of any discrepancies in initial inventory counts. Non-notification will represent host or vendor acceptance of initial inventory provided by Event 1, Inc.
 - c. Total management, control, and accountability of the merchandise. If goods are lost, stolen or damaged, those goods are the responsibility of the host institution/conference or vendor.
 - d. At the conclusion of the event, everything sent must be returned to Event 1 with in two days of the conclusion of the event.
 - e. An appropriate number of selling locations and sellers throughout the facility in order to meet the demands of the projected crowds.
 - f. Selling locations that are well displayed and fully stocked prior to the public's access to them.
 - g. Strict adherence to the merchandising and display standards as outlined below:
 - Merchandise made available for sale at all times during the event.
 - Each item neatly displayed with correct prices clearly marked.
 - Neatly dressed personnel that are customer-oriented.
 - Skirted tables for display and checkout.
 - Display boards and grids.
 - Selling locations located in high traffic and easily located locations.
 - Keeping selling areas clean and neat at all times.
 - Re-stocking of back-up inventory in a fast and efficient manner.
 - Calling Event 1, Inc. to request re-orders should sales warrant.
 - h. A complete inventory accounting of all merchandise sold with a final inventory count and merchandising report supplied to Event 1, Inc. no later than 24 hours after the conclusion of the event.
 - i. Total gross sales revenues and a final copy of the inventory report must be sent to Event 1, Inc. within 7 business days of the conclusion of the event.
 - j. The remaining inventory forwarded to Event 1, Inc. or the next event site as determined by Event 1, Inc. within 2 days of the conclusion of the event.
- Having met each of the above requirements, Event 1, Inc. will pay to the host institution/conference, sponsoring agency or its assigned vendor, a commission equal to 20% of sales net of taxes and credit card service fees. The host institutions will keep commissions earned and the remaining money owed to Event 1 must be sent within 7 days of the conclusion of the event.
4. The host institution/conference may not sell or allow for sale any merchandise that infringes upon the exclusive rights of Event 1, Inc.
 5. A buy-out option can be made with Event 1/NCAA when the host institution/

conference wants to sell merchandise that features the host mark or logo at the NCAA competition. This can only be done when the host institution/conference agrees to purchase the entire product that Event 1 provides. The host institution/conference will receive a 20 percent commission fee of net sales, gross sales minus credit card fees and taxes, on product supplied by Event 1. The host institution or official vendor will provide the NCAA 25 percent of sales (net of taxes and credit card service fees) of all non-NCAA championship merchandise. The quantity of NCAA merchandise available for sale shall not be less than a comparable shipment to a comparable site of the previous year's championship [NCAA Bylaw 31.6.2-(a)].

6. Should a championship site have a prior contractual relationship with vendors that cannot be waived for NCAA Championship competition, Event 1, Inc., when supplied with written proof of the contract, is required to make the vending opportunity available to the facility's vendor.
7. The host institution/conference must notify Event 1, Inc. if it has an existing contract that will prohibit Event 1, Inc. from supplying vendors for this event.

Questions relative to merchandising should be directed to Jared Hunt, Event 1, 9700 Commerce Parkway, Lenexa, KS 66219, 913/693-2108, 913/693-2654 fax, jhunt@gearforsports.com or Erika Austin, Manager of Corporate Licensing, at the national office (317/917-6222, ext. 6496) eaustin@ncaa.org.

Event Merchandise - Pre-Order

Teams selected to participate in NCAA championships will have the opportunity to preorder first-round event merchandise online through the official NCAA souvenir merchandiser, Event 1, Inc. After selections institutions will be e-mailed instructions for placing orders. All orders will be shipped directly to the institution the week after first-round competition. Questions regarding the online team ordering process may be directed to Gina Taylor at Event 1 (888/745-3058).

Fan Giveaways

Items given away to fans inside or in the immediate vicinity of the venue (e.g., hats, pom poms, newspapers) must have prior NCAA approval, for reasons of spectator safety, enjoyment and protection of NCAA corporate relationships.

Field Communication Phones

It is recommended that visiting teams use the field phones provided by the host institution, and at the minimum, three phones shall be provided—one each for the defensive and offensive coordinators, and one for the head coach to monitor both the defensive and offensive phones. Both teams shall use the same number of phones, which shall be decided during the prechampionship telephone conference. The host institution shall be responsible for all phone repairs.

It is the committee's policy that if one set of phones is not working during the game, the other phones will be disconnected until the nonworking set has been repaired. The principle is that teams shall have an equal number of phones available during the game.

When a phone becomes inoperable, the coach shall notify the referee, who then shall ensure that the opposing team uses the same number of phones. In addition, the coach shall notify

the designated game administration person on the sideline who will contact the telephone repair person. Once the phone(s) has been repaired, the sideline game administration person will notify the sideline person for the other team that the phone(s) is repaired.

Visiting teams may provide their own phones; however, they will be responsible for the installation and maintenance. Further, if the visiting team provides its own phones and they become inoperable, the home team may continue to use its phones. If the visiting team provides its phones, there will be no limit on the number of phones that can be used by each team.

A visiting team may use either the home team's phone system or its own system, but not both systems.

Game Time

The Division I Football Championship Committee has the final authority in determining the start of all games in the championship. Please note that traditional game times may need to be altered to accommodate the broadcast of a game.

Halftime

The intermission will be 20 minutes. Eighteen minutes will be allotted for the halftime entertainment, with the understanding that the field must be cleared two minutes before the start of the second half. The time clock for the 18 minutes allotted for halftime entertainment will commence when the teams leave the field. Under no circumstances will the intermission be extended for entertainment.

The sponsoring agency must reserve six minutes of the halftime entertainment time for each competing team's band. The sponsoring agency will be allowed six minutes for entertainment purposes.

If a competing team's band is not available, the time reserved for that band may be used by the sponsoring agency. The competing institutions must inform the sponsoring agency not later than noon Wednesday before the game if their bands will be available to perform during the intermission.

Home Team—Championship Game

Once the 16-team bracket has been determined, the NCAA Division I Football Championship Committee will determine by a coin flip as to whether the winner of the upper half or lower half of the bracket will be the home team for the championship game. However, if the host institution is selected to participate in the playoffs and should advance to the championship game, it will be permitted to use its normal dressing room and the home team bench area.

Home Team Environment

It is the expectation of the committee that hosts of any contest during the NCAA Division I Football Championship provide a competitive environment consistent with the significance of the championship event. The championship environment includes the participating teams, crowd, bands, cheerleaders, public address announcer, in-venue audio and video content as well as other individuals, events and elements associated with the contest. While preliminary round competition is held at campus facilities, the environment surrounding the event may

need to be notably different from regular season contests within the facility. The following are examples of expectations of the committee from the host institution in this regard:

1. **Artificial Elements.** Artificial elements (e.g., fireworks, smoke, cannons, artificial sounds/noises, video board productions) used to enhance the experience for participating teams and fans may be used by either team; however, such elements (e.g., mascots, video boards) should not be used to demean the opposing team in any manner or create an unsportsmanlike environment.
2. **Artificial Noisemakers.** Artificial noisemakers (e.g., thunder sticks, cow bells, air horns) shall not be permitted inside the venue, and such instruments shall be removed from the playing and spectator areas at the request of the NCAA game representative. Bands, or any component thereof, shall not play while the game is in progress (after either team breaks its huddle). See 2008-09 NCAA Division I General Requirements Handbook for additional information.
3. **Seating.** Host institutions shall adhere to all NCAA championship policies regarding the seating and location of home and visiting fans as well as team bands. It should be understood that the intent of such policies is to provide an atmosphere that helps limit the impact of crowd and band noise in the seating area immediately around the team bench. See other sections regarding seating within this handbook for additional information.
4. **Monitoring.** The host institution shall designate a person for each sideline to be responsible for ensuring a championship environment for both teams and ensuring that only appropriately credentialed individuals are inside the team bench areas during the contest. Further, the NCAA game representative shall be empowered to address any situation that may not be meeting the intent of expected championship environment.

