



MEMORANDUM

February 22, 2016

VIA EMAIL

TO: Division I Directors of Athletics
Division I Head Men's Basketball Coaches
Division I Head Women's Basketball Coaches.

FROM: Anucha Browne
Vice President of Women's Basketball Championships

Dan Gavitt
Vice President of Men's Basketball Championships.

SUBJECT: Travel for the Division I Basketball Championships.

As you may recall, travel operations for the 2014 NCAA Division I men's and women's basketball championships were confronted with unprecedented issues related to charter availability. Although the 2015 championships charter availability was better than anticipated, we do not expect any significant improvement for 2016. The continued lack of availability can be traced to the same challenges regarding crew regulations from the FAA, carrier issues such as bankruptcies and mergers, and simple supply and demand.

Similar to 2015, the NCAA will coordinate travel operations for both the men's and women's championships utilizing 10-15 dedicated aircrafts (plus one-off flights from other carriers). We will again use every available large aircraft that meets our requirements for safety and operations, including some costly 747s. The reality is that in the early preliminary rounds of both tournaments, teams will need to adhere to the same travel procedures as last year.

The most problematic day for outbound travel will occur on the first Wednesday after selections (March 16). In order to address these challenges, the same procedures enacted last year will need to occur again in 2016.

Women's teams' travel policy will include:

1. Teams that play on Friday in the first round, and typically would travel on Wednesday, will be required to change their preferred departure times to as late as 10 p.m. local time.
2. To address potential fatigue concerns, teams will be permitted to leave a day earlier (Tuesday) and will be paid per diem for the additional day. Teams choosing to leave Tuesday should plan for a departure time as late as 10 p.m. local time.
3. For the first round (Friday/Saturday), teams that play games with a tipoff scheduled before 3 p.m. local time may be required to travel home postgame. Departures will be scheduled for as early as seven hours after scheduled tipoff and up to as late as 10 p.m. local time, so there will be ample time for the team to visit family members, check out

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of the hotel and have a team meal.

4. Teams that have a scheduled tipoff of 3 p.m. or later local time will have return flights scheduled for the next day. These departures will be scheduled as early as practical based on a team's game time, but teams should be aware that departures may be scheduled as late as 10 p.m. local time. Teams with late departure times will be paid per diem for the additional day and have hotel rooms secured for late check-out.

Men's teams' travel policy will include:

1. First Four (Tuesday/Wednesday) teams which win in Dayton and advance to the first round will depart postgame for their first round site. Departures will be scheduled as early as practical after scheduled tipoff. The non-advancing teams will depart the day after competition to return home to campus. Departures may be scheduled as late as 10 p.m. that day. Non-advancing teams with late departure times will be paid per diem for the additional day and have hotel rooms secured for late check-out.
2. For the first round (Thursday/Friday), teams that play games with a tipoff scheduled before 3 p.m. local time may be required to travel home postgame. Departures will be scheduled for as early as seven hours after scheduled tipoff and up to as late as 10 p.m. local time, so there will be ample time for the team to visit family members, check out of the hotel and have a team meal.
3. Teams that have a scheduled tipoff of 3 p.m. or later local time will have return flights scheduled for the next day. These departures will be scheduled as early as practical based on a team's game time, but teams should be aware that departures may be scheduled as late as 10 p.m. local time. Teams with late departure times will be paid per diem for the additional day and have hotel rooms secured for late check-out.

While we understand and appreciate that teams are accustomed to departing campus at a standard time for trips in the regular season, the sheer logistics of the tournaments makes it impossible to meet those demands in the preliminary rounds. Specifically, we ask that team administrators request windows of time for travel rather than exact times and be willing to adjust their schedules to accommodate all the needs of the teams competing in the tournaments.

In addition, teams will be held accountable for the information they provide on travel party size. The NCAA will provide aircrafts large enough to accommodate the NCAA paid travel party size and a reasonable amount of equipment (i.e., standard basketball equipment, one training table, one drum set, two tubas and personal luggage). It is imperative that a team enters its planned travel party size accurately. Should a team knowingly enter a travel party size that is larger than they actually plan to take simply to obtain a larger aircraft, that team may be subject to a financial penalty by the basketball committees. Penalties will be assessed on a case by case basis and will be imposed on any team that overstates its travel party by more than 10% (e.g., requests a travel party of 130, actually travels 95).

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Finally, we request all teams make a special effort to respect the schedule they receive and ensure they are on time, as determined by the NCAA travel staff and charter operations. It is possible the same plane will be used to transport multiple teams back-to-back. Therefore, it is imperative that teams report to the airport for their charter flights no later than one hour prior to their scheduled departure time. If a flight is delayed because a team fails to arrive at the airport as scheduled, the basketball committees may deem this action to be misconduct and penalties may be applied to the institution.

We understand these requests will have an impact on you. However, there are no other events at the national level that present the logistical travel challenges our tournaments create, and we must adjust to the realities of the current charter marketplace while providing the best possible travel experience for the student-athletes in our two marquee events. We greatly appreciate your assistance and consideration in making this happen.

If you have any questions or comments, please feel free to contact us. We wish you all good luck for the remainder of the season and hope to work with your respective programs in March.

AB/DG:jls

cc: Danielle Donehew
Jim Haney
Conference Commissioners
Senior Woman Administrators
NCAA Division I Men's and Women's Basketball Committees