League Reporting/Monitoring

League Monitoring and Reporting

Objective:

– To provide an overview of the responsibilities of the District Administrator regarding reporting and monitoring leagues in their district using the Data Center and other vehicles.

What does this mean?

Why do it?

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D.A. Best practice - Monitoring deadlines

"I have a calendar of suggested dates and timelines, month by month, of what a League President and their Board should be doing."

"I send out email reminders for all HQ deadlines and District deadlines and then follow up with thank you notes (or a gentle nudge) for reaching the goal dates."

"ASAP has been 100% for 10 years now…"

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Areas of League Monitoring

- Chartering Leagues

- Local League Elections

- Mapping

- Player Information

- Leagues and International Tournament

- ASAP

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Areas of League Monitoring

- Chartering Leagues

D.A. Best Practice - Chartering

"I check the Data Center weekly. This year has been easier because I receive an email from LLI letting me know that a league has just chartered. I will have reminders and reports at the monthly District meeting. I will reach out via phone, sometimes by email, and double check with the League President, if [there is] no response, then I will reach out to other Board Members that know who I am."

"It comes down to constant communication. I will even offer to help them if they don't understand the process. Chartering and Insurance is on my District Agenda until all are finished with the process."

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Areas of League Monitoring

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D.A. Best practice - Monitoring

"I try to track some of the key things to make sure my leagues stay on track, and I make it *competitive* between them."

"To do this, I have a spreadsheet that I track the progress of some key tasks (such as chartering, background checks, ASAP, etc.). I send out this spreadsheet weekly and each league can see how each is doing."

"This has worked, as this way they know I am watching. I am not asking them for something different than the others, and many of them don't like to get behind the other leagues."

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Reporting

- District Elections

- New Leagues

- Paperwork- Interleague, Combined Teams, & Waiver Requests

- Financial Report

Reporting

- District Elections

- New Leagues

D.A. Best Practice - New Leagues

"I can usually get a feel of their interest from the first conversation with them."

Good prospects:

1. They like LL guidelines.

2. Their conversation is long.

3. They are in charge of a local program.

4. They return phone calls.

5. They are willing to meet with me.

6. Their INTEREST IS IN THE KIDS.

"On either of the above, the more they are willing to communicate with me, the better my chances are of selling Little League to them. The more they mention their interest is in the kids and their community the better my chances are regardless of whether I can get them to come on board with Little League or not. "

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Reporting

- District Elections

- New Leagues

- Paperwork- Interleague, Combined Teams, & Waiver Requests

- Financial Report

D.A. Best Practice – Record Keeping and Data Center

"Keep good records at the District level (correspondence, maps, bylaws, constitution, and waivers). Every D.A. must find what works for them."

"The inception of the Data Center has been incredibly helpful, but a D.A. must ask questions and ask for training if they are having trouble navigating."

"Regarding the Data Center - I love that I can go in and make sure everyone is chartered and chartered correctly. It also helps me with the push of [the] ASAP program. During tournament time, it shows me financial balances and who is or is not going into tournament."

"No. 1 thing I love - Data Center in general. [It] now has so many things that allows me to help my League Presidents, especially when I can log in as the league, correct erroneous information, and aid in registration submissions."

League Monitoring using the Data Center

The Data Center Philosophy

– An Aid, <u>Not</u> a Burden

– Information at Your Fingertips

– Built with Your Input

Ways to Monitor Your Leagues

The NEW D.A. Dashboard

The NEW D.A. Dashboard

- District Snapshot

- "Logging in as" a League

- Forms Requiring Your Attention

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The NEW D.A. Dashboard

District Snapshot

- All major milestones for the Season

- Links to more detailed reports

Leagues In Your District

League (Click on the league name to log in as the league)	Holds Applied	Charter and Insurance (Details)	Background Checks	Registration Data (Details)	Safety Plan (Details)	Tournament Enrollment (Details)	Outstanding Balance (Details)
Almaden LL #4051203		✓		✓	✓		($102.67)
Branham Hills LL #4051206		✓		✓	✓		($0.70)
Cambrian Park LL #4051208		✓					$0.70
Lincoln Glen LL #4051210		✓					$60.00
Los Gatos LL #4051202		✓					($5,376.50)
Quito LL #4051211		✓		✓	✓		$2,593.00
San Jose American LL #4051205		✓					$0.00
Saratoga LL #4051204		✓					$40.00