Information for Prospective Participants

Information supplementing this football handbook will be mailed October 29 to the contending teams eligible for selection. Prevailing local arrangements and the responsibilities of the selected teams will be included, as will other pertinent material not included in this football handbook.

Instant Replay

Instant replay will be used at both semifinal sites and the 2008 Division I Football Championship game. Instant replay equipment will be provided to each semifinal/championship site via DVSport.

Personnel.

1. **Replay official.** The NCAA and DVSport will secure an individual to serve as replay official for the game. The NCAA will coordinate air travel, if necessary, and help secure the use of a rental car for the replay official. Rental car expenses will be direct billed to the NCAA (when using Enterprise or National). If neither Enterprise or National is available another rental car agency can be used and the rental car expenses will need to be included on the replay official's statement of expenses and paid by the host institution.

The host institution will be responsible for reimbursing the replay official for their game fee (\$750), transportation between their home and the game site in their personal automobile (\$.51 per mile, if the official did not fly) and per diem (\$45 per

day).

Once the replay official arrives on site they should complete an NCAA expense form for the expenses listed above and return it to the host institution tournament manger.

The host institution should also secure and be direct billed for lodging for this individual for up to two nights.

The host institution should reflect these expenses on their financial report after the event as Unbudgetted Disbursements.

2. **DVSport staff.** Two representatives from DVSport will be on-site to manage the technical aspects of the instant replay equipment and work with the replay official in the preplay booth during the game as the communicator and technician. These individuals will be responsible for all of their personal expenses (lodging, meals, transportation, etc.). However, the host institution will be responsible for assisting the DVSport personnel in securing hotel lodging during their stay (two to three nights).
3. **Sideline assistant.** The host institution will secure someone locally to serve as the sideline assistant. The sideline assistant assists the replay officials in communicating with the on-field officials for the review and discussion of plays, when necessary. The sideline assistant should be paid a \$100 fee for their service, which should be paid by the host institution. Once the sideline assistant arrives on site they should complete an NCAA expense form for their game fee and return it to the host institution tournament manger.

The host institution should reflect these expenses on their financial report after the event as Unbudgetted Disbursements.

Space and Power Requirements.

Dedicated "private" space in the press box or suite level to accommodate no less than four people is required. This "private" space should contain the following:

1. An unobstructed view of the playing field.
2. Adequate counter space (at least 10 feet long and two feet deep) in the front of the box.
3. At least two dedicated power sources with a minimum of four power outlets.
4. Enough power to accommodate a power consumption of 520 Watts/110 Volts = 4.73 amps.
5. Separated from any other activity (media, fans, etc.).

A representative from DV Sports will be present at the mandatory pregame meeting to answer any questions.

Lodging

The host institution or sponsoring agency shall make local reservations for the competing teams and advise them of the arrangements. Each competing institution is obligated to confirm or cancel the accommodations. Tentative hotel arrangements have been made for the finalists.

An institution is not obligated to stay at the designated property; however, it is responsible for canceling its reservations and then securing its own accommodations.

Logos

An institution's official uniform and all other items of apparel (e.g., socks, headbands, wristbands, visors or hats, and towels) that are worn by student-athletes in competition may bear only a single manufacturer's or distributor's normal trademark, not to exceed 2-1/4 square inches, including any additional material (e.g., patch) surrounding the normal trademark or logo. The logo or trademark must be contained within a four-sided geometrical figure (i.e., rectangle, square, parallelogram).

In addition, an institution's official uniform cannot bear a design element similar to the manufacturer's that is in addition to another logo or that is contrary to the size restriction.

A student-athlete representing an institution in intercollegiate competition is limited to wearing apparel items that include only the logo (not to exceed 2 1/4 square inches) of an apparel manufacturer or distributor. The student-athlete may not wear any apparel that identifies any entity other than the student-athlete's institution.

The logo restriction on student-athletes' apparel set forth in Bylaw 12.5.4 shall apply during NCAA championships to all personnel (e.g., coaches, trainers, managers) who are on the team bench for practices and games or who participate in news conferences. Please note that those contracts between institutions and apparel manufacturers or distributors that include logo specifications may be honored, provided such contracts were in effect before August 11, 1998. Also, the logo restriction on student-athletes' apparel set forth in Bylaw 12.5.4 shall apply to commercial logos on uniforms worn by band members, cheerleaders, dance team members and the institution's mascot during NCAA championships events.

These restrictions apply to all apparel worn by student-athletes during the conduct of competition, which includes any pregame or postgame activities.

This bylaw will be strictly enforced at all NCAA championships, and the names of individuals and institutions that are not in compliance with this bylaw shall be forwarded to the NCAA enforcement staff.

Media Arrangements

Press Credential Criteria. A "press agency" for purposes of these press criteria shall mean an authorized representative of a single daily, weekly or monthly publication, cable system, radio or television station, or network. More than one representative per "press agency" may be authorized by the media coordinator.

Subject to limitations of space, media credentials shall be assigned in accordance with the following priorities:

1. Two individuals, certified by the director of athletics and/or sports information director of each participating institution, who will represent all campus-related publications and departments.
2. A press agency in the geographical area and/or locale of a participating institution that has staffed its games on a regular basis throughout the season.
3. The designated representative of a national television network, cable system, or radio network, or a radio station that originates a daily "sports talk" program, and daily circulation newspapers that do not otherwise meet the aforementioned criteria.
4. Space permitting, representatives of other weekly, specialty or college newspapers of the host or participating teams, or magazines, telephone reporting services, AM/FM

radio or public/commercial television stations.

NCAA policy prohibits the issuance of press credentials to representatives of any organization that regularly publishes or otherwise promotes the advertising of "tout sheets" or "tip sheets" or other advertising designed to encourage gambling on collegiate sports events.

Photography Credentials. Sports editors or directors shall request all photography credentials. Subject to limitations of space, photography credentials to the championship shall be assigned in accordance with the following priorities:

1. One photographer, certified by the director of athletics and/or the sports information director of each participating institution, who will represent all campus-related publications and departments.
2. A press agency or television station from the locale of a participating institution that regularly has staffed its games throughout the season.
3. An individual or crew designated by a national television network or cable system that originates daily sports news programs.

Any photographer approved to work on the field must secure a proper credential from the media coordinator.

Photographers working on the sidelines are restricted to behind the "limit lines" all around the playing field. No photographers are permitted in the "team areas," which are behind the limit lines between the 25-yard lines. No media personnel or their equipment shall be in the team areas, and no media personnel may communicate in any way with persons in the team areas. Photographers may not place tripods on or beside the playing field nor attach strobes to goal posts.

Interview Policies. Interviews will be conducted before and after all championship games. [See the press conference schedule under Important Dates (page 6).]

All coaches and student-athletes will be available for interviews.

After any game, selected student-athletes may be required to register for drug testing. Student-athletes cannot delay drug-testing registration unless requested to grant a short interview (not to exceed four minutes) by the television entity that has purchased rights to the contest. After the drug-testing registration procedure, each student-athlete will be available for interviews for up to one hour before he must report to the drug-testing facility. No interviews may take place with the student-athletes during the 10-minute cooling-off period or during registration for drug testing.

The coach shall designate a minimum of two starters to report to the interview area immediately after the dressing room opens. The media coordinator also may request the coach to include additional student-athletes to join the group in the interview room should the student-athletes' performance merit it.

The media coordination representative shall escort the sports information director, the coach and a minimum of two starting student-athletes to the interview area after the 10-minute cooling-off period.

