

SOLO COOKBOOK

Recipes for growth and success



SCCA
Sports Car Club of America



"THE SOLO COOKBOOK"

Ideas and Suggestions on how to develop, how to build and how to grow a Solo Program

Acknowledgements

The "Solo Cookbook" idea came out of several meetings with SCCA members all over the country because most people were asking the same questions:

Where do I go for help?

How do I find out about different ways to do something?

Who can I talk with about improving our Solo program?

The "Solo Cookbook" seemed like a logical way to share ideas and to put things in a place where people could find it. We envision this being a living breathing collection of ideas that will continue to evolve. We also believe that plagiarism is alive and well. The sharing of ideas can do nothing but help all throughout the Solo community.

A huge **"Thank You"** to the following people who have helped us get the "Solo Cookbook" to a point where we are ready to share it with everyone. We want to acknowledge all of them for their help, Scott Dobler – Chattanooga Region (our Great Cover), George Schweikle – Central Kentucky Region, Bill Loring and Mark Mannien – South Bend Region, Brian Mason – Kentucky Region, Linda and Jerry Hansen – Blackhawk Valley Region, Roger H. Johnson – Houston Region, Pauletta Dusterberg – Indianapolis Region, Don Elzinga and Marcus Merideth – Detroit Region, Bill Snow – NEOhio Region and from the SCCA office, Howard Duncan, Rick Myers, Deena Rowland and Heyward Wagner.

"The Solo Cookbook"

Velma and Raleigh Boreen



"THE SOLO COOKBOOK"

Ideas and Suggestions on how to develop, how to build and how to grow a Solo Program

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Solo Contact Information

1. **Regional Solo Development**
 - a. **Raleigh and Velma Boreen**
 - i. rvboreen@gmail.com
 - ii. (317) 442-8500 Raleigh cell
 - iii. (317) 403-0632 Velma cell
2. **Solo Development Coordinators**
 - a. **Northeast Division**
 - i. **Mark Andy**
 1. marka@maracing.com
 2. (330) 807-9376
 - b. **Southeast Division**
 - i. **Scott Dobler**
 1. sdobler2@gmail.com
 2. (423) 486-4002
 - c. **Great Lakes Division**
 - i. **Ray Jason**
 1. rkj42@yahoo.com
 2. (586) 596-9914
 - d. **Central Division**
 - i. **Chris Delay**
 1. cdelay.us@gmail.com
 2. (715) 716-6740
 - e. **Midwest Division**
 - i. **Al Hermans**
 1. alhermans@sdcc-corp.com
 2. (816) 564-6176
 - f. **Southwest Division**
 - i. **Phil Osborne**
 1. psosborne@verizon.net
 2. (214) 428-3922

- g. Rocky Mountain Division**
 - i. Tom Reynolds**
 - 1. treyolds@me.com
 - 2. (505) 321-7594
 - h. Southern Pacific Division**
 - i. Eric Clements**
 - 1. clementscars@gmail.com
 - 2. (626) 993-5061
 - i. Northern Pacific Division**
 - i. Keith Brown**
 - 1. kb_solo2@yahoo.com
 - 2. (206)824-6825
- 3. SCCA National Office Contacts**
 - a. Doug Gill**
 - i. dgill@scca.com**
 - ii. (800) 770-2055 ext. 324**
 - b. Brian Harmer**
 - i. bharmer@scca.com**
 - ii. (800) 770-2055 ext.325**
 - c. Howard Duncan**
 - i. hduncan@scca.com**
 - ii. (800) 770-2055 ext. 320**



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Ideas for Structure for a Regional Program

1. *A single Solo Chairperson who is responsible for all of the events during the season:*
 - a. *Our recommendation is that if you have a single Solo Chairperson for the season, this person needs to find out who is willing and able to help. Our best suggestion is for the Solo Chairperson to hold at least one pre-season planning meeting to see who is interested in helping and to get input into the year-long schedule.*
 - b. *By having one Solo Chairperson, we would recommend that periodic meetings are held with the interested parties in the Region during the season. This can be done after an event or by having specific meetings in the evening during the week. It is always good to get feedback on how the Solo series is progressing and to identify any problems.*
 - c. *Key to any Solo program is good event planning, creating a budget for the season, getting paperwork into SCCA in a timely fashion and identifying a Chief Solo Safety Steward for the season.*
2. *A structure with a Solo Chairperson and Chiefs of Specialties (this is our preferred way for a Solo program)*
 - a. *A Solo Chairperson – this is the person who is ultimately responsible for outcome of the Solo program. This doesn't mean that this person has to do everything but they need to make sure that there are people in place to accomplish all of the tasks. Like any good business, this person needs to surround themselves with good people. This is where the Chief of Specialties comes into play. One thing to keep in mind as the Solo Chairperson – if this is your first year or your fifth year as the Solo Chairperson, you should always be looking for your replacement. Don't leave the Region hanging.*
 - b. *Once again, we recommend having a pre-season meeting to find out who is interested in the Regional Solo Program and who could become your potential Chiefs. We also recommend having follow-up meetings during the season to make sure that the program is doing what was intended at the beginning of the year and that any problems can be addressed.*
 - c. *Here is a suggested list of Chiefs that we feel can help make a Regional Solo program very successful. The list of Chiefs can be consolidated if you have a smaller program. We will only*

list the job titles but if you have any questions, we can get suggested job descriptions for each of the Chief positions.

- i. Chief Safety Steward*
- ii. Chief of Registration*
- iii. Chief of Waivers*
- iv. Chief of Timing/Scoring*
- v. Chief of Tech*
- vi. Novice Program Chief*
- vii. Chief of Course*
- viii. Chief of Equipment*
- ix. Chief of Workers*



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Solo Safety Steward Program

1. *The insurance program with SCCA is our ticket to play for the Solo community. We must protect our competitors and the people who allow us to use their facilities at all costs. The Solo Safety Steward Program defines how to have a safe event. The information can be found in the current Solo Rulebook in Section 1.4 and Appendix E.*
 - a. *Section 1.4 – This section talks about the Solo Safety Steward Program and how it works for a local Solo event. The thing to remember is to run a successful event, a Region must have multiple Solo Safety Stewards present at the event. When a person is working as a Solo Safety Steward, that is the only job that they can be performing. They cannot be working tech, registration, grid, driving or another activity. All events must have a minimum of one Solo Safety Steward at the event so it really makes sense for a Region to have multiple Solo Safety Stewards,*
 - b. *Our recommendation is that every Region has a person who is designated as a Solo Safety Steward Instructor. To become an Instructor, you must be approved by the Divisional Solo Safety Steward and comply with all of the rules in Appendix E in the Solo Rulebook.*
 - c. *It is a good practice to ask who the Solo Safety Stewards are at the driver's meeting.*
 - d. *If your Region allows the Junior Karts to run, you must have a Junior Kart Safety Steward available to help with the kids. It is recommended that a Junior Kart Safety Steward be a Solo Safety Steward for a minimum of one year before applying to become a Junior Kart Safety Steward. All of this information is in the current Solo Rulebook.*



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Solo Site Information

1. To get help for Solo Site information we have the following people who can help:

a. Acquiring a site

i. George Schweikle – Central Kentucky Region

1. schweikg@twc.com
2. (859) 272-3886

ii. Raleigh Boreen – Indianapolis Region

1. rvboreen@gmail.com
2. (317) 442-8500

iii. Deena Rowland – SCCA Office in Topeka

1. drowland@scca.com
2. 1-800-770-2055

SCCA SOLO EVENT SITE USE PROPOSAL

**There are two basic versions
for site use proposals;**

**A “One Page”, and an “In-
Depth Summary” containing all
relevant information.**

**This is an example of an in-
depth summary used by
Central KY Region**

**Please feel free to use all or
part in any way that may help
with site acquisition**

ONE PAGE SUMMARY



Central Kentucky Region

SOLO DRIVING EVENT PROPOSAL

**LEXMARK FACILITY
LEXINGTON, KENTUCKY**

CENTRAL KY. REGION - SPORTS CAR CLUB OF AMERICA

This is a proposal to conduct a Solo driving event at the driving training pad at a Lexmark parking lot location. Listed below are the details of our organization, Solo Driving Events, and insurance coverage:

THE SPORTS CAR CLUB OF AMERICA is the country's largest Motorsports organization; with 65,000 members, and headquarters in Topeka, Kansas. Through its 110 local regions, the SCCA conducts Solo Driving events, Rallies, and Races for the enjoyment of members and the enthusiast public.

