

MEMORANDUM FOR

LEAGUE COORDINATORS (LC)

UNIT LEVEL INTRAMURAL COACHES & PLAYERS

SUBJECT: Fort Liberty Sports Program, 2025 Commanders Cup Intramural Basketball League/Tournament

1. Reference Army Regulation 215-1, Military Morale, Welfare, and Recreation Programs and Nonappropriated Fund Instrumentalities, 22 June 2010.

2. Purpose. To provide policies and procedures to assist LCs and Unit Level Coaches/Players with the implementation of the Fort Liberty 2024 Unit Level Intramural Basketball League/Tournament.

3. General.

a. 2025 Unit Level Intramural Basketball League/Tournament schedule:

(1) Unit level (detachment, company, troop, battery) intramural basketball league play is from 20 January 2024 - 21 March 2025. Teams are required to submit a team roster to the Sports Office (bldg #190, 3725 Rock Merritt Ave., Pope Airfield), signed by their unit commander. Rosters will include the following: name, rank, unit, and team POC to include duty phone number and e-mail address. Rosters must also include a statement from the Commander or First Sergeant verifying that all Soldiers listed are assigned to the respective unit. A roster example is at enclosure 1. In order to be included on the initial schedule of games, rosters must be submitted by 24 January. Teams failing to meet this deadline will still be allowed to play; however, they will not be included on the initial schedule. Cutoff date for adding additional teams to a league will be two (2) weeks from the start date of the season (3 February 2025).

(2) Unit level intramural basketball post tournament (double elimination) will be scheduled March 10-21, 2025.

b. Player eligibility.

(1) All active-duty military personnel assigned or attached to units physically located at Fort Liberty are eligible to participate. All eligible personnel will participate with their assigned unit and must be so identified on the unit's Zero Balance Sheet.

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(2) 1-Game Player Addition Form: If a player is new to the unit or not included on the original roster, they are eligible to participate in one game. They will not be allowed to participate in any subsequent game until an updated team roster signed by the

commander is submitted. Any player that is temporarily being added to the roster via 1-Game Player Addition form will be required to produce a copy of their military orders to validate their eligibility to participate with that respective unit.

(3) If a protest results from the alleged use of an illegal player during league competition, and the protest is upheld, the offending team will forfeit the game in question. If a protest is upheld on a second eligibility offense during league competition, the team will be eliminated from further basketball competition during the 2025 season. If a protest results from the alleged use of an ineligible player during the post tournament, and the protest is upheld, the offending team will be eliminated from the tournament.

(4) For all games, team members must have their military identification (ID) card. All participants ID cards will be checked against the roster prior to every game to confirm player eligibility. Players who fail to present their military ID card will not be allowed to participate.

c. Protests.

(1) Player eligibility will be the only grounds for protests. Regarding misapplication of rules, teams will be required to follow the correctable error procedure as outlined in the rulebook.

(2) Eligibility protests must be brought to the attention of game officials and/or the site supervisor prior to the conclusion of the game in question and be annotated in the official scorebook. Game officials and/or the site supervisor will then gather pertinent data from the player or players in question (check ID card and confirm name, rank, and SSN). All eligibility protests will be reviewed and ruled upon by Morale, Welfare, and Recreation (MWR) staff.

(3) An Appellate Committee, selected by MWR staff, will adjudicate any situations requiring due process. The Appellate Committee will be comprised of program participants not directly involved with the circumstance in question. Appellate Committee decisions will be considered final.

d. A team or teams not present at the scheduled league or post tournament game time will be allowed to begin the game with four players.

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scheduled to begin, the same process will be employed; however, no penalty points will be awarded until one of the teams has the minimal number of players required. In the event a team has no players present at the scheduled game time, the site supervisor will have the authority to replace that team should there be another team available to play.

e. It is the responsibility of all units participating in the intramural sports program to provide their own medical support.

4. 2025 Unit Level Intramural Basketball League Play:

a. Unit organization. Two company level units may merge prior to the start of league play provided they are within the same brigade or major subordinate command.

b. Team rosters.

(1) In order to participate, personnel must be identified on a properly completed roster. Noncompliance will result in forfeiture of the game.