All dressing rooms shall be open to the media after the 10-minute cooling-off period, which begins when the coach enters the dressing room immediately after the game. The coach must proceed directly to the dressing room after the game unless requested to remain for a short television interview (not to exceed four minutes). The dressing room shall be

open to the media for up to one hour after the 10-minute cooling-off period has expired.

The pre-championship press conference format specifies that the visiting team coach and student-athletes be scheduled in the interview room before the home team coach and student-athletes. The interviews with the visiting team coach and student-athletes generally will not exceed 20 minutes. The visiting team shall be interviewed first during postgame press conferences in the preliminary rounds. During the championship game, however, the postgame press conference format will be such that the losing team coach and student-athletes will be interviewed first, followed by the winning team coach and student-athletes.

Regardless of any personal regular-season radio and/or television contracts, the coach first is obligated to the entire press staffing the championship and must report to the interview room immediately after the 10-minute cooling-off period expires. The coach cannot delay a postgame interview with the covering press to conduct a program for a single newspaper, radio or television reporter unless requested to grant a short television interview (not to exceed four minutes) by the entity that has purchased rights. After fulfilling this commitment to the press staffing the championship game, the coach may participate in special interviews.

Coaches shall not become available to selected media representatives before the conclusion of the 10-minute cooling-off period. They may, however, report immediately to the interview room and make themselves available to all media representatives staffing the championship. Should a coach permit one media representative to enter the dressing room before the 10-minute cooling-off period has expired, the dressing room shall be open to all other media representatives desiring access to the area.

Microphones. The placement of microphones on a team coach, in team huddles, or in the team areas is prohibited at all NCAA championships.

Meetings

[Reference: Misconduct in the Division I General Section and Bylaws 31.02.3 and 31.1.10 in the NCAA Manual.]

A meeting of the head coaches, directors of athletics, athletic trainers and sports information directors of the competing teams, with the game officials and representatives from the sponsoring agency, the Division I football championship committee and the NCAA national office, will be held the night before the first-round, quarterfinal and semifinal games, and at a predetermined time for the final championship game. The pregame meeting will include information on the provisions of Bylaw 31.1.10, which prescribes conditions under which a student-athlete or representative of an institution may be disqualified from further participation in the championship(s) for reasons of misconduct. It is mandatory that all representatives as specified above attend the meeting to review all game arrangements. It is recommended that the meeting be conducted at 7 p.m. and be held before any social reception. No alcoholic beverages are to be provided during the meeting.

News, Media, Press Conferences and Satellite Feeds

Please refer to the NCAA Broadcast Manual policies and guidelines that can be found at the NCAA Web site at www.ncaa.com/broadcast.

Official Traveling Party

[Reference: Per Diem and Transportation in the Division I General Section.]

Transportation expenses and a \$120 per diem will be provided for each member of the official traveling party. The size of the official traveling party is 130 persons for the first-round, quarterfinal and semifinal contests, and 145 persons for the championship game, including a maximum of 60 student-athletes in uniform for preliminary round games and 70 student-athletes in uniform for the championship game.

Officials

Travel/Per Diem. Travel expenses for the officials will be paid according to the actual mode of transportation, not to exceed jet coach air fare or 51 cents per mile, but not including terminal or other local transportation. Officials who receive approval for air transportation must make flight arrangements through the NCAA travel service, Short's Travel Management, 866/821-8547.

Hotel expenses (excluding incidentals) for officials required to stay overnight at the championship site shall be paid by the host institution and later reimbursed by the NCAA. Officials will receive a \$45 per diem for meals and incidentals for each day of the championship, beginning with the day of arrival and ending with the day of departure. Officials not required to remain overnight at the site also shall receive a per diem of \$45.

Policies. A sports committee or games committee may not require membership in any specific officials' association as a prerequisite for selection to officiate in an NCAA meet or tournament. Officials shall be selected and assigned by the sports committee or games committee, which shall ensure that officials adhere to the Association's policies relating to gambling activities and drug and alcohol use. Furthermore, officials must conduct themselves in a manner befitting intercollegiate athletics. Failure to do so may result in termination of the officiating assignment.

The seven game officials for all games will be selected by the Division I football championship committee from Division I Football Championship Subdivision conferences. The committee will use the following criteria when assigning officials: (1) Officials must be neutral, unless both teams are from the same conference; (2) proximity of officials to the playoff site; and (3) frequency of assignments. The officials will receive \$450 each per game, plus travel expenses, including air transportation, if necessary.

Officials Selection Criteria. Before championship selections, conferences must submit a roster of their top two officiating crews. Crews will be selected to work various rounds of the championship based on the following criteria:

1. Only officiating crews from the eight automatic conferences will be considered to work a game during any round of the championship.
2. Only the top two officiating crews, as designated by each conference, will be considered to work a game during the preliminary rounds of the championship.
3. Only the top officiating crew, as designated by each conference, will be considered to work the championship game.
4. For rounds of championship competition during which instant replay will be used (e.g., semifinals, championship game), a Referee's experience with instant replay will be considered by the committee in determining officiating crew assignments.

Assignments for the championship game will be rotated among conferences annually, however, the committee will determine each year which conference's officials will work the championship game.

If the game is to be televised, a television timeout coordinator will be selected and reimbursed by the televising network. If requested the NCAA may provide suggested personnel to the televising network.

The official clock operator should be appointed by the host institution for each playoff game.

The officials are requested to coordinate their local travel arrangements at the site of the competition with each other and the host institution to avoid additional expenses.

Officials are not permitted to consume alcoholic beverages en route to the championship game.

Officials Championship Expense Reimbursement. The NCAA and Short's Travel Management will be responsible for scheduling and direct billing air travel expenses for the game officials. They will also arrange and direct bill rental car expenses via Enterprise Rent-a-Car or National Rental Car. If Enterprise or National are not available, another rental car agency may be used and the host institution will be responsible for reimbursing the official of that amount.

The host institution will be responsible for all other official expenses, which include game fee (\$450), per diem (\$45 per day), transportation between their home and the game site in their personal automobile (\$.51 per mile, only if the official did not fly) and any rental car charges from a rental agency other than Enterprise or National. The host institution should also secure and be direct billed for the lodging for all seven game officials.

Once the game officials arrive on site they should complete an NCAA expense form for their expenses and return it to the host institution tournament manager.

The host institution should reflect these expenses on their financial report after the event as Unbudgeted Disbursements.

See the Instant Replay section of this handbook regarding the selection and reimbursement of instant replay officials.

Per Diem Exception

[Reference: Per Diem in the Division I General Section.]

For the Division I Football Championship, the Executive Committee has granted an exception to the per-diem policy for championship finalists. Both teams may arrive at the site of the championship game two days before the game.

Practice Schedule

When requested, the host institution or sponsoring agency shall make practice facilities available.

The committee representative, after consultation with the competing coaches, shall establish practice locations and schedules. As a general rule, a limited workout may be conducted on the field of competition the day before the game, unless it is determined by the NCAA representative that such a workout could damage the field.

The second practice session at the site of the championship final must be an open session, and the student-athletes and coaches must be available for interviews one-half hour before or after the practice. The press should be informed when the interviews will be conducted. Participating teams must receive approval from the NCAA to cancel or change the location

of team practices.

Programs

IMG College will be responsible for all program production including layout and design, advertising, printing, vending and distribution to the championship sites. No competing publications, whether sold or free of charge, are permitted at NCAA events without prior permission of the NCAA and IMG College. The championship host should not include expenses or revenues for programs in the championship budget and/or financial report. All program contents are subject to NCAA approval.