CENTRAL KY. REGION - SCCA was chartered in 1957 as a non-profit organization. Our 225 members participate primarily in Solo II events and Rallies. Many members participate in major Solo events in the Midwest, and are qualified to organize such activities in our area.

SOLO EVENTS, sometimes called Autocross, are considered non-speed events and are the fastest growing form of Motorsports in the country. The SCCA sanctions thousands of Autocross events each year; all conducted in strict compliance to National Solo Rules that have been constantly improved over the last 33 years. These rules address event operation, safety guidelines, and entrant conduct. Safety is controlled by a licensed Safety Steward, and we have a formal Safety Plan for our events (See attached example).

- **Solo events are not races:** they feature tight twisting courses defined by traffic pylons. Emphasis is on driver ability and car agility. Entrants are timed one-at-a-time as they drive through a twisting course as fast as possible, and time penalties are assessed for hitting a pylon. Trophies are awarded for the fastest time in several different classes. Competition licenses are not required, and hazards do not exceed those encountered in normal highway driving. Classes are provided for sedans and economy cars, as well as sports cars, and entrants are not required to be SCCA members.
- There is no single course for Solo events. Courses are tailored for almost any lot size (See attached example) and conform to Solo Rules safety guidelines. A single timed run usually lasts 30 to 50 seconds.
- All cars must pass a safety inspection, and all entrants must have a valid driver's license. Entrants must sign an insurance waiver (minors must have legal permission and waiver to compete). There is no admission charge for spectators, but an insurance waiver must be signed for admission to the event site.
- We have conducted events in the Central Ky. area since 1957, and currently use the Eastern Ky. University Alumni Coliseum and University of Ky. Commonwealth Stadium parking areas. We also use the Lexington Legends baseball stadium parking lot and the City of Lexington truck training pad. Our event entry varies from 80 to 125 cars.

INSURANCE: SCCA provides event insurance covering participants, spectators, and property owners. The comprehensive general liability limit is \$5,000,000 and an insurance certificate is provided to the site owner. (See attached example). Additional coverage is available if necessary.

Thank you for this opportunity to present this proposal. We represent the SCCA as serious, mature, and responsible and believe the proposed event can be beneficial to both of our organizations. For additional information, please contact the member listed below.

George Schweikle Days & evenings: 859-272-3886 E-Mail: schweikg@insightbb.com
3260 Sutherland Dr.
Lexington, Ky. 40517

MULTI-PAGE PRESENTATION



Central Kentucky Region

SOLO DRIVING EVENT PROPOSAL

**LEXMARK FACILITY
LEXINGTON, KENTUCKY**

CENTRAL KY REGION – SPORTS CAR CLUB OF AMERICA
SOLO EVENT PROPOSAL for LEXMARK

SITE USE

General proposal and SCCA information..... Tab 1

Parking lot area map Tab 1

EVENT DETAILS

Proposed event description and schedule..... Tab 2

Driving course examples..... Tab 3

SAFETY

Safety Plan..... Tab 4

SCCA Solo Rules excerpts..... Tab 5

INSURANCE

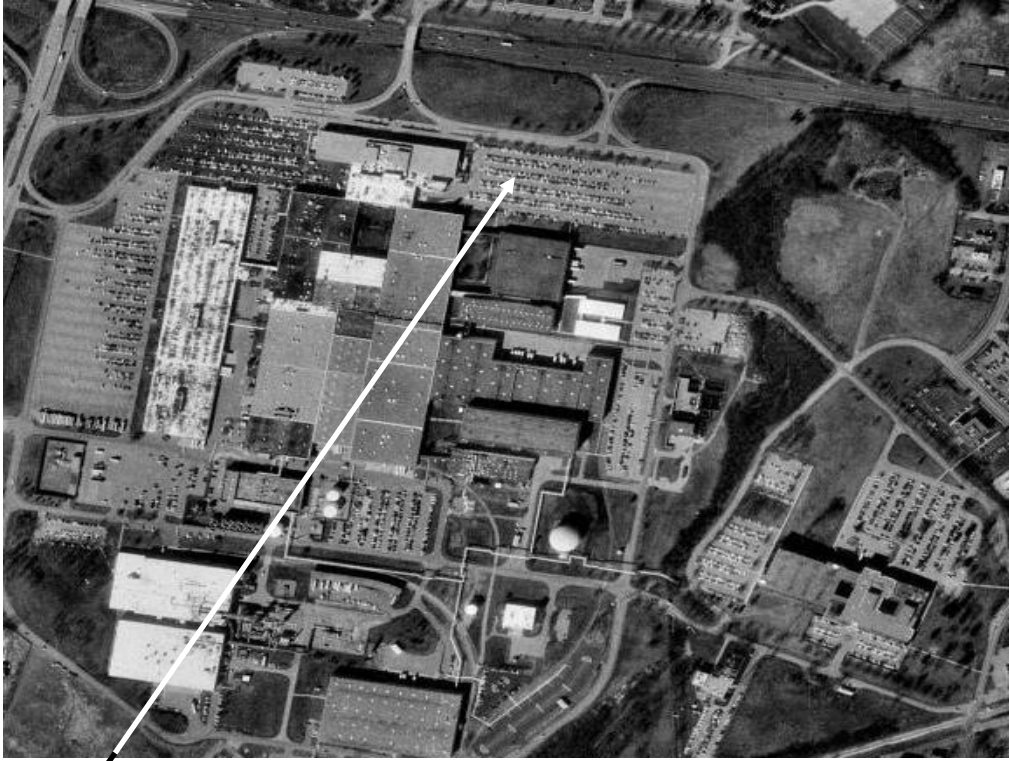
Sample insurance certificate..... Tab 6

SCCA event insurance program..... Tab 6

BENEFITS TO LEXMARK..... Tab 7

REFERENCES..... Tab 8

CENTRAL KY REGION – SPORTS CAR CLUB OF AMERICA SOLO EVENT PROPOSAL for LEXMARK



Proposed event site: Parking area at the corner of East Road
& Lexmark Centre Drive

Security barriers as necessary to limit event traffic to selected
areas

Insurance waivers to be signed prior to admission to property

CENTRAL KY REGION – SPORTS CAR CLUB OF AMERICA

SOLO EVENT PROPOSAL for LEXMARK

TYPE OF EVENT:

A “Solo” (Autocross) event as defined in Sports Car Club of America (SCCA) National Solo Rules. See attachments. Attendance is predicted at 75-125 entrants.

INSURANCE:

\$5,000,000 General Aggregate coverage. See attachment for “Landowners Information Packet”, and an insurance certificate example.

PARKING LOT USE:

- Driving course and entrant parking location to be determined and identified on a site map.
- Crowd control barriers will be provided by Central KY Region. Directional signs to the event area will be provided by Central KY Region.
- No permanent marking will be applied to the surface; Athletic field marking (Granite powder) and chalk lines are used to define the driving course and pylon locations. These markings are water soluble and will dissipate with rainfall.

DURATION OF EVENT:

- All site activity will be conducted the day of the event
- Set up and site security activity will begin at 7:00 AM
- Timed competition will begin approximately 11:00 AM
- Tear down and site clean up will be completed by 7:00 PM

DATE: To be determined.

SITE RENTAL FEE:

\$500 per day. Payable in advance, or within two weeks of the event. (Propose assigning rental fee to a Lexmark charity or University of KY Society of Automotive Engineers student chapter)

SITE RENTAL CONTRACT:

- To be determined
- Cancellation arrangement to be determined

FACILITIES:

- Restrooms: To be determined
- Security: None required for single day event
- Overnight: No facilities required for a single day event
- 110 volt electrical service if possible

ADDITIONAL:

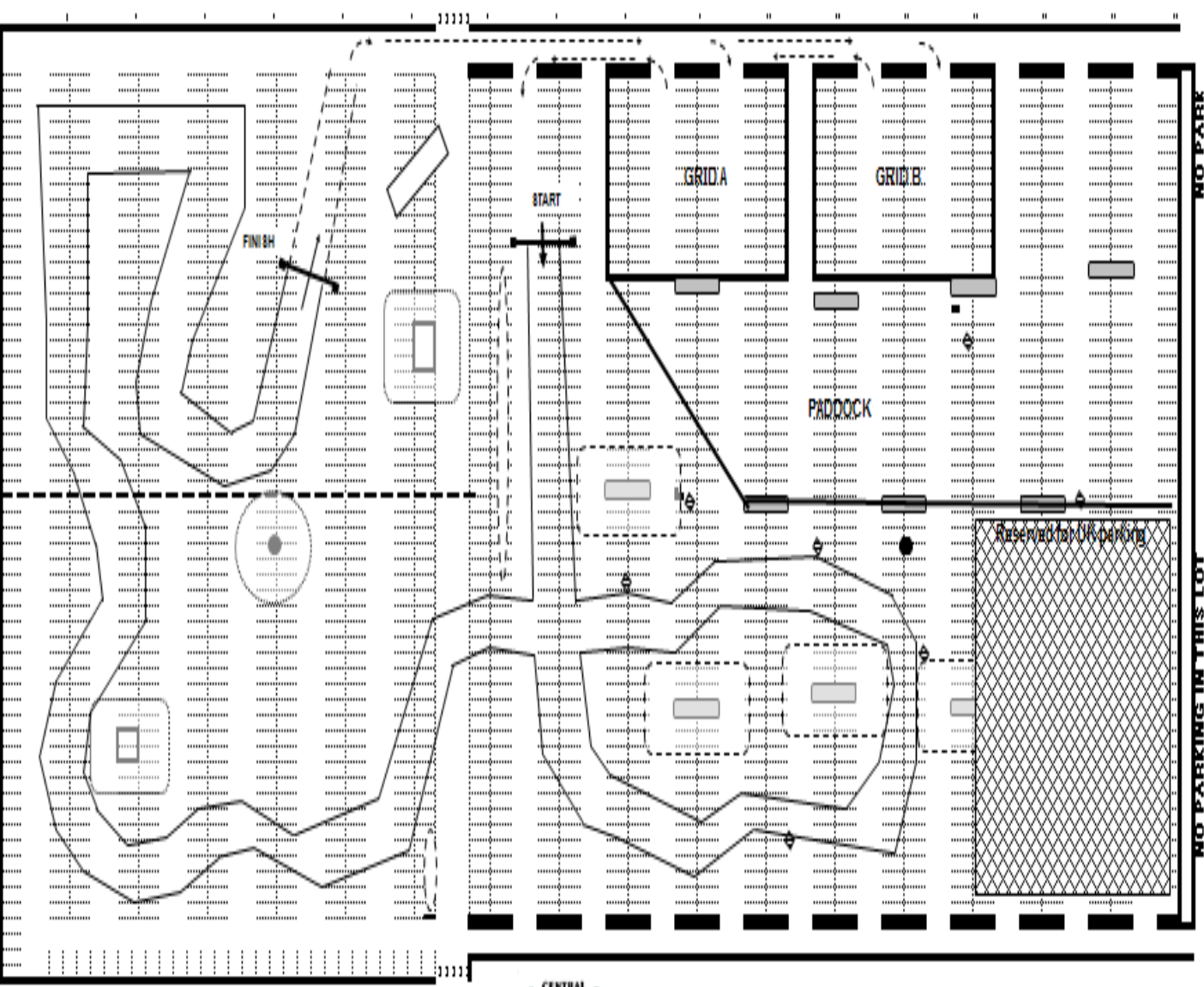
- Central KY Region – SCCA will obtain sponsorship for this event. Promotional material will be displayed and will accommodate any existing Lexmark commercial agreements.
- Sound Control will be in effect: 98 dB at 100 ft. from driving course.
- Spectators allowed on the site with no admission charge.
- Entry to event area requires signing an insurance waiver



1 paul miller

mazda

CENTRAL KY REGION SCCA SOLO SERIES



ALUMNI DRIVE

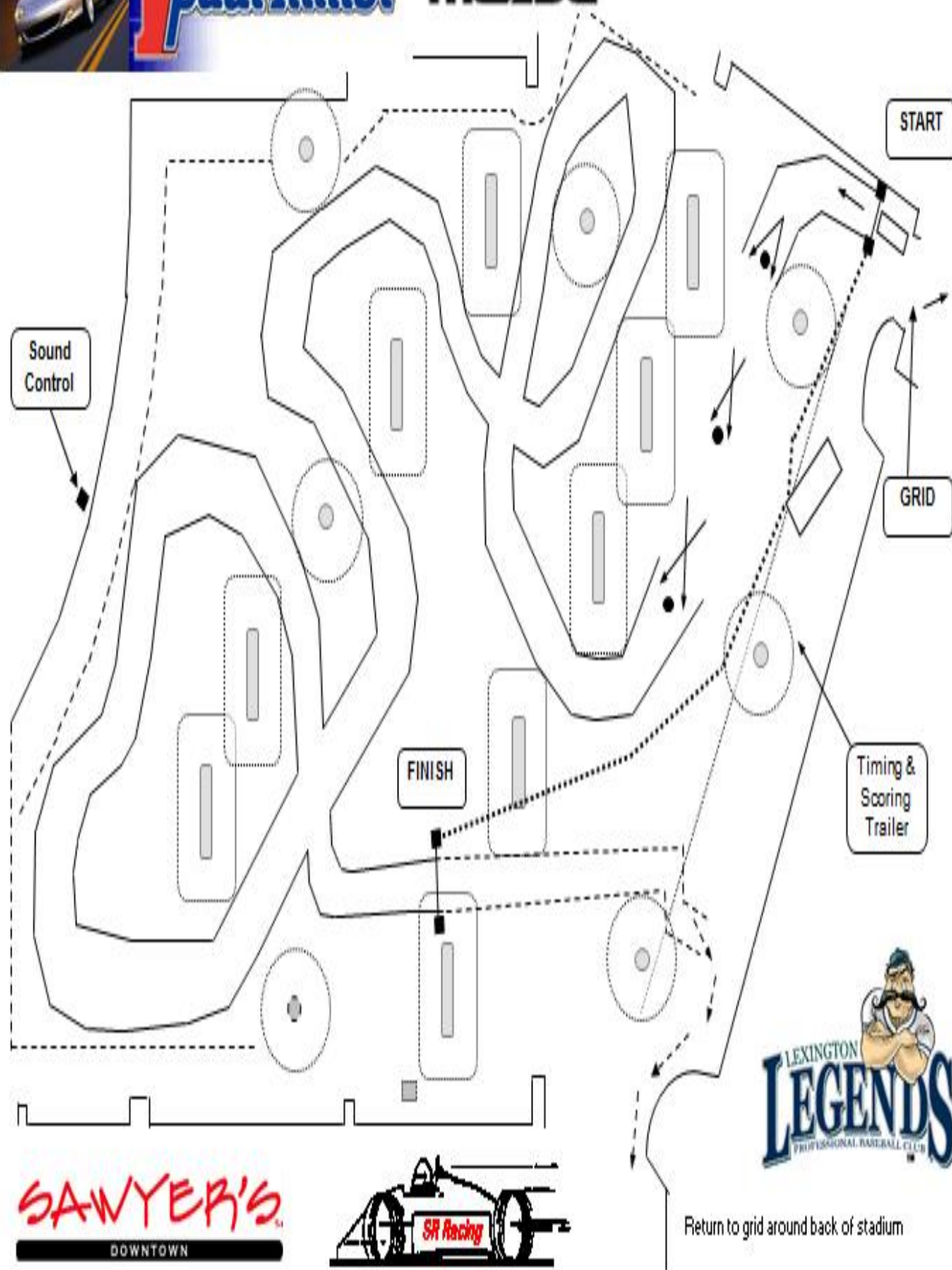
Van Tech
Auto and Truck Accessories



UK UNIVERSITY OF KENTUCKY
COMMONWEALTH STADIUM

CENTRAL KY REGION - SCCA
PAUL MILLER MAZDA SOLO SERIES

POINTS EVENT #1



SAWYER'S
DOWNTOWN



Return to grid around back of stadium



SOLO EVENT SAFETY PLAN

CENTRAL KY. REGION - SPORTS CAR CLUB OF AMERICA

1. EVENT PERSONNEL:

Event Chairman:	To be determined for each event
Solo Events Chairman:	Kerry Embry
Chief Safety Steward:	To be determined for each event
Regional Executive:	Mark Manual

2. INSURANCE:

Certificate of Policy & Sanction number: Posted at each event
Emergency contacts: SCCA Emergency Telephone 1-800-521-5019 (ID #790-5261)
Risk management report forms: Filed in timing trailer

3. SITE FIRST AID:

First aid kit located at registration trailer

4. SITE EMERGENCY EQUIPMENT:

Fire extinguishers located at all corner stations, pits, and staging areas.
Hydraulic jack.
UK COMMONWEALTH STADIUM: Fire Station on South Limestone
LEXINGTON LEGENDS (Applebee's Park): Fire Station on New Circle Road
EKU ALUMNI COLISEUM: Fire Station at Kit Carson Drive & KY 876 across street from site.
EKU DRIVING RANGE: Same Fire Station location as above