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The NEW D.A. Dashboard

"Logging in as"
a League

Leagues In Your District

League Name	League ID	
Clinton LL	2381202	Log In As
East Lycoming LL	2381201	Log In As
Hepburn-Lycoming LL	2381215	Log In As
Hometown LL	2380106	Log In As
Jersey Shore Area Softball LL	252991	Log In As
Jersey Shore Gsv Little League	2381204	Log In As
Keystone LL	111990	Log In As

The NEW D.A. Dashboard

Forms Requiring Your Attention

- Your To-Do Items

Your To-Do Items

Split Division Format Form   **1**

Regular Season Combined Teams Form   **2**

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Reports

Charter Information

- Charter Status
- Team Counts
- Insurance Coverage

Little League® Data Center

Pennsylvania District 12 (#2381200) | logged in as ▼

Charter Information for Leagues in Your District

Home / View Reports / Charter Information for Leagues in Your District

Note: For insurance coverage under "Additional Info", **LLB** means that the league has requested insurance coverage but the insurance may not be in effect unless the league's premiums are paid in full.

League Name	League ID	Charter Status	Registration/Roster Data	Additional Info				Teams Chartered
CLINTON LL	2381202	Approved	NO	Accident Insurance: Liability Insurance: Crime Insurance:	LLB LLB LLB			(see below)

Program	TB	CP	MI	LL	50/70	JR	SR	CH	SC
Baseball	0	0	0	0	0	0	0	0	0
Girls SB	0	2	4	4	-	2	0	-	-
Boys SB	0	0	0	0	-	0	0	-	-

League Name	League ID	Charter Status	Registration/Roster Data	Additional Info
EAST LYCOMING LL	2381201	Approved	NO	Accident Insurance: LLB Liability Insurance: LLB Crime Insurance: LLB

Program	TB	CP	MI	LL	50/70	JR	SR	CH	SC
Baseball	5	3	4	5	0	2	0	1	0
Girls SB	0	2	1	1	-	1	0	-	-
Boys SB	0	0	0	0	-	0	0	-	-

League Name	League ID	Charter Status	Registration/Roster Data	Additional Info
HEPBURN-LYCOMING LL	2381215	Approved	NO	Accident Insurance: LLB Liability Insurance: LLB Crime Insurance: LLB

Program	TB	CP	MI	LL	50/70	JR	SR	CH	SC
Baseball	3	3	4	3	0	1	0	0	0
Girls SB	0	0	2	1	-	1	0	-	-
Boys SB	0	0	0	0	-	0	0	-	-

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Reports

ASAP Submissions

Little League® Data Center

Washington District 09 (#4470900) | logged in as

2018 Season ASAP Safety Plan Submission Statuses

Home / View Reports / 2018 Season ASAP Safety Plan Submission Statuses

League Name	League ID	Status
BELLEVUE EAST LL	04470903	Awaiting Review
BELLEVUE THUNDERBIRD LL	04470905	Started, Incomplete
BELLEVUE WEST LL	04470901	Started, Incomplete
EASTLAKE LL	04470913	Started, Incomplete
FALLS LL	04470902	Started, Incomplete
ISSAQUAH LL	04470912	Started, Incomplete
KIRKLAND AMERICAN LL	04470907	Approved
KIRKLAND NATIONAL LL	04470908	Awaiting Review

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Reports

Current Financial Balances

Little League® Data Center   Maine District 02 (#2190200) | logged in as ▾

Current Balances for Leagues in Your District

Home / View Reports / Current Balances for Leagues in Your District

League Name	League ID	Chartering and Insurance	Tournament	Other	Total
FIVE-TOWN LL	02190209	$0.00	$0.00	$0.00	$0.00
LINCOLN LL	02190202	$0.00	$74.40	$0.00	$74.40
Maine District 02	02190200	$0.00	$0.00	$0.00	$0.00
MEDOMAK VALLEY LL	02190206	$0.00	$0.00	$0.00	$0.00
OCEANSIDE LL	02190204	$0.00	$0.00	$0.00	$0.00
WALDO COUNTY LL	02190207	$1,156.20	$0.00	$0.00	$1,156.20
	TOTALS:	$1,156.20	$74.40	$0.00	$1,230.60