Advertising. Each program will include NCAA corporate champion and partner advertising. Additionally, programs may include non-competing national advertisements as well as local advertisements. All advertisements must follow NCAA advertising guidelines and are subject to NCAA approval. If your school would like to sell advertising into the official program or you know of an individual who would like to serve as a local advertising representative, please contact Doug Iler (502/459-4346; doug.iler@imgworld.com) for information regarding rates, availability and deadlines.

Editorial. If you are interested in the specific content of the program you will receive, please contact Marianne Stoess (859/226-4549; marianne.stoess@imgworld.com).

Generally, programs include the following:

1. Participant information - IMG College will request information, including rosters, schedule/results, photos, school quick facts and logos. If your team is eligible for postseason selection, please send all materials that are requested by the date requested. Programs print on the day selections for the championship are announced. If materials are not on file, your school's information will not be included. IMG College will attempt to provide proofs for SID approval when time permits. If you are not sure what/when materials are needed, please contact Ms. Stoess at IMG College
2. Programs for predetermined sites will include information on the host institution, host city and/or host facility. In addition, some programs provide complimentary advertising space. IMG College will contact via e-mail the tournament manager and sports information contacts, as listed on the key contact sheets submitted to the NCAA, with the specifics of what items are needed and when those items are due. Host institution pages are subject to NCAA approval.
3. Event-specific historical information, including past champions, records, all-tournament teams and/or the previous year's recap.
4. Information on the NCAA, including the sport committee.
5. Feature stories - Not all programs include event/sport-specific features. However, if you have an idea for a feature story, please submit it to Ms. Stoess at IMG College.

Program Supplements and Update Sheets. Host institutions for single-day/session championship rounds may choose to supplement the program with additional information (e.g., updated statistics or updated game notes) pertaining to the event at its site that day. The cost of producing these supplements will be covered by the host institution and will not be expensed to the NCAA or IMG College, the content must be approved by IMG College prior to the event and the supplements must be distributed inside and as a part of the program. The cost of the program cannot be raised as a result of the supplement. Once all programs have been sold, these supplements may be given away or sold at the discretion of

the host institution, with all potential revenue for such remaining with the host institution. No advertising of any kind may be sold or placed on the supplements. If supplements are distributed, following the conclusion of the championship event please mail two samples of each supplement to Marianne Stoess (IMG College, 904 North Broadway, Lexington, KY 40505, ATTN: Marianne Stoess).

For championships that have multiple sessions, matches, events or days, host institutions may choose or be required by the NCAA to produce update sheets (e.g., heat sheets, lane assignments, pairings). IMG College will contact hosts of those championships in advance of their events to discuss projected quantities and the paper on which update sheets should be printed. The cost of producing the update sheets will be covered by the host institution and not be expensed to the NCAA or IMG College. The first update sheet of the event should be distributed inside and as a part of the program. Subsequent update sheets complement the program and are to be redeemed only with a coupon from the program. The cost of the program cannot be raised as a result of the update sheet. Once all programs have been sold, update sheets may be given away or sold at the discretion of the host institution, with all potential revenue for such remaining with the host institution. No advertising of any kind may be sold or placed on the update sheets. If update sheets are distributed, following the conclusion of the championship event please mail two samples of each update sheet to Ms. Stoess (IMG College, 904 North Broadway, Lexington, Kentucky 40505, ATTN: Marianne Stoess).

If a host institution would like to supplement the program with additional information, or has a question about the update sheets, please contact Matt Briggs at IMG College (859/226-4556; matthew.briggs@imgworld.com).

Program Sales

1. Predetermined sites: Will be contacted at least two weeks prior to the event. If you have not been contacted within two weeks of your championship, please contact Matt Briggs (859/226-4556; matthew.briggs@imgworld.com). You will receive your vending agreement (contract) and settlement statement prior to the championship.
2. Non-predetermined sites: Once sites are announced, IMG World determines how many programs will be sent to each site and will contact the site. Your vending agreement (contract) and settlement statement will be e-mailed within one day of your site being selected.
3. Distribution of programs: Programs will be shipped to the host institution at least one day prior to the event when possible. If your shipping information is different than that on the contract please contact Mr. Briggs at IMG World immediately.
4. Display of programs: Any posters/banners included with the programs should be hung in a visible location to promote awareness for the programs without obstructing other championship signage.
5. Collections
 - a. Contracts
 - 1) Upon site selections, all contracts are e-mailed to each site representative.
 - 2) A dedicated fax number will be assigned for receiving all signed contracts back to IMG College (859/226-4575).
 - 3) A IMG College representative will track the return of all signed vending

- contracts to IMG College.
- b. Settlement Reports
 - 1) Three days after the conclusion of the event, all settlement reports must be faxed to IMG College (859/226-4575).
 - 2) The vendor will have two weeks to submit payment to IMG College.
 - 3) An IMG College representative will be assigned to track the receipt of all vending settlement reports and payments.
 - 4) If payment and/or settlement have not been received within the two-week period, IMG College will include the site/championship on its “No Pay” list sent to the NCAA.
 - 5) Do not combine settlement statements for separate rounds/events or combine program settlements with Event 1 merchandise.
 - 6) Please include the event number on the check that is sent.

Please contact Matt Briggs (859/226-4556; matthew.briggs@imgworld.com) at IMG College with any vending-related questions.

Publicity and Promotion

[Reference: Media Arrangements (page 22) in this handbook.]

As the season progresses, institutions desiring to participate in the championship and whose records would indicate that they are under consideration for selection, should send promotional material to the NCAA national office and to members of the regional advisory committees (page 9). Included should be an up-to-date roster, cumulative statistics, news releases, brochures and feature material on outstanding student-athletes.

Not later than the Monday before the competition at a site, each participant’s sports information director shall send the host media coordinator a list that includes the names of media representatives from the institution’s geographical area who will staff the event and those individuals requiring hotel rooms. The NCAA will provide a standardized form to each sports information director. A copy of the completed form shall be provided to the media coordinator of that championship session.

Semifinals. On the day before the semifinal games, sports information directors representing the remaining teams shall compile a list of local/area media representatives who have staffed each of the participant’s NCAA postseason games. The sports information directors shall e-mail J.D. Hamilton, media coordinator, at jhamilton@ncaa.org to identify those individuals eligible for credential certification and to coordinate all local/area media hotel requests for the championship game.

Final. The sports information director for each team advancing to the national final shall meet with Mr. Hamilton the Thursday before the national final to discuss responsibilities and the media obligations of the institution’s coach and student-athletes, and to meet with network television personnel.

Radio

Please refer to the NCAA Broadcast Manual policies and guidelines that can be found at the NCAA Web site at www.ncaa.com/broadcast.

Rules

[Reference: Bylaw 31.1.6 in the NCAA Manual.]

Per NCAA Bylaw 31.1.6, member institutions shall conduct all intercollegiate competition in accordance with the playing rules of the Association in all sports for which the NCAA develops playing rules. For those sports in which the Association follows rules that are developed by other governing bodies and modified by the governing sports committee, the adopted playing rules shall be used. The governing sports committee will not consider any results for selection purposes that are not played in accordance with NCAA rules, or those rules adopted by an outside organization.

NCAA Football Rules and Interpretations will be followed. Questions regarding the interpretation of rules should be addressed to Rogers Redding, secretary-rules editor, NCAA Football Rules Committee, Southeastern Conference, 2201 Richard Arrington Boulevard North, Birmingham, Alabama 35203 (205/458-3000).

Scouting of Opponents/Videotape Exchange

All exchanged videotapes will be complete and provide a “wide-angle” view of all 22 student-athletes. Videotapes of any playoff game in the championship may be exchanged. The teams shall exchange videotapes of all games played during the current season for scouting purposes. Videotapes exchanged must be obtained only from the two competing institutions.

No professional scouts shall be allowed in the press box, and no complimentary tickets are to be issued to professional football scouts.