5. COMMUNICATION:

Cell phone at event site

6. EMERGENCY FUNCTIONS:

UNIVERSITY OF KY:	
Emergency Medical Service:	911
Lexington Fire Department	911
Lexington Police Department	911
UK campus Police	257-1616
LEXINGTON LEGENDS	911
EASTERN KY. UNIVERSITY:	911
Emergency Medical Service:	622-1331
Richmond Fire Department	911
Richmond Police Department	911
EKU Campus Security:	622-2821

7. SOLO SITE CONTACTS:

UNIVERSITY OF KY	
Dr. Ben Carr	Office: 257-8200
EASTERN KY UNIVERSITY:	
Jill Price	Office: 622-6202
LEXINGTON LEGENDS	
Rick Bryant	Office: 422-7845

SOLO EVENT SAFETY PLAN, Continued

8. SITE SECURITY AND COURSE:

- Verify crowd and course control barriers are in place
- Verify course design, layout, and safety distances meet SCCA guidelines
- Review and approve site and course layout with designated chief Safety steward

9. DRIVERS MEETING:

- Emphasize safety related issues concerning the entire event:
 - Drive at walking speed in paddock and grid
 - Slow down after exiting course
 - Red flag procedures for drivers and corner workers
 - Corner worker safety procedures
 - Driver safety responsibilities: Stop for any safety related issue, don't wait for a red flag

10. COMPETITOR'S DNF (Did Not Follow or Finish Course):

- Stop the event if required to address the situation.
- Follow "Mechanical DNF" procedure if necessary.
- Direct Competitor off course.
- Assist Competitor with course following instructions before their next timed run.

11. SPECTATOR TRESPASSES ON COURSE (Beyond barrier):

- Stop cars on course, and stop the event if required to address the situation.
- Escort individual off of the course
- Explain site use and owner's permission
- Verify crowd control barriers are in place and intact
- Consult Chief Safety Steward before restarting event: review barrier positions.

12. PRIVATE CAR DRIVES THROUGH BARRIER:

- Treat as "Spectator trespasses on course" (above)

13. COMPETITOR'S MECHANICAL DNF (Did Not Finish due to car problems):

- Stop the event if required to address the situation.
- Determine that no injury exists, or refer to "INJURY" category.
- Clear car from course, clean debris/use oil-dry if needed, replace course markings.
- Notify competitors if slippery condition exists.
- Re-inspect car if competitor makes repairs and wants to make next run.
- Tech inspector notify timing / scoring of approval to run car.

14. SEVERE WEATHER

- Heavy rain making it difficult for competitors to stay on course: Stop event until visibility improves. Re-apply course marking if applicable
- Thunderstorm or lightning strike within ½ mile: Stop event and bring all workers off of the course. Take appropriate shelter.
- Chief Safety Steward and Event Chairman will determine when to resume competition. Notify timing / scoring of approval to continue.

SOLO EVENT SAFETY PLAN, Continued

15. PROPERTY DAMAGE:

- Stop the event if required to address the situation.
- Determine no injury exists, or refer to "INJURY" category.
- Clear car from course, clean debris / use oil-dry if needed, replace course markings.
- Notify Site Contact
- Get all data to complete SCCA accident report.
- Notify SCCA risk management by telephone. See attached reporting procedure.
- Re-inspect car if competitor makes repairs and wants to make next run.
- Tech inspector notify timing / scoring of approval to run car.
- Consult Chief Safety Steward before restarting event: review course and barrier positions.
- Chief Safety Steward and Event Chairman will review entrant's request to continue in the competition. Notify timing / scoring of approval to continue.

16. INJURY:

- Stop the event if required to address the situation.
- Apply immediate first aid.
- If more than a simple band-aid is required, follow steps listed below.
- Transport individual to care facility, or call for ambulance if required.
- Notify "Contact" as identified on competitor's registration form.
- Notify Emergency medical service
- Notify Police if required
- Notify Site Contact
- Get all data needed to complete SCCA accident report.
- Notify SCCA risk management by telephone. See attached reporting procedure.
- Consult Chief Safety Steward before restarting event: review course and barrier positions.
- Chief Safety Steward and Event Chairman will review entrant's request to continue in the competition after treatment of injury. Notify timing / scoring of approval to continue.

17. FIRE:

- Stop the event if required to address the situation.
- Determine that no injury exists, or refer to "INJURY" category.
- Use extinguishers at site.
- Call Fire Department if required.
- Notify Police if required
- Notify Site Contact
- Get all data needed to complete SCCA accident report.
- Notify SCCA risk management by telephone. See attached reporting procedure.
- Re-inspect car if competitor makes repairs and wants to make next run.
- Tech inspector notify timing/scoring of approval to run car.
- Consult Chief Safety Steward before restarting event: review course and barrier positions.

18. OTHER (Any situation Involving Non-Entrant)

- Identify category as: INJURY or PROPERTY DAMAGE. Treat situations as defined above.

Copies of SCCA
documents & forms:

Liability insurance
certificate

Master plan summary

Participant Waiver

Minor Waiver

CENTRAL KY REGION – SPORTS CAR CLUB OF AMERICA SOLO EVENT PROPOSAL for LEXMARK

EVENT SITES AND REFERENCES:

LEXINGTON LEGENDS BASEBALL STADIUM

Rick Bryant, 859-252-4487
Director of special events,
Lexington Professional Baseball Company, LLC d.b.a. Lexington
Legends

UNIVERSITY OF KENTUCKY, COMMONWEALTH STADIUM PARKING LOT

Rhonda King, 859-257-5781
Student Affairs Officer
University of KY
Lexington, KY

EASTERN KY UNIVERSITY, LEACH DRIVING RANGE

Sherry Thomas, 859-622-2236
Traffic Safety Institute
Dept of Loss Prevention and Safety
253 Stratton Building
EKU
Richmond, KY

EASTERN KY UNIVERSITY, ALUMNI COLISEUM PARKING LOT

Jill Price, 859-622-1937
Events Coordinator
Community and Workforce Education
202 Perkins Building
EKU
Richmond, KY

CITY OF LEXINGTON DRIVING TRAINING PAD

Kevin Bennet, 859-425-2832
Operations Manager, Division of Solid Waste
Department of Public Works
Lexington-Fayette Urban county Government
675 Byrd Thurman Drive
Lexington, KY 40510

CENTRAL KY REGION – SPORTS CAR CLUB OF AMERICA

SOLO EVENT PROPOSAL for LEXMARK

BENEFITS:

PROVIDE OPPORTUNITY FOR COMMUNITY INVOLVEMENT

We propose the SCCA event supports the Lexmark concept of community involvement as outlined in the Lexmark Corporate Citizenship Statement: *"We are responsible to the communities in which we live and work, the environment, and to the world community as well," Lexmark institutionalized as one of its corporate values a dedication to goals larger than outstanding products and financial success.*

Such events can provide recreation and entertainment for participants and spectators, and offer a natural forum to showcase Lexmark support for local community activities.

PROVIDE RECREATION AND ENTERTAINMENT

PARTICIPANTS AND SPECTATORS will be from area SCCA members and guest entrants; Lexmark employees, and residents of Lexington and other communities (there is no charge for spectators).

Several LEXMARK EMPLOYEES are SCCA members and Solo II entrants and the event will offer the opportunity to compete in the Lexington area.

SUPPORT A LEXMARK SPONSORED ORGANIZATION

We propose our site rental fee be applied to one of the charitable organizations currently supported by Lexmark.

SUPPORT THE UNIVERSITY OF KY SOCIETY OF AUTOMOTIVE ENGINEERS STUDENT CHAPTER:

As an alternate to support of a Lexmark charity, we propose our site rental fee be applied to the UK SAE Chapter Collegiate challenge car program; a variation of the existing Lexmark support to the UK College of Engineering.

The UK SAE chapter will benefit from participation in competition driving events similar to the yearly SAE Collegiate Challenge Championship. Entry fees will be waived for all UKSAE participants.

SAE chapters from nearby schools may also participate in the Lexmark event as practice.

NOTES:

- Most site owners have absolutely no idea of what a solo event is. It is critical to explain everything that will occur on the site during an event.
- Municipalities have strict liability issues. Contact Deena Rowland at the SCCA National office for information and help.
- Cars left on the event site can be a safety hazard. Be sure to have an understanding with the site owner regarding moving parked cars.
- Corporate “Mission Statements” can be located on their websites, and often contain wording that supports providing facilities for Solo sites.
- Consider a sound control policy. The allowable sound level does not need to be overly restrictive, but the mere existence of a policy demonstrates additional evidence of a responsible organization.



