D3 Substitute Player and Scoring and Scoreboard Assignments   Revised 4/3/21

The Substitute Process
The Sub Coordinator names regular substitutes needed before game day and coordinates assignments of the bye team's utility substitutes for emergency game day use or selection before game day if necessary. There are four substitute categories for selection:
1. S1 players (Priority Subs) registering to play as a full-time roster player when a space becomes available. When there are three teams, bye team players available to play will receive S1 status.
2. S2 players (Sub Only Players) registered as a "substitute only" player. Newly evaluated S2 players will receive S1 status for a minimum of two games.
3. S3 players (Second Game Subs) volunteering to play a second game.
4. S4 players (Utility Subs) assigned by bye managers to play on an emergency basis.

Timeline for Requests and Responses
1. Managers email their substitute requests on or before **noon** Monday and Thursday respectively, stating which roster player is absent and the reason for the absence.
2. On or before Saturday of each week, the Sub Coordinator emails S1 and S2 players requesting their substitute availability the coming week. S1 bye team players will be designated by managers. Responses are due no later than **noon** Monday.
3. S3 players can provide their availability status in advance by emailing the Sub Coordinator. Those players will only be contacted if needed.
4. Bye team managers submit the names of two S4 players and one scorekeeper and one scoreboard operator for booth operations on or before **noon** Monday and Thursday. If the D3 Board has non-player scorekeepers and/or scoreboard operators assigned, the bye term personnel will observe. Umpires should not be assigned for the booth or as a utility sub unless they are not scheduled to umpire. If there are two games on the same day or the same time, managers should name different S4 players for each game in case both games need players. If there are three teams, bye team managers will designate bye players available to play as S1 substitutes. Managers should rotate players across scorekeeper/scoreboard/utility sub/S4 assignments.

Selection Process
The Visiting Team receives the first substitute selection followed by the Home Team until all vacant slots are filled. If there is more than one player in each category, the Sub Coordinator will do a random draw. The higher random number receives a higher priority with S1 first, followed by S2, S3, and S4 in order. S2 players who have just completed evaluations will be given S1 status for a minimum of two games.

The Sub Coordinator emails the substitutes and the managers of the affected teams the day before the game, advising substitutes of the team, shirt color, field, and time. The Sub Coordinator also emails the substitutes who have volunteered but not selected. If there are not enough S1, S2, S3, or S4 substitutes available to fill needed slots after the random selection, affected teams may play short.

Managers needing a pitcher are to directly contact a "bye" team pitcher or S2 pitchers as soon as it is known the regular pitcher will be absent. The manager should notify the Sub Coordinator of the pitcher substitution.