



## Steps for Starting a Softball Program

If I am interested in my league offering the Little League Softball program what are the next steps?

1. **Discuss offering Little League Softball program with your local Little League board** – The first step to adding a softball program to your local Little League is to discuss the addition of the program with the board. The board should appoint a softball committee to head up the effort. The committee should consist of at least one board member, and may include other members of the league or members of the community interested in starting a Little League Softball program. Some members that you may choose to include on the committee include your local high school softball coach, or other members in the community involved with softball. This committee will oversee items such as promotion of the softball program, identifying potential managers and coaches, securing softball fields, recruiting players, etc. *Note: When securing fields, a softball program may use either a traditional softball field or may use an existing baseball field.*
2. **Let your District Administrator know that you are planning to offer Little League Softball** – Your District Administrator will be able to let you know what other leagues in the district are currently offering softball and what opportunities may exist for interleague play or combined teams. Additionally, your District Administrator may be able to put you in touch with other softball contacts in the district that may be able to help you in starting your own program.
3. **Begin promoting your softball program and gauge interest in the community** – When you first begin promoting your Little League Softball program, consider promoting the program for all ages 4-18. Based on the interest at each age level, you can determine which levels of play your league will offer. You may choose to have girls interested in participating complete an interest form, similar to a registration form. This will allow your league to easily contact these individuals during registration. Keep in mind that even if your league does not have enough girls sign up at a particular age level to field a team, your league may be able to work with a neighboring league to field a team via combined teams.
4. **Appoint a Vice President of Softball and a Player Agent for Softball** – These two board positions should be created prior to registration. The Vice President of Softball should act as the main softball representative on the board and the Player Agent for Softball should oversee registrations and the draft for softball. If your league has Vice Presidents or other representatives for every level of baseball, you should consider mirroring that structure for softball.
5. **Hold a formal registration for your Little League Softball program** – Your league should hold its softball registration in conjunction with its baseball registration. This will expose families that participate in your league's baseball program to your newly formed softball program. Prior to registration, contact any girls who have completed an interest form so that they are aware of the time and location of registration.
6. **Charter your softball program** – Once registrations are complete, be sure to check your league's charter and ensure that your league has chartered the proper number of teams in each division of softball. If you need to change the number of teams chartered, simply complete and return the Charter Change Form, which can be found online at [http://www.littleleague.org/Assets/forms\\_pubs/CharterInsChangeApp.pdf](http://www.littleleague.org/Assets/forms_pubs/CharterInsChangeApp.pdf).
7. **Set up a Softball Schedule** – Your league may choose to play regular season games entirely in house, via interleague play, or a combination of the two. Your District Administrator will be able to assist in setting up an interleague play schedule.

If you have any questions, contact Sara Thompson at 570-326-1921 or [sthompson@littleleague.org](mailto:sthompson@littleleague.org).