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Solo Paperwork

Membership/Weekend Membership/Waiver Information

Membership Types

- First Gear – 18-24 years of age
- Regular – 25 and up, one person
- Family – husband and wife and children up to age 21
- Weekend – good for four days, acquire two over a 60 day period of time towards full membership

Pricing

- First Gear - \$45 (no regional dues)
- Regular - \$65 plus regional dues
- Family - \$85 plus regional dues
- Regional dues can vary from \$10 to as much as \$25
- Two weekend memberships to reduce the fee by \$30
- With a referral, the fee is reduced by another \$15
- With family membership, up to four weekend memberships can be used for a reduction of \$60
- Only one referral can be used for membership
- The referring SCCA member will also receive a \$10 reduction in their annual dues for each person referred

Weekend Membership Process

- Weekend member must fill out a three part form. One stays with the Region, one goes to the weekend member, one gets sent to SCCA at the end of the event. The Region is asked to send the forms to SCCA within 48 hours of the event.
- All of the weekend membership forms at the end of the event must be sent to SCCA along with the transmittal form.
- A Region pays \$5 to SCCA for each weekend membership. This payment doesn't have to accompany the forms when they are sent in.
- At a Solo or Rally Cross, non-SCCA members may ride along but must fill out a weekend membership form. The registrar will indicate "Rider" on the form and send along with the rest of the weekend membership forms. There is no cost to the Region for riders.
- In Road Rallies, one weekend membership form is used for a driver and a navigator.

Waivers

- All waivers must be kept for a minimum of seven years by the Region
- All minor waivers must be kept by the Region until that minor reaches the age of 25 years old
- If a member has a current "hard card", the waiver does not need to be signed
- Annual "hard cards" are available for all members
- There are two types of minor waivers. One is good for the whole year and one that is good for an individual event. Note – both parents must sign the minor waiver form that is good for the whole year. Indicate at the top of the form that the waiver is for "All Events" for the year.



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Information that SCCA Needs

- **Insurance**
 - *All Solo events must have insurance from SCCA. Once your schedule has been established, you should request an insurance certificate for each of the events from SCCA. The insurance application can be found on the SCCA website and must be filled out completely. Three items that are very important on the application are:*
 - *Make sure that the site owner has their name and correct information on the certificate as an additional insured so that they are covered.*
 - *Make sure that a Chief Solo Safety Steward has been delegated for the event.*
 - *Make sure that you check off what type of site is being used. There are twenty different options that can be checked off and this is used by the Site Advisory Committee to help Regions get new sites.*
 - *One of the advantages to requesting insurance early is that SCCA will let members in your area know about upcoming events. To insure that this happens, insurance needs to be applied for 60 days prior to the event. By also getting it in early, the event will show up on the SCCA calendar on the official SCCA website. The key is planning early.*
 - *If your event gets cancelled for some reason, let SCCA know as soon as possible and you won't be charged for the event.*
 - *Once you have received the Certificate of Insurance for your event, make sure that you have it posted in a prominent place. One of the best places is a score board*



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Communication Information

The attached is an excerpt from a letter written to all Solo Organizers and Officials in January 2014. The letter came from Howard Duncan, VP of Rally and Solo.

It is our goal throughout 2014 to continue to improve/expand our communication with you as leaders of the Solo Community. This effort will include SportsCar magazine, the e-newsletter SoloMatters, the SCCA web site, and direct email correspondence such as this letter. Additionally, we hope to see many of you at the SCCA National Convention and/or Divisional Conventions. The Solo Development Coordinators (SDC) will also be contacting you directly. The SDC's were formerly known as the Divisional Solo Stewards, but their tasks have been modified as indicated in the 2014 National Solo Rules (www.scca.com) and they now operate as an extension of our Regional Solo Development Managers, Velma and Raleigh Boreen. These folks will be working on a variety of means to help you put on better and more successful Solo events. More information will be coming soon about their efforts.

However, the primary purpose of this letter is to follow up on our correspondence from last summer and fall on the Solo Data Collection project, as 2014 will be the year this effort kicks into high gear. I have attached some of the previous correspondence if needed for background. However, for this letter I will just summarize the "why", "what", and "how".

Why are we asking for this information?? Primarily we are asking so that as an organization we have a better understanding of our members and competitors so that we can make better decisions regarding rules, marketing, event promotion, and Club projects/strategies. Currently we do not even really know how large the Solo Community is and the frequency of participation.

What are we asking for?? At minimum we need the name, class, and member number for each participating member. However, also very useful, but optional at this point, would be the make and model of the car, car number, and best time – all things that are part of basic event results.

How would you go about reporting this information?? If you are using AXware the SCCA has paid for a free upgrade that will allow you to submit the requested data directly to SCCA. A similar situation is in the works for those using Pronto Timing Systems. If you are using another system or a homegrown

system or you are not sure about how to use your AXware or Pronto Timing Systems software, contact Brian Harmer with SCCA at 800-770-2055 or at bharmer@scca.com for assistance.

Assisting us with this project will result in making the Solo program even better. By the way, this data collection project will also be part of a new SCCA Solo participation recognition program that will be launched next month. Look for news on this soon.

Thanks for your efforts in keeping the SCCA Solo the best autocross program in the country!!

Sincerely,

Howard Duncan, SCCA VP, Rally/Solo



"THE SOLO COOKBOOK"

Ideas and Suggestions on how to develop, how to build and how to grow a Solo Program

Audit Forms

At the completion of your event, your Region is required to submit an Audit Report to SCCA. This form can be found on the SCCA website. The following are the items that need to be included in that report:

- *Number of people who competed at the event*
- *Payment for insurance and sanctioning, which total \$11.00 per competitor*
- *Something new for 2014 is SCCA is requesting that a set of results that includes driver's name, car type, class and membership number. This information will be used to help understand Soloing all over the country. There is a letter from SCCA in the Section 5 of the Cookbook that explains this much better.*



"THE SOLO COOKBOOK"

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Equipment

We know that it is obvious but you need to have equipment to run a Solo program. What are the types of things that are needed? Some are essential and some make the event run smoother. Here is a list of items that we recommend.

- ***Absolutely must have:***
 - *Cones – these are available through SCCA and other businesses locally. We recommend the 18" size.*
 - *Flags – you will need red flags at each of your corner stations in case a car needs to be stopped on course.*
 - *Timing device – you need some type of timing device, preferably electronic vs. stop watch.*
 - *Way to record times and penalties – paper system or computer*
 - *Fire extinguishers – to be at each of the corners, in grid and at the starting line. A couple of extra would not be a bad idea.*
 - *Oil dry and brooms.*
 - *Score board - to post times*
 - *Drywall or chalk - mark around cones*
 - *Garbage cans or bags – keep the site clean*

- ***Things that are nice to have:***
 - *Extra loaner helmets*
 - *A computer - timing and scoring*
 - *A display*
 - *A line marker - outline the course*
 - *Radios for corner stations – so incidents can be called in*
 - *Safety vests – used for workers and safety stewards*

- *Gas or electric blower – clean off course*
- *Generator – power on site*
- *Clip boards – timing and scoring*
- *PA System/Announcer – make provisions so that the announcer has current information. PA can be used for announcements during the day.*
- *Trailer or bus – to haul equipment*