Reports

League Officers

View League Officers in Your District

Home / View Reports / View League Officers in Your District

Filter by League:
(All Leagues)

Filter by Officer Type(s):

- ☐ (All Officer Types)
- ☑ President
- ☐ Secretary
- ☐ Treasurer
- ☐ Safety Officer

- ☐ Baseball Vice President
- ☐ Challenger Vice President
- ☐ Coaching Coordinator
- ☐ Concession Manager
- ☐ Information Officer
- ☐ Marketing/PR Manager

- ☐ Other Officer
- ☐ Player Agent
- ☐ Softball Vice President
- ☐ Sponsorship/Fundraising Manager
- ☐ Umpire-in-Chief
- ☐ (Custom League Officer Type)

🔍 Find

League Name	League ID	Name	Phone Numbers	Email Address	Address	Officer Role(s)
BAYSHORE LL	03090603	Chris Capozzalo				League President
CITRUS PARK LL	03090621	STEVE MAYES		FLOORTRUSS@AOL.COM		League President
INTERBAY LL	03090606	William Launikitis				League President, League Other Officer
KEYSTONE LL	03090620	Linda Weisman				League President
		CHARLIE LECHNER		charles.lechner@macdill.af.mil		League President

istrict/Reports/LeagueOfficerSearch

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Reports

Tournament Team Counts

Tournament Team Counts for Leagues in Your District

			Little League Baseball®						Little League Softball® - Girls					
League Name	League ID	Submitted Form?	8-10	9-11	LL	50/70	JR	SR	8-10	9-11	LL	JR	SR	Total
A J A A LL	270016	No												0
BROAD RIPPLE HAVERFORD LL	1140811	No												0
BROWNSBURG LL	1140801	No												0
DANVILLE LL	1140802	No												0
EAGLE CREEK LL	1140803	No												0
PLAINFIELD OPTIMIST LL	1140805	No												0
TRI WEST LL	97248	No												0
WASHINGTON TOWNSHIP LL	1140814	No												0
ZIONSVILLE LL	1140819	No												0
		TOTALS:	0	0	0	0	0	0	0	0	0	0	0	0

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Reports

Tournament

Mileage

Reimbursement

2017 Tournament Mileage Report Status for Leagues in Your District

The table below indicates if a league's Tournament Mileage Report form (per division) has been received and processed by Little League International.

A check mark (✔) indicates that the form has been received and processed. A blank box indicates that the league was eligible for the 2017 Tournament in that division, but that the form has not been received and processed. N/A indicates that the league did not enroll in that tournament division.

Season [2017 ▾] [⟳ Update Report]

League Name	League ID	Little League Baseball®						Little League Softball® - Girls				
		8-10	9-11	LL	50/70	JR	SR	8-10	9-11	LL	JR	SR
LUFKIN LL	00282400		✔	✔	N/A	✔	N/A	N/A	N/A	N/A	N/A	N/A
PINEYWOODS LL	00311571	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
ROSE CAPITAL WEST LL	03431001				N/A		N/A	N/A	N/A	N/A	N/A	N/A
ROSE CAPITAL EAST LL	03431002	✔			N/A		N/A	N/A	N/A	N/A	N/A	N/A
CROCKETT MERCHANTS LL	03431003	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A

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Reports

Registration

Data

Statistics

Registration Data Summary For Leagues In Your District

League ID	League Name	Date of Last Upload	Players	Coaches	Managers	Volunteers	Total Records for League
2380424	AVONWORTH ATHLETIC ASSOC LL	1/18/2018	4	0	0	77	81
2380403	BROOKLINE LL	1/17/2018	0	0	0	1	1
2380407	MOON TOWNSHIP LL	1/18/2018	7	0	0	20	27
256990	NORTH ALLEGHENY LL	1/17/2018	2	0	0	45	47
			13	0	0	143	156