Sideline Personnel

Not more than 30 sideline passes per team shall be provided. Only the participants, coaches and those individuals in a working capacity who have performed these duties throughout the regular season shall be allowed on the sidelines. Coaches who will be in the press box during the game shall be included in the allotment of 30 sideline passes.

Squad Size

[Reference: Bylaw 31.1.5 in the NCAA Manual.]

Participating teams are limited to a maximum number of 60 student-athletes in uniform (70 student-athletes for the championship game). Replacements are permitted up to the starting time of the game; after the game begins, no replacements shall be permitted for any reason. An institution that is advised it is in violation of this regulation and does not conform promptly to it automatically shall forfeit the competition. There shall be no inordinate delay of the competition to allow the institution to conform to the rule. A roster form, to be provided by the NCAA national office, shall list the 60 student-athletes (70 for the championship game) and shall be submitted to the NCAA representative during the precompetition meeting.

Starting Times

Starting times shall be established by the host institution, subject to approval of the NCAA.

If lights are not available, it is suggested that no game shall start later than 12:35 p.m. local time and must start not later than 1 p.m. local time.

Tentative ESPN broadcast schedule:

November 29	NOON ET	ESPNU
December 6	NOON ET	ESPN360/ESPN Syndication
December 6	2:00 PM ET	ESPN360/ESPN Syndication
December 6	3:30 PM ET	ESPN360/ESPN Syndication
December 6	7:00 PM ET	ESPN360/ESPN Syndication
December 12	8:00 PM ET	ESPN2 HD
December 13	4:00 PM ET	ESPN HD
December 19	8:00 PM ET	ESPN2 HD

Statistics

Each participant’s sports information director shall update team and individual statistics after each game, and the statistics shall be reproduced and distributed at the first scheduled press conference before the team’s next competition in the championship.

Strobe Lights

A maximum of three sets of strobe lights may be installed at an indoor stadium, on approval of the Division I football championship committee representatives, for media agencies requiring immediate news coverage under the following priorities:

1. The Associated Press, Reuters and the NCAA. If all agencies request strobe lighting, they shall pool one set.
2. Sports Illustrated.
3. A single pool unit for all other media agencies, installed and administered by USA Today. If USA Today does not use a strobe, the NCAA media coordinator shall coordinate the activity.
4. Should Sports Illustrated, AP, Reuters and USA Today not install strobes, the strobes shall be administered and pooled at the discretion of the NCAA media coordinator.

No single agency may install more than one set of strobes at a site, regardless of the number of units that will be used.

The pool strobe unit is not available to photographers who have been assigned feature profiles for current or future publications (e.g., a photograph of a student-athlete, coach or fan; any book on the sport, the championship, or a student-athlete, coach or fan; or a magazine desiring photographs for the next season’s preview).

Any installed strobe unit may not exceed four clusters of strobe lights producing a maximum of 3,200 watt-seconds at any championship site. All strobes must flash at a duration less than 1/2,000th of a second.

All hanging or installed strobes must be placed as close to the playing surface as possible, depending on the physical structure of the indoor stadium, near the corners of the playing surface. All strobes must be installed and tested at the site 24 hours before the start of the event during which the strobes will be used. The Division I football championship committee

representative(s) will grant final approval relative to the installation of strobes.

If the physical structure of a facility prevents a media agency from meeting these specifications, the agency may petition the Division I football championship committee for an exception. This written request and explanation must be submitted to the committee at least two weeks before the event.

No other strobes, including hand-carried units, are permitted in the facility, and no strobe or any other photography equipment may be placed on, or be attached to, a goal standard.

Team Benches

For all playoff contests, the visiting team's bench (between the 25-yard lines) shall not be placed in front of the home team's student section or band, unless there is a track around the playing field (or the equivalent distance between the team's bench and seating area). If the visiting team's bench is near the home team's student section, that student-section must begin at least 10 rows back from the front row of the seating area.

Television

Please refer to the NCAA Broadcast Manual policies and guidelines that can be found at the NCAA Web site at <http://www.ncaa.com/championshiphub/default.aspx?id=78152>.

Institutions that wish to broadcast their own institutional public service announcements (PSAs) during nationally televised NCAA championship events must purchase advertising time from the network at its own expense. The NCAA agreements with ESPN and CBS College Network do not allow for "comp" or free PSA time for participating institutions. It is recommended that institutions contact ESPN or CBS College Network the Monday before their contest by 9 a.m. Eastern time to determine the availability of commercial inventory. For ESPN contact Marty Sinicola (860/766-4007; marty.sinicola@espn.com) and for CBS College Network contact Mike Jaquet (212/342-8775; mjaquet@cbs.com).

Tickets

[Reference: Tickets in the Division I General Section and Bylaw 31.1.13 in the NCAA Manual.]

An allotment of tickets will be reserved for the competing institutions. Each competing institution will have access to 500 tickets. Not less than half of the tickets should be located between the 30-yard lines unless undue hardship is caused to season ticket holders, which must be indicated on the ticket manifest. Host institutions must reserve seats behind their opponent's bench for visiting spectators that shall be located somewhere between the 30-yard lines. Further, the seats allocated for the visiting spectators shall start with the lowest possible row to ensure that no home team spectators are located in front of the visiting spectators. See the "Team Benches" section above for additional information.

The host institution or sponsoring agency will retain 250 of the 500 tickets, and the competing institutions will be advised that they are available, if needed. Additional tickets may be purchased, but the seat locations will not be guaranteed.

Each institution shall return all money and unsold tickets, and inform the host institution or sponsoring agency of the number it will require from the 250 tickets being retained, not later than 6 p.m. Thursday before the game. If the tickets are not returned to the host institution or sponsoring agency by this time, the institution shall be responsible for all unreturned tickets at face value. Once the competing institutions release the tickets being

retained, the host institution or sponsoring agency will use them for public sale.

The minimum ticket prices shall be \$10 for reserved seating and \$6 for general admission. A \$5 student general admission ticket, with student identification card, is permissible for grade school, high-school and college students for first-round, quarterfinal and semifinal games. All playoff tickets, however, shall not be less than the regular-season ticket prices of the host institution.

Ticket details for the championship game is included in the participants manual.

Tied Games

If the score of a game is tied after four quarters of play, the NCAA tiebreaker shall be used and administered by the chair of the committee or a designated representative.

[See Appendix E (pages 41-43) for an explanation of the tiebreaker procedure.]

Transportation

Please refer to NCAA travel policies for all information regarding transportation and per diem expenses. Travel policies can be found online at www.ncaa.org/financial/travelforms.html and in the Division I General Section championship handbook.

Twenty-Five-Second Clock

Host institutions for all playoff contests must provide 25-second clocks.

Uniforms

[Reference: Bylaw 12.5.4 in the NCAA Manual.]

The host institution team will be the home team and will wear dark jerseys in the first-round, quarterfinal and semifinal contests. The visiting team will wear white jerseys. At the final, the home team will be decided by a coin flip. In all cases, the visiting team will be introduced first and will take the field first.

The logo restriction on student-athletes' apparel set forth in Bylaw 12.5.4 shall apply during NCAA championships to all personnel (e.g., coaches, trainers, managers) who are in the team area for practices and games, or who participate in news conferences. Please note that those contracts between institutions and apparel manufacturers or distributors that include logo specifications may be honored, provided such contracts were in effect before August 11, 1998. Also, the logo restriction on student-athletes' apparel set forth in Bylaw 12.5.4 shall apply to commercial logos on uniforms worn by band members, cheerleaders, dance team members and the institution's mascot during NCAA championships events.

Videotapes, Films and Still Photographs

[Reference: Bylaw 31.6.4.3 in the NCAA Manual.]