SBR Trailer Inventory	Quantity	Labels (Box)	
		Lloyds Old Time Sheets (Pads)	2
Course Items/Timing		Gray Tote Box #5	
Purple Rubbermaid Container		Clipsboards	?
Helmets	6	First Aid Kit	1
Gray Tote Box # 11		Plastic Containers	?
Helmets	2	Misc Pens	?
Blue Rubbermaid Container		Stapler with Staples	1
Dry Wall & Yellow Lumber Yard Markers		Extension Cords (10 to 15 Feet)	2
Tan Rubbermaid Container		Gray Tote Box #6 (Radio)	
Radio charging stations/Chargeable		Radios/Cases/Pens and backup	10
Batteries and Battery Charger/Grid Vest/		Batteries (3 per Radio)	
Safety Vest/Worker Station Containers with		Course Control Radio	1
Clip Boards, Pens & Corner Sheets/Corner		Grid Radio	1
Sheets		Starter Radio	1
Black Crate (by side door)		Timing Van Radio	1
Course Marker Broom	1	Batthey Box	1
Orange Flag	1	Manual Box	1
Receiver	1	Post-it-Notes Boxes	2
Red Flags	10	Gray Tote Box #7 (Photoheads)	
Trailer Hitch Stand	1	Laser Photoheads with Stands	2
Umbrellas	8	Laser Reflectors with Stands	2
Wheel Chock	1	Infra-Red Emitters	2
Yardstick	1	Infra-Red Sensors	2
Blowers (Gas)	2	Gel-Cell Batteries (12-V)	4
Gas Containers	2	Reflective Aiming Board	1
Brooms	6	Gray Tote Box #8 (Timer)	
Oil Dry Containers	9	JA Circuits Timer	1
Canopy	1	Instruction Book	1
Score Boards (Double Sided/Wooden)	2	PowerSonic Battery Charger	1
Rolls of Paper for Posting Boards (Length ?)	4	Timer power Cables/Connectors	4
Display Stand for Car Show	1	Alligator Battery Clips	1
E-Z Up (Green)	1	Cigar lighter with extra output	1
Fire Extinguishers	9	Phone Plug (1/4")	1
Flour Containers	9	Misc Parts for Timer (Fuses, etc)	1
Blue Course Marker	1	JAC Cable/Emmitter Support Boxes	4
Metal Sign (Sign Waiver Past This Point)	1	JAC Cable Reels	4
South Bend Banner - Cardboard	1	Blue Reel (250' of Cable)	1
SCCA Banner - Foamboard	1	Blue Reel (105' + 43' of Cable)	1
SCCA Banner - Cloth	1	Black Reel (60' + 95' of Cable)	1
Pylon Carts	2	Black Reel (37' + 96' of Cable)	1
Pylons		PVC Cable Winding Tubes	2
Green/black base	44	Computer Inventory	
Orange/black base	267	Clear Plastic Tote with Purple Lid	
Orange/orange base	178	SBR Items For Sale	
Yellow/black base	78	Black Hats	7
Styrofoam Coolers	6	Gray Hats	11
Styrofoam Lids	10	Gray T-Shirts	
Gray Tote Box #1		Large	1
Canopy & Frame Parts	1	X Large	5
Gray Tote Box #2		XX Large	1
Paper Plates	50+	White Crew Shirt	
Paper Towels (Rolls)	2	Large	1
Toilet Paper	4	White T-Shirt	
Gray Tote Box #3		Medium	2
Barricade Tape Rolls (2@200' & 1@500')	3	Large	2
Glass Cleaner (Spray Can)	1	Box with Misc SBR/SCCA Decals	1
Bungee Codes (Bag/Misc Sizes)	1	Old Awards	
Weedeater Manual	1	Briefcase (Grissom 2006)	7
Engine Oil (12 ounces)	1	Cooler Jugs (Box)	6
E-Z Up Tie Downs (Bag)	1		
Suntan Lotion (Misc kinds/sizes)	5	Registration	
Chain (Bag---10')	1	Gray Tote Box #9	
S Hooks	12	Registration Paperwork/Supplies	
Galvanized Floor Flange	8	Gray Tote Box #10	
Recovery Strap	1	Registration Paperwork/Supplies	
Hoosier Flags and Banners	4?	Chairs	3
Trash Bags (Box)	1	Tables (6')	4
Gray Tote Box #4		Clear Plastic Tote with Blue Lid	1
File Folders (Box)	1	Past Event Signed Solo Waivers	
Paper (Ream)	1	SCCA Brochures (Get Real Fast) (Boxes)	2
Envelopes	5?	Orange Crate	
Rubber Bands (Bag)	1	SBR Race Forms	

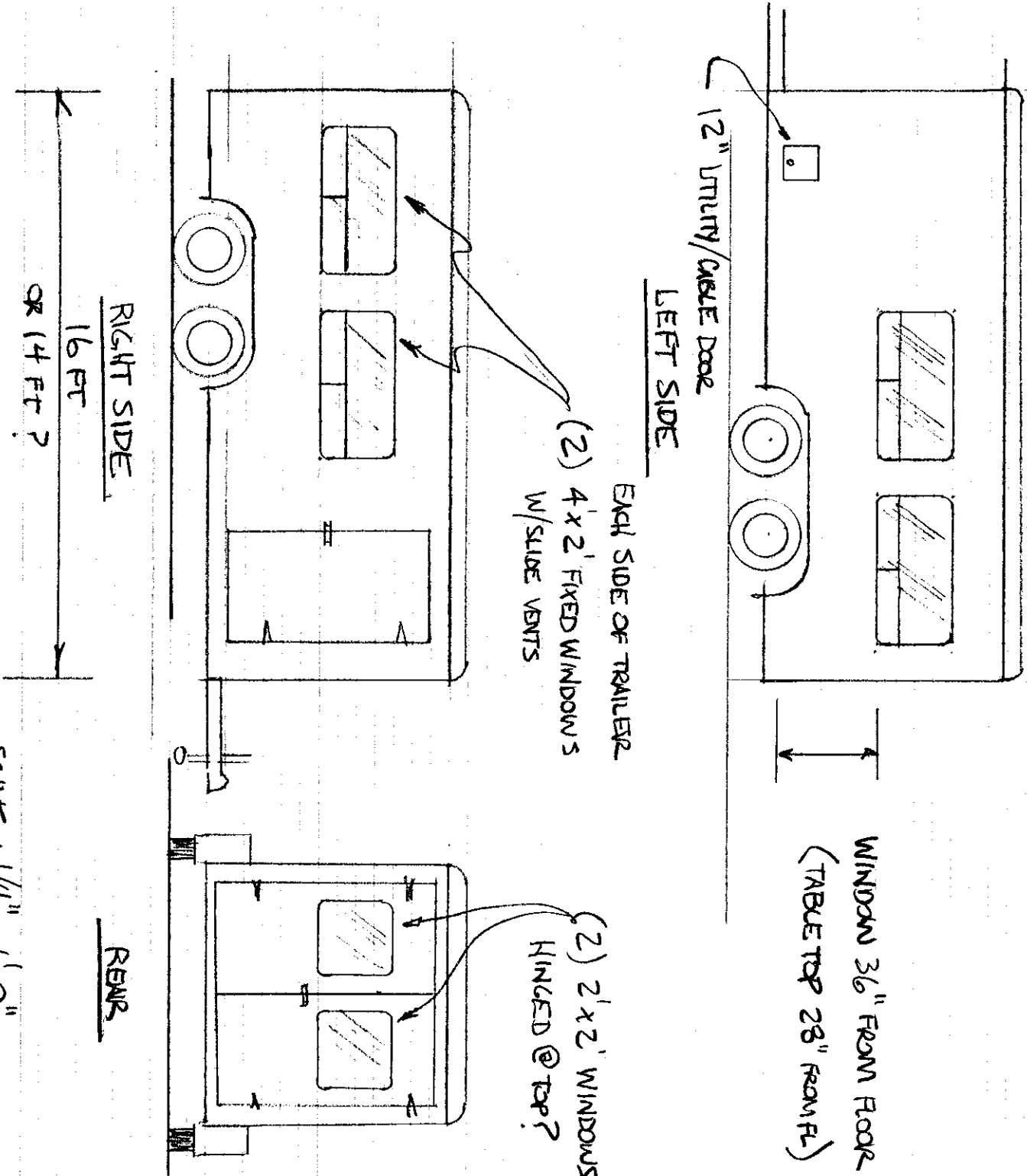


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P.O. Box 1287 (46801)
7614 Opportunity Drive
Fort Wayne, IN 46825
(260) 487-7777

Engineering Data

Project SBR SCCA T/S TRAILER
Project No. _____
Design _____
Engr./Tech. _____
Date _____