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Looking Forward

- Officer Update Status Report

- Boundary Maps

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Boundary Maps
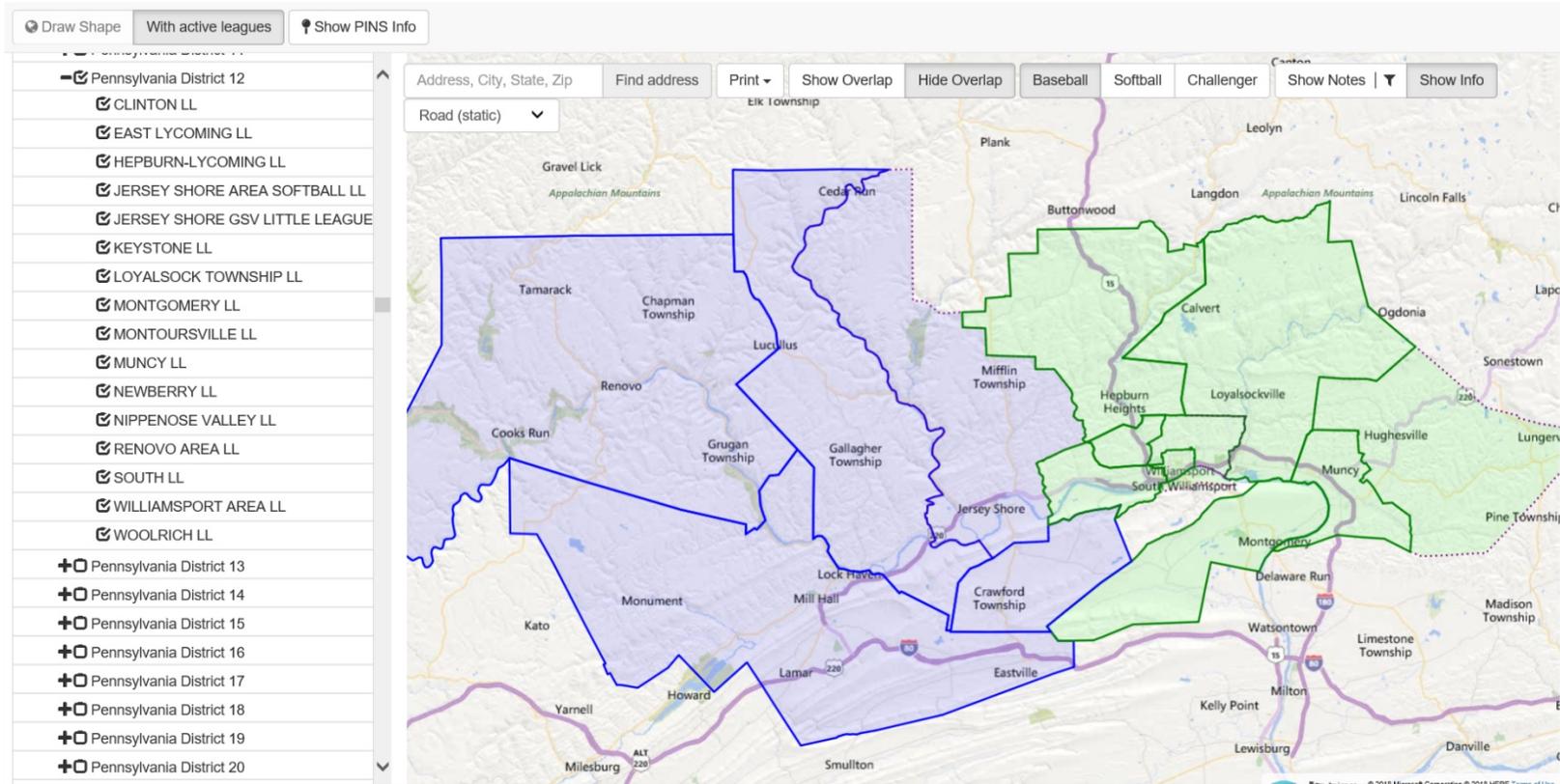
Questions?

support@littleleague.org

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