Institutions are permitted to videotape championship competition by their teams or their individual student-athletes for archival, coaching or instructional purposes. Each institution is permitted to use two cameras and may videotape only the portion of the playoffs in which it participates. The videotapes may not be used for any commercial purposes. An institutional representative shall contact the event coordinator at the host site to arrange for camera space.

Each participating team is permitted to staff its respective games with a single camera crew (videotape or film). In addition, each institution may designate one videographer to be present during competition for purposes of capturing video of the institutions participation in the event for the sole use of the institution (i.e., not to be released for commercial purposes). The location and operations of the videographer shall be determined by the NCAA and the football championship committee.

If a participating institution chooses not to film or videotape its own game, it may make other arrangements with the host institution or competing teams.

News Film. Please refer to the NCAA Broadcast Manual policies and guidelines that can be found on the NCAA Web site at www.ncaa.com/broadcast.

Web sites/Internet

Please refer to the NCAA Broadcast Manual policies and guidelines that can be found at the NCAA Web site at www.ncaa.com/broadcast.

Appendix A



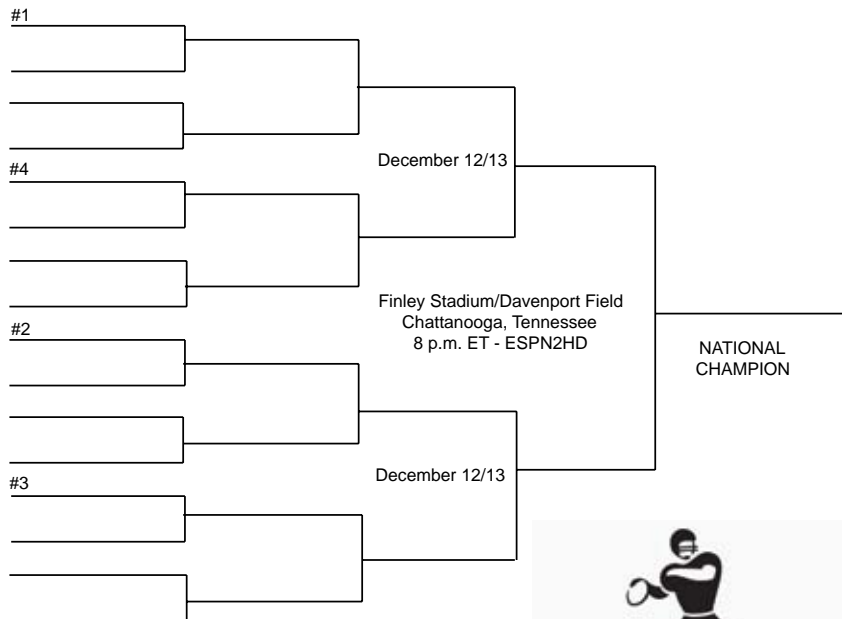
2008 NCAA Division I Football Championship

First Round
November 29
On campus

Quarterfinals
December 6
On campus

Semifinals
December 12 or 13
On campus

Final
December 19
Chattanooga, Tennessee

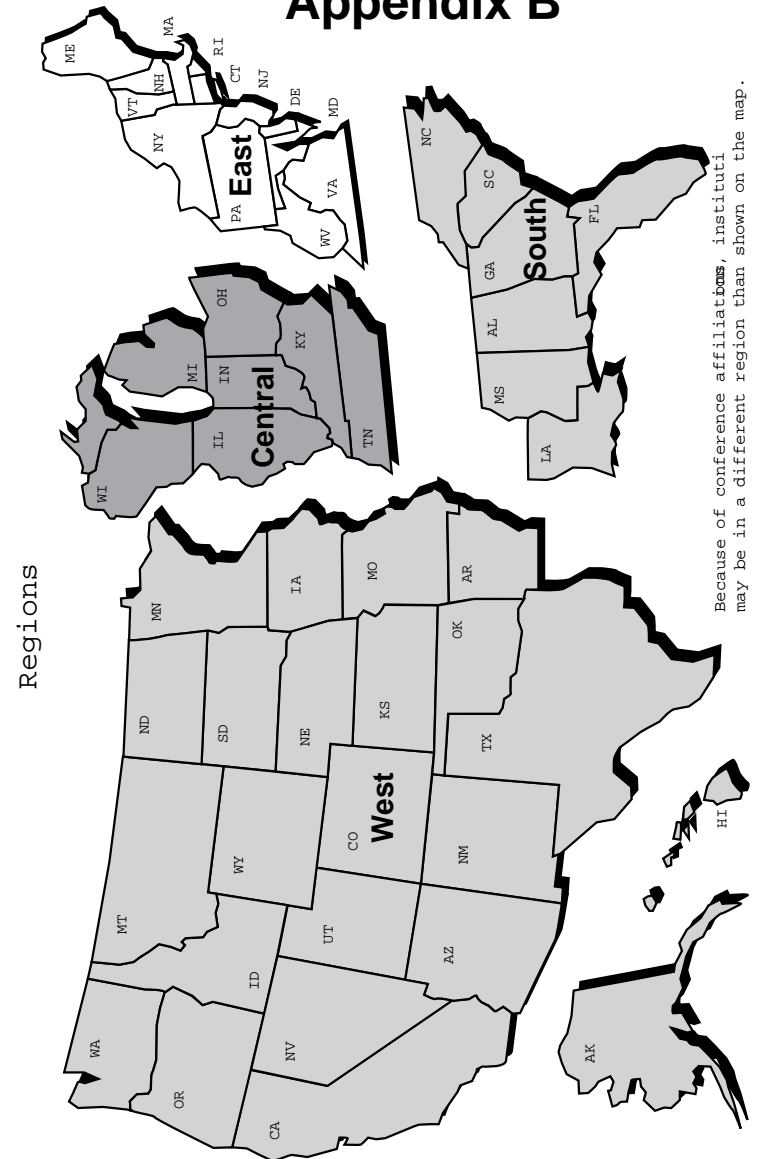


*Denotes host institution.

ESPN Gameplan QF telecasts will also be syndicated on numerous television outlets.

Refer to www.NCAAsports.com/broadcast for more information.

Appendix B



Because of conference affiliations, institutions may be in a different region than shown on the map.

Appendix C

Automatic Qualifying Conferences

BIG SKY CONFERENCE

California State University, Sacramento	Northern Arizona University
Eastern Washington University	University of Northern Colorado
Idaho State University	Portland State University
University of Montana	Weber State University
Montana State University-Bozeman	

COLONIAL ATHLETIC ASSOCIATION

University of Delaware	Northeastern University
Hofstra University	University of Rhode Island
James Madison University	University of Richmond
University of Maine, Orono	Towson University
University of Massachusetts, Amherst	Villanova University
University of New Hampshire	College of William and Mary

MID-EASTERN ATHLETIC CONFERENCE

Bethune-Cookman College	Morgan State University
Delaware State University	Norfolk State University
Florida A&M University	North Carolina A&T State University
Hampton University	South Carolina State University
Howard University	

MISSOURI VALLEY FOOTBALL CONFERENCE

Illinois State University	South Dakota State University
Indiana State University	Southern Illinois University at Carbondale
Missouri State University	Western Illinois University
North Dakota State University	Youngstown State University
University of Northern Iowa	

OHIO VALLEY CONFERENCE

Austin Peay State University	Southeast Missouri State University
Eastern Illinois University	University of Tennessee at Martin
Eastern Kentucky University	Tennessee State University
Jacksonville State University	Tennessee Technological University
Murray State University	

PATRIOT LEAGUE

Bucknell University	College of the Holy Cross
Colgate University	Lafayette College
Fordham University	Lehigh University
Georgetown University	