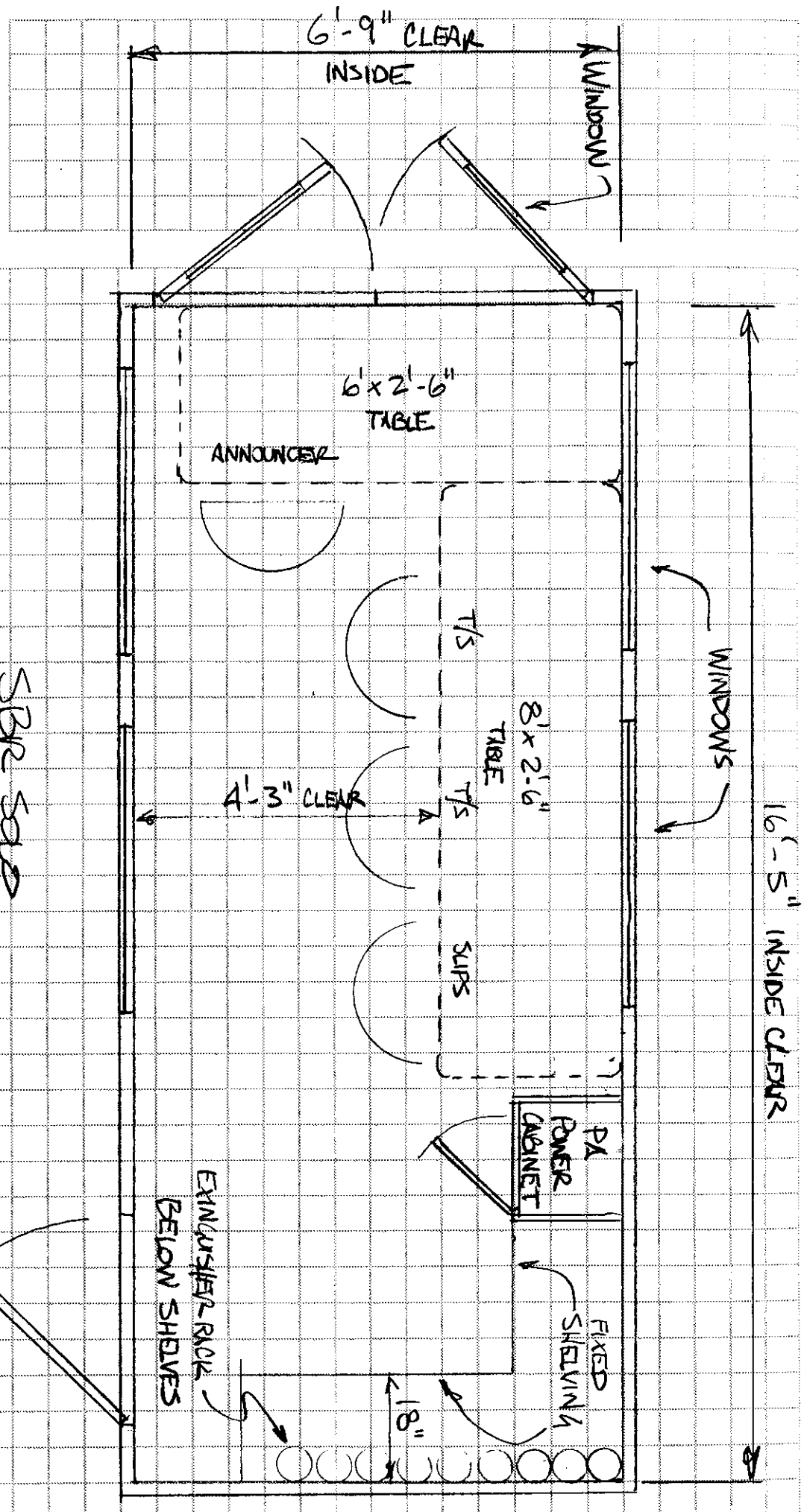




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Planning Design and Management
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550 Union Street
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"THE SOLO COOKBOOK"

Ideas and Suggestions on how to develop, how to build and how to grow a Solo Program

Registration

Registration is that "first touch" that a Region has with a competitor. How registration is run can set the tone for the entire day or weekend.

- *What can be done to make registering for an event smooth, efficient, friendly and painless?*
 - *Friendly – an important key to registration is having friendly people in registration. Of course the people working registration should be competent but having a smile on their face is important.*
 - *Signing the waivers – One of the requirements at all Solo events is signing the insurance waiver. When dealing with waivers, there are a variety of waivers. Some of the competitors will sign the regular waiver, some will show you a hard card so they don't need to sign the waiver and then there are parents who also have minors with them and there is a special waiver for minors. The best place to have people sign waivers is for them to sign at the entrance to the site. This works well if you have a controlled entrance. If you don't have this, registration becomes the next best spot.*
 - *Weekend membership forms – Weekend membership forms are typically taken care of at registration. Our recommendation is that you have a greeter near the registration line, asking people who are not SCCA members to fill out the weekend membership form. This can also be used as a great opportunity to welcome people to the site. There's that friendly aspect again! There is more information about weekend memberships and how they are handled in Section 5 of the Cookbook.*
 - *Paying for the event – There are three different scenarios for handling payment at a Solo.*
 - *Registration on-line*
 - *With most of the on-line registration systems, a person can register and pay for the event with a credit card. When using this system, there typically is a small fee by the on-line registration company.*

- *Registration can be done on-line and there will be an option that you can pay when you arrive at the site. If a Region chooses to do this, there is no fee from the on-line registration company.*
- *The three most popular on-line registration services are:*
 - *AXWare Systems – axwaresystems.com*
 - *MSR – motorsportreg.com (SCCA uses this service)*
 - *My Auto Events – myautoevents.com*
- *If you have chosen not to take advantage of pre-registration, you can register at the event and pay the fee at the event. Many Regions now charge a higher fee for walk-up registration. When paying at the site, the Region will take cash, checks or use a “Square” to pay for the event. If you are not familiar with the “Square”, it is a small electronic device that can be obtained through your bank and it allows you to accept credit cards.*
- *Using a computer – If you have two computers for registration, one can be dedicated for those who have pre-registered and one can be used for the walk-ups. By using two computers, this allows you to have two lines and keep the lines moving faster. If you are only using one computer, our recommendation is that you only enter the needed information into the computer: (name, car, class, car number, Region). If you try to enter all contact information into the computer, the line will be long and you will have some unhappy competitors.*
- *Car number and class – All competitors need to let registration know their car number and class. If they need help in determining the classification, we would recommend that the competitor take their car to tech and ask the tech people for help in classifying the car. Once that has been done, it is the competitor’s responsibility to go back to registration to let them know what class they will be running.*
- *The line – The line or lines at registration can hurt overall feel of an event and people’s attitudes at the event. If people have to stand in line for a long time, it will have an adverse effect on how the rest of the day goes for everybody. The goal should be to process people as quickly as possible and yet get all of the information that you need. By using a greeter to determine members, non-members and pre-registered people, it can help the flow of people to the correct lines. Using tech to help with car classification can help keep people moving as well. If you are able to process people quickly and efficiently, they will want to come back to your events.*



"THE SOLO COOKBOOK"

Ideas and Suggestions on how to develop, how to build and how to grow a Solo Program

Driver's Schools

Driver's schools are one of the best tools that a Region can use to get new people and experienced people excited about Solo. There are many different types of schools available and all of them serve a very good purpose in improving driving skills. Basically there are two types of schools: Regional schools and Professional schools.

- **Regional Schools**
 - *Most Regional Schools are one day events. In some cases, Regions will have a "chalk talk" on a Friday night prior to the all-day school on Saturday.*
 - *We've seen three different types of Regional Schools:*
 - *A school open to experienced and novice drivers that stresses elements of an autocross course. At the end of the day, the elements are linked together into a course so drivers can see how everything flows together.*
 - *A second type of school is one that is for Ladies Only. This type of school can really help bring in more wives, girlfriends and daughters into our sport. All of the instructors are women and the guys are there to do the heavy lifting and chasing cones. This is a great way to help a program grow.*
 - *A third type of school is where a Region sets up a complete course and have people driving through the course during the day with instructors riding with them, giving them tips. This type of a school is more for people with some experience.*
 - *At a driver's school, if you have enough people, it is an opportunity for you to expose the students to other facets of a Solo event: timing/scoring, registration or tech.*
 - *Typically at a school, there will be a group of people driving, a group of people working and a group of people observing or checking out other facets of a Solo event.*
- **Professional Schools**
 - *Currently there are three different professional schools available that we are aware of.*
 - **Starting Line Program**



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 - **Starting Line Program**

- *This is a program through SCCA that is aimed at non-members. It is an opportunity for people with fun cars to come out and experience what SCCA is all about. It is a great opportunity for them to drive their cars enthusiastically and get a good taste of what Solo is about. You can find more information on the Starting Line Program at sccastartingline.com*
- **Evolution Driving Schools**
 - *The Evo School is one of the best known and longest running performance driving schools in the country for Soloists/Autocrossers. Most of the instructors are current or former National Champions so the training is absolutely top notch. The Evo Schools have a couple of different levels, depending on your experience level. If you have already taken the Level 1 School, there are several other options available to you. You can contact the Evo website at evoschool.com*
- **Solo Pro Driving School**
 - *This is another school that has outstanding success training new Soloists and potential National Champions. This school is based off the East coast but they hold schools all over the country. Several different levels of schools are offered, depending on your audience and their skill set. They have both one and two day schools. You can contact Solo Pro at soloprodrivingschool.com*

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Novice Programs

Novices. Newbies. Rookies. Call them what you will but these folks are the key to growth and evolution in your Solo program. You only get one chance to have a good first impression. A good novice program will help you so that you are always putting your best foot forward as a Region. The keys to a successful novice program are identifying the new people; being friendly; helping them at the event; and making sure that you have contact with them after the event. If you leave out any one of these steps you could be in trouble with your novice program.