(2) Team rosters, signed by the unit commander, must be submitted to the Sports Office prior to league participation. Rosters must include the following: name, rank, unit, team POC to include duty phone number, and e-mail address. Additionally, the rosters must include a verification statement from the unit Commander (a roster example is included at encl 1). Teams will not be scheduled until their team roster has been submitted. Team rosters are not limited to 14 players; therefore, all potential players should be listed. Rosters may be updated throughout the season; however, once the post tournament begins, rosters cannot be amended. EXCEPTION: Personnel who report to Fort Bragg from another installation (following the start of the post tournament) may be added to the roster. A copy of their orders must be included as an attachment to the roster.

c. Once a player starts with a team, he/she must remain with that team during all intramural basketball competition. This requirement is also applicable for those units which field two teams. Should a team fold, players may not join another team.

d. Personnel who are assigned to a unit which will not be organizing a team in the 2025 Unit Level Intramural Basketball League/Tournament will be allowed to play with another unit. They will be required to furnish a letter of release from their commander as well as a letter of acceptance from the gaining unit's commander (letter examples are included at encl 2). These letters must be filed with the Intramural Sports Director (ISD) prior to participation. The

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cut-off date for roster additions such as these is 3 February 2024; requests submitted after this date will be disapproved. The ISD will sign and date each letter and then provide a copy of those letters to team coaches while retaining the original letters on file. PLEASE NOTE - TEAMS WILL ONLY BE ALLOWED TO ADD TWO PLAYERS WHO ARE ASSIGNED TO ANOTHER UNIT.

e. League competition will involve either a single or double round robin format. Due to field exercises and other military commitments, it must be understood that a double round robin may not be attainable for all teams. Furthermore, in order to ensure that available teams have the opportunity to continue with uninterrupted play, inter-league games or additional league games with common opponents may be scheduled. As a result, league champions and 2<sup>nd</sup> place teams will be determined by winning percentage.

(1) Only the first two games played against a common league opponent will be factored into a team's winning percentage.

(2) Inter-league games will not be factored into a team's winning percentage.

(3) To be eligible for either first or second place during regular season league play, teams must have played at least one game against each of the top four teams in the final league standings and at least 75% of the average number of games played per team.

f. Policies and procedures for cancellation and rescheduling league and pre-post level tournament games will be established by the LCs and MSC A&R personnel. However, when a game is cancelled and/or rescheduled for any reason, the LC must be notified NLT 1400 on the date the change is to take place. Units failing to notify their LC of their unavailability to play prior to 1400 on the day of the scheduled game will be required to forfeit the game.

g. Units forfeiting two games during league play will be dropped from further competition.

#### 5. 2025 Unit Level Intramural Basketball Post Tournament play.

a. Prior to tournament play, team POCs are responsible for ensuring that their most current team roster has been submitted to the ISD or a league site supervisor.

b. For any 1 tournament game, a team will be allowed 14 members including coaches. If a team has more than 14 players and/or coaches, they will be told to remove extra players from the designated team area. This requirement is due to the fact that only 14 awards are authorized for the unit level intramural basketball program.

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c. Cancellation and rescheduling of Post Tournament games.

(1) Unit POCs are responsible for submitting any dates that their team will not be available to compete (due to a military contingency which does not exceed 24 hours in duration) to the ISD NLT 1200, 9 March. For those units which comply with this deadline, every effort will be made to accommodate their military contingency when formulating the tournament schedule. After the deadline, rescheduling flexibility will be extremely limited and will require concurrence from all teams affected by any proposed rescheduling.

(2) Post level tournament games, with the exception of semifinal and championship games, not played because of military contingencies lasting longer than 24 hours will result in an automatic forfeit.

(3) For semifinal and championship games, every effort will be made to accommodate units which will be involved with a military contingency lasting longer than 24 hours.

d. Schedule of 2025 Unit Level Intramural Basketball Post Tournament Games will be published by this headquarters prior to the start of the tournament. Schedules will be disseminated to team coaches prior to COB, 8 March.

e. The top two finishers from regular season play will automatically qualify for the post tournament. Two additional teams from each league will advance to the post tournament and those teams will be determined by a modified single elimination league tournament (involving all league teams) that will immediately follow the conclusion of league play. League tournaments will be "modified" from the standpoint that league champions and 2<sup>nd</sup> place teams will not be bracketed until the tournament semi-finals.