SOUTHERN CONFERENCE

Appalachian State University	Samford University
The Citadel	University of Tennessee at Chattanooga
Elon University	Western Carolina University
Furman University	Wofford College
Georgia Southern University	

SOUTHLAND CONFERENCE

McNeese State University	Southeastern Louisiana University
Nicholls State University	Stephen F. Austin State University
Northwestern State University	Texas State University - San Marcos
Sam Houston State University	

Appendix D

At-Large Institutions

CENTRAL REGION

Butler University	Jacksonville University
Campbell University	Morehead State University
Davidson College	University of San Diego
University of Dayton	Valparaiso University
Drake University	

EAST REGION

State University of New York at Albany	Marist College
Brown University	Monmouth University
Central Connecticut State University	University of Pennsylvania
Columbia University	Princeton University
Cornell University	Robert Morris University
Dartmouth College	Sacred Heart University
Duquesne University	St. Francis University (Pennsylvania)
Harvard University	Wagner College
Iona College	Yale University

SOUTH REGION

Alabama A&M University	Liberty University
Alabama State University	Mississippi Valley State University
Alcorn State University	Prairie View A&M University
University of Arkansas, Pine Bluff	Savannah State University
Charleston Southern University	Southern University, Baton Rouge
Coastal Carolina University	Stony Brook University
Gardner-Webb University	Texas Southern University
Grambling State University	Virginia Military Institute
Jackson State University	

WEST REGION

California Polytechnic State University	Southern Utah University
University of California, Davis	

Appendix E

Tiebreaker Procedure

Following is the NCAA tiebreaker system to be used when a game is tied after four periods. These rules consist only of exceptions, with examples, to the regular-period rules.

- Immediately after the conclusion of the fourth quarter, officials will instruct both teams to retire to their respective team areas. The officials will assemble at the 50-yard line and review the tiebreaker procedures.
- The officials will escort the captains to the center of the field for the coin toss. The winner of the toss shall choose one of the following options:
 - Offense or defense, with the offense at the opponent's 25-yard line to start the first series.
 - Which end of the field shall be used for both series of that overtime period.

Note: The winner of the toss may not defer his choice.

- The loser of the toss shall exercise the remaining option for the first extra period and shall have the first choice of the two options for subsequent even-numbered extra periods.
- Extra periods: An extra period shall consist of two series with each team putting the ball in play by a snap on or between the inbounds lines on the designated 25-yard line, which becomes the opponent's 25-yard line. The snap shall be from midway between the inbounds lines on the 25-yard line, unless a different position on or between the inbounds lines is selected before the ready-for-play signal. After the ready-for-play signal, the ball may be relocated after a charged team timeout, unless preceded by a Team A foul or offsetting penalties.
- Team series: Each team retains the ball during a series until it scores or fails to make a first down. The ball remains alive after a change of team possession until it is declared dead. However, Team A may not have a first and 10 if it again possesses the ball after a change of team possession.

Team A and B designations are the same as defined in Rule 2-27-1 of NCAA Football Rules and Interpretations.

EXAMPLES:

- After each team has put the ball in play by snap at the beginning of its series, the score is tied or there has been no score. RULING: Begin the second extra period with the loser of the toss at the beginning of the first extra period having the choice of the two options.
- Other than on the try, Team B intercepts a pass or fumble for a touchdown or recovers a fumble or a backward pass and scores a touchdown. RULING: Period and game are ended, and Team B is the winner.
- During the first series of a period, Team B intercepts a pass or fumble or recovers a fumble or a backward pass and does not score a touchdown. RULING: Team A series ended and Team B, which becomes Team A, starts its series of that period.
- During the first series of a period, Team A attempts a field goal and the kick is blocked. Team A recovers the kick, which never was beyond the neutral zone, and

runs for a touchdown. RULING: Six points for Team A, and Team B begins its series of the period after the try.

5. Team A attempts a field goal and the kick is blocked. Team A recovers the kick, which never was beyond the neutral zone, and runs for a first down. RULING: Team A's ball, first and 10.
 6. Team A attempts a field goal on first, second or third down, and the kick is blocked. Team A recovers the kick, which never crossed the neutral zone, and does not gain a first down. RULING: Team A's ball, next down.
 7. Team A attempts a field goal and the kick is blocked. Team B recovers the kick and runs it into Team A's end zone. RULING: Touchdown, game is ended.
 8. During the first series of a period, Team B—after gaining possession—loses possession to Team A, which scores a touchdown. RULING: The score counts, and Team B begins its series of the period after the try.
 9. During the first series of a period, Team B—after gaining possession—loses possession to Team A, which fails to score a touchdown. RULING: Team A series is ended, and Team B begins its series of that period.
 10. During the first series of a period, Team A fumbles into Team B's end zone on second down of a series. Team B recovers and downs the ball in its end zone. RULING: Team A series of that period is ended. Team B series of the period begins.
 11. During the first series of a period, B10 intercepts a forward pass on his three-yard line and downs the ball in his end zone (no momentum involved). RULING: Score two points for Team A. Team A's series is over. Team B will put the ball in play, first and 10 on the 25-yard line at the same end of the field.
 12. Team A's field-goal attempt is untouched beyond the neutral zone until it is muffed by B17 at the five-yard line. A75 recovers at the three-yard line. RULING: First down for Team A at the three-yard line.
- f. Scoring: The team scoring the greater number of points during the regulation and extra periods shall be declared the winner. There shall be an equal number of series, as defined in (e) above, in each extra period, except if Team B scores during a period other than on the try. Beginning with the third extra period, teams scoring a touchdown must attempt a two-point try. A one-point try by Team A (although not illegal) will not score a point.

EXAMPLES:

1. On the first possession of a period, Team A scores a touchdown. On the try, Team B intercepts a pass and returns it for a two-point touchdown. RULING: Team B is awarded the ball on the 25-yard line to start its series of the period with the overtime score 6-2.
 2. If a touchdown is scored that determines the winning team in an extra period, the try is canceled.
- g. Fouls after Team B possession:
1. Distance penalties by either team are declined by rule in extra periods (Exceptions: Dead-ball fouls and live-ball fouls penalized as dead-ball fouls).
 2. Scores by fouling teams are canceled.

3. If there are offsetting fouls, whether one or both occur after Team B possession, the down is not replayed.

EXAMPLES:

1. After the end of the first series of a period by Team A, Team B commits a dead-ball foul. RULING: Team B starts its series on the 40-yard line, first and 10.
 2. During the first series of a period, Team A passes and a Team A back is illegally in motion during the down. The pass is intercepted, and Team B commits a foul before scoring a touchdown. RULING: Score not allowed. The series is ended, and Team B begins its series on the 25-yard line.
 3. During the second series of a period, Team B intercepts a pass and runs for a touchdown. During the run, Team B clips at midfield. RULING: Nullify the score, and if the score is tied, the next period will start with first and 10 at the 25-yard line.
- h. Timeouts: Each team shall be allowed one timeout for each extra period. Timeouts not used during the regulation periods may not be carried over into the extra period(s). Unused extra-period timeouts may not be carried over to other extra periods. Timeouts between periods shall be charged to the succeeding period.

Appendix F

Checklist

This is a checklist for conference calls between two competing teams' directors of athletics, coaches and sports information directors and NCAA national office and football committee representatives.

1. Date and time.
2. Footballs.
3. Uniforms.
4. Sports information directors' arrival at game site.
5. Agreement and explanation on the exchange of in-season film. All exchange films will be complete films. Teams shall exchange film of all games played during the current season.
6. Filming of game.
7. Will institutions bring their bands for halftime performance?
8. Roster—each institution should submit a completed roster form listing 60 squad members at the pregame meeting.
9. A list with the names of the 30 individuals receiving sideline passes due at the pregame meeting.
10. Arranging for lodging (at the expense of the team).
11. Arranging for transportation to and from practice and game (at the expense of the team).
12. Establishing practice schedule and coordinating with scheduled activities sponsored by the sponsoring agency or host institution.
13. Press box arrangements. Equal number of field communication phones, space for coaches, duplicating machines, etc.
14. Medical service and assistance available. (Refer to Medical Arrangements in Division I General Section.)
15. Explain squad size, limitation, per diem, etc.
16. Warm-up area.
17. Ball boys/girls for both teams must be secured by the host team.
18. Review tiebreaker procedure (refer to handbook).
19. Review tentative transportation plans (bus, charter, etc.).
20. Press party and/or special activities for teams (time, site, etc.).
21. Arrangements for VIPs and name of official institution representative at game.
22. Note that the handbook states no complimentary tickets will be issued. Review arrangements and number of tickets available for competing teams.
23. Remind teams that expense forms must be presented to the NCAA.
24. No television under any circumstances without approval from the NCAA office.
25. Radio rights are established and can be determined by calling the NCAA national

office. Find out if either team has a radio station covering the game.

26. Arrange for any promotional request by the game management such as coaches on radio, television, etc.
27. Adhere to all NCAA policies regarding signage, advertising and promotions before and during the game.
28. A script of all in-game events/announcements, if used, must be provided to the NCAA representative at the pregame meeting.
29. Host institutions or sponsoring agencies are encouraged to extend the utmost courtesy to the competing teams. Remind institutions of the misconduct statement, which will be reviewed at the pregame meeting, and the crowd control policy.
30. Host for ensuing game will be announced after the game.

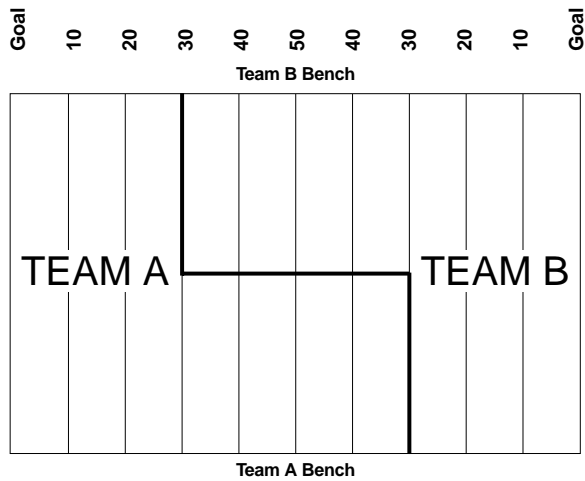
Appendix G

Pregame Schedule Example

- 10:30 a.m. Field available for teams.
- 11:00 a.m. Officials' meeting with timer, ball persons and chain gang.
- 11:45 a.m. Teams leave field.
- 11:45 a.m. Pregame activities begin.
 - a. Bands.
 - b. National anthem.
- 11:55 a.m. Officials notify teams in locker rooms.
- 11:57 a.m. Actual coin toss.
- 11:58 a.m. Introduction of players.
- Noon Kickoff.

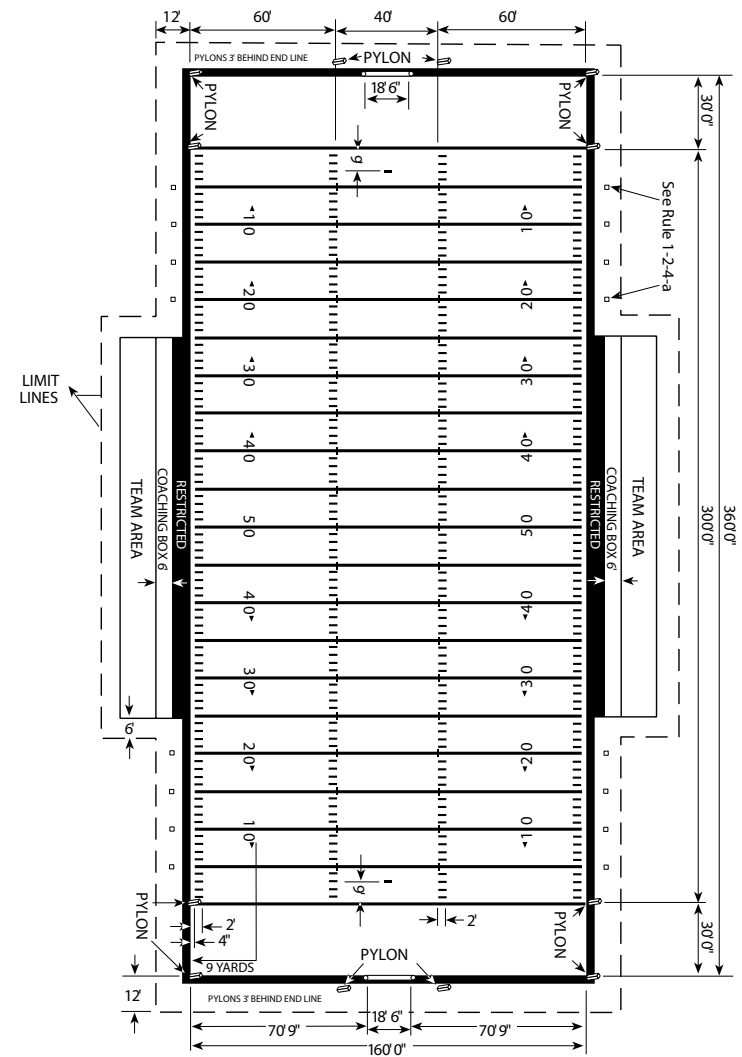
It is understood this schedule could be modified to accommodate television or special activities associated with the game.

Pregame Warm-Up Areas

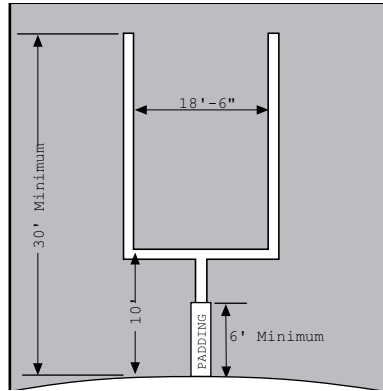


Appendix H

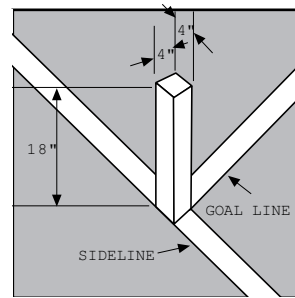
DIAGRAM OF FIELD



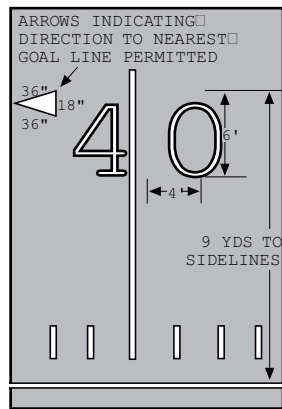
FIELD DIAGRAM DETAILS



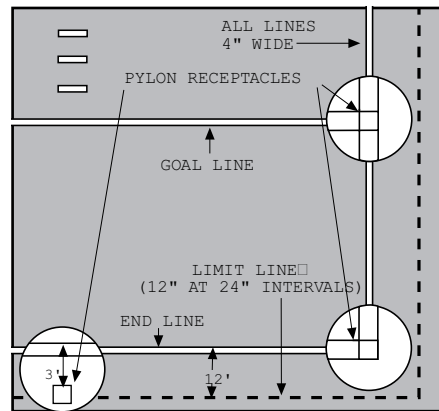
GOAL POST DETAIL



PYLON DETAIL



RECOMMENDED YARD-LINE NUMBERING



END ZONE DETAIL