6. Rules. NATIONAL FEDERATION OF HIGH SCHOOLS Rules NFHS (NFHS) and Interpretations and local rule amendments will govern all play. A summary of those amendments are as follows:

a. The game will consist of two 20-minute halves which will be running time except for the last 2-minutes of the second half. During the last 2-minutes of the game, the clock will operate in accordance with official rules. During running time, the clock will be stopped exclusively for officials' time-outs and team time-outs.

b. CLOCK Will not stop if a team is ahead by 20 points.

c. With 10 minutes left in the second half if a team is ahead by 25 points. The Game is over.

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d. All participants must wear Court shoes.

e. Line-ups are to be submitted to the Official Scorer 10-minutes prior to game time. Noncompliance will result in a technical foul.

f. Teams will be allowed to begin a game with 4 players.

g. The half-time rest period will be four minutes in duration.

1. Team will be allowed three thirty second timeouts per game.

2. Teams will have one thirty second time out per overtime period.

h. Overtime periods will be three minutes in duration which will be running time except for the last minute of play when the clock will stop in accordance with official rules.

i. Consumption of alcoholic beverages or drugs by team members is prohibited before or during games.

j. Any player or coach who is ejected from a league or post tournament game, will be suspended for one game and thus be ineligible to participate in the next game which his/her team plays. If a player or coach is ejected a second time during the course of the season, that player/coach will be suspended for the next two games in which his/her team plays. On a third ejection, that player/coach will be ineligible to participate for the remainder of the season. Any player or coach who intentionally makes physical contact with an official or Sports and Physical Fitness Branch representative, will be subject to immediate suspension for an indefinite period. Such an occurrence will be investigated by this headquarters and facts pertaining to the incident will be forwarded to the Garrison Commander for review.

k. There is no dunking in pre-game warm ups or halftime warm ups. If caught the penalty will be a technical foul and assessed as a personal foul to the individual caught dunking.

7. A rules clinic will be conducted on 02 January 2025; and location and time will be at Hercules PFC at 1800.

8. Awards. Sports will provide league and post tournament team awards to the first and second place teams.

9. Point of contact Jay Jackson (910)396-1218.

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~ROSTER EXAMPLE~

(OFFICE SYMBOL)

(DATE)

MEMORANDUM FOR THE FORT LIBERTY SPORTS OFFICE

SUBJECT: Unit Level Basketball Roster for 657<sup>th</sup> Medical Company

Rank/Name

SGT Michael Wynn

SPC Tom Smith

SPC Jarvis Redwine

SPC Jimmy Chitwood

PFC Tim Williams

PFC Roger Cota

SPC David Gray

SGT Tom Flinn

PV2 Reginald Barclay

SPC Ralph Brown

PFC Carlos Polk

Team point of contact is SGT Michael Wynn, 323-764-9384;  
michael.lee.wynn@us.army.mil

The undersigned verifies that each Soldier listed on this roster is assigned to 357<sup>th</sup> Medical Company.

JOHNNY STANTON  
Commanding  
657<sup>th</sup> Medical Company

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~EXAMPLE OF PLAYER PARTICIPATION WITH A DIFFERENT UNIT BECAUSE HIS  
COMPANYS' NOT PARTICIPATING~

Encl 1  
(OFFICE SYMBOL)

(DATE)

MEMORANDUM FOR FORT LIBERTY SPORTS OFFICE

SUBJECT: Authorization to Participate in the Unit Level Basketball  
Program

1. The 453<sup>rd</sup> Quartermaster Company will not be entering a team into the unit-level basketball program. I do; however, authorize SPC John Smith, who is assigned to the 453<sup>rd</sup> Quartermaster Company, to participate in the unit level basketball program.
2. Point of contact is the undersigned at 396-1234.

CPT KURT ROBBINS  
Commander  
453<sup>rd</sup> Quartermaster Company



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SUBJECT: Fort Liberty Sports Program, 2025 Commanders Cup Intramural  
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~EXAMPLE OF PLAYER PARTICIPATION WITH A DIFFERENT UNIT BECAUSE HIS  
COMPANYS' NOT PARTICIPATING~

Encl 2  
(OFFICE SYMBOL)

(DATE)

MEMORANDUM FOR FORT LIBERTY SPORTS OFFICE

SUBJECT: Authorization to Participate in the Unit Level Basketball  
Program

1. I authorize SPC John Smith, who is assigned to the 453<sup>rd</sup>  
Quartermaster Company, to participate in the unit level basketball  
program with HHC, 18<sup>th</sup> Med Bde.
2. Point of contact is the undersigned at 396-1234.

CPT DAVE SCHMIDT  
Commander  
HHC, 18<sup>th</sup> Med Bde