Here are some suggestions on how to set up a novice program:

- *Appoint a novice chief and if you have enough extra people, make sure that person has some help.*
- *Ask the novice chief or a designated person to be a greeter at registration to help identify the new people.*
 - *Help the person through registration and potentially the weekend membership.*
 - *Help the person to find tech and the proper classification of their car.*
 - *Let them know that there will be a novice walk prior to the start of competition.*
- *The course walk*
 - *The first thing that should be done is talking about the down and out rule. Another good thing to do at this time is to talk about working the course.*
 - *The course walk is important to try to help people identify the different elements that they are looking at.*
 - *Make sure that the course walk is done early enough so that when you are finished, there is still time prior to the driver's meeting for them to walk on their own.*
- *Now it's time for competition.*
 - *Our suggestion is to identify the novices at the event by putting something on the front of their car – a special piece of tape on the bumper – a colorful dot on the windshield or something else that identifies the driver as a novice. By identifying the*

car, this will help your starter, your grid people and it will be easy for your novice chief to find the people that they are working with.

- *Our suggestion would be to have the novices run with their normal class. Some Regions have all of the novices run and work together but this can cause some issues with working the course. By running with their normal class, they will meet people that have cars similar to their car.*
- *If the novices are running in different heats, our suggestion is that you use an index to rank all of the novice drivers.*
- *Most Regions allow a novice to compete in the novice class for one full season. Many Regions give out a “Rookie of the Year” award for the top finishing novice. Another idea that Regions have come up with is once a novice has won their class three times, they “graduate” to their regular class.*
- **Follow-up**
 - *The follow-up is what sets the successful novice programs apart from the others. Our suggestion is that the novice chief congratulates all of the novices at the end of the event and then works with registration to get all of the contact information for the novices.*
 - *The novice chief follows-up the first of the week after the event by phone call, e-mail or handwritten note, thanking the people for being at the event, finding out if they had fun and inviting them to future club activities.*
 - *Another great tool is for the novice chief to contact the people prior to the next event, inviting them to join you again.*
 - *Follow-up is the key. By having personal contact with the new people, your chances of them coming back and joining the club are much greater.*

Working the Course

Penalty

If down:



If not touching box:



No Penalty

If any part touching box:



Pointer cones do not count



Signals



One Penalty
Cone (Plus 1)



No Penalty



DNF

Radio Calls

Corner 1: "Control, this is Corner 1."

Control: "Go ahead, Corner 1."

Corner 1: "Number 52, C-Stock, Plus 1"

Control: "Number 52, C-Stock, Plus 1"

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✓ Do:

- Report for work early
- Check supplies: radio, red flag, fire extinguisher and extra cones
- Agree on duties:
 - Most experienced worker operates radio
 - One worker holds red flag, unfurled but gathered in hand, ready to wave in a safety situation
 - Other workers spread out, safely locating themselves near where cones are being hit, and replace cones
- Know which cones are your responsibility
- Check cone placement both before and during heat
- Replace cones as quickly as possible, without endangering yourself
- Red flag a car if there is a safety issue unfolding for the workers or any car on course. *If in doubt, always err on the side of safety!*
- Pay careful attention to cars and cones at all times



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✗ Don't:

- Sit down
- Turn your back to cars on course
- Socialize
- Use cameras or iPods
- Leave your post

19MR08 PDF

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Timing and Scoring

- **What is Timing and Scoring?**
 - **Timing**
 - *The use of time as a measurement/evaluation system.*
 - *The means of grading vehicles and/or competitors.*
 - **Scoring**
 - *A method to evaluate competitors for final ranking.*
 - *The basis of determining class winners and champions.*

- **What are the minimum needs?**
 - **A timing system: three popular timing systems are:**
 - *JACircuits*
 - *Farm Tek*
 - *Race America*
 - *New systems are being developed all the time. Check with Regions around you to find out what they are using.*
 - **A system to log the times:**
 - *Paper tally system*
 - *Computer-aided, software such as AXWare, Pronto or a locally designed system*
 - **A time keeper**
 - *Person to keep track of the competitors and classes*
 - **A sorting method**
 - *On paper – organize by classes and then times*
 - *Computer sort on a spreadsheet*
 - *Automatic by dedicated software*

- **Let's look at three ways to handle Timing and Scoring**
 - **Simple way:**
 - *Have a timer that displays times*
 - *Have a person recording car number, class, cone penalties and time for a given run*
 - *At the end of the heat, check sheets for fastest times and mark by circle or highlighter*
 - *Post results*
 - **Evolution from the simple way:**
 - *Have a timer that displays times*
 - *Have a person recording car number, class, cone penalties and time for a given run*
 - *Set up an Excel spreadsheet to enter the information*
 - *Sort data by class and time then print*
 - *Post computer generated results*
 - **Computerized way:**
 - *Have a timer that displays times and sends data to a computer*
 - *Have a person recording car number, class and time for a given run (to potentially use as a back-up)*
 - *Have a person record cone penalty, either visual or via radio*
 - *Have a computer operator to verify times and add cone penalties*
 - *Have an auditor verify raw times, written times, cone penalties, number and class versus computer times*
 - *Post computer generated results*
 - **Timing and Scoring System Enhancements**
 - *Pre-registration check off and accessible database for walk-ups (suggest to have two lines – one for those who have pre-registered and one for the walk-ups)*
 - *Grid organized by class and car number with multiple driver cars easily identified*
 - *Run/Work order sorting*
 - *Electronic time displays*
 - *Timing crew consisting of time recorder, cone penalty recorder, computer operator and auditor*
 - *Announcer with computer screen with real time placing*
 - *Time writer at course exit, handing out time slips*
 - *Class lists and worker lists*
 - *Bar coding of each competitor for scanning as they approach the start line*



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Solo Course Design

- *A good course design can make the competitors very happy. In turn, a poorly designed course can create a lot of problems for workers, timing and scoring and unhappy competitors. You don't want to make the event be a cone hitting contest. Competitors and workers are unhappy with a poorly designed course.*

- *Keys to a good course:*
 - *Choose a course designer who has run local events, potentially Divisional events and even National events. That person will have a broader perspective of what can be fun and what will work with the lot.*
 - *Remind a course designer that their course may be modified for safety reasons or better flow and clarity. Courses are a very personal thing and it is easy to have a course designer to get upset when they see their layout being changed. Error on the side of safety and the "fun factor".*
 - *Course designers need to be at the site a minimum of 90 minutes prior to the start of registration. The goal is to have the course completed and safety checked prior to the start of registration. Make sure that the Chief Solo Safety Steward for the day is there when set-up is taking place.*
 - *If you are at a new lot or have a new course designer, make sure that you visit the site well in advance to determine where drains, light poles, curbs or any other obstructions are located. It is great if you can create a course map prior to the event, realizing that the actual course may differ from the map when the cones are in place.*

- *One of the foremost course designers in the country is Roger Johnson from Houston Region. We have included a 14 page Course Design Book.*

Solo Course Design 2013

presented by




assembled and updated by
Roger H. Johnson
Houston, Texas

Introduction

- **Credits**
 - This booklet is a plagiarism of the experiences of **Karen Babb, Gregg Lee, Jim Garry, Mark Sirota, Team.Net,** and myself, **Roger H. Johnson** (of no sheep and no yellow 'Vette)
- **Today's presentation is broken up into 5 categories**
 - A brief description of each of these categories follows

Agenda

- **Fundamentals** 
- 10 Basic Concepts
- So you have a Blank Piece of Paper...
- Elements, Dimensions and Real Speed
- Summary and Questions

Fundamentals

*avoiding all that stuff that can
mess up a perfectly good course*

- **Make a scale map**
 - Show “known places”
 - Dimensions of parking stalls, and/or Concrete square dimensions
 - Surface Imperfections, Site access points, light poles and curbs
 - Benefits of a scale map include
 - Know where the fast/slow parts of your design are likely to be
 - Know that the finish is safe
 - Hand out maps accurately showing workers their area of responsibility
- **Then place start and finish lines**
 - Establish clear access to the start and from the finish
 - Avoid “drag race” starts to ensure a fair start for all competitors
 - Provide a safe finish
- **Timing and scoring location**
 - Ensure timing crew can easily read car numbers and view the entire course
 - Keep timing equipment and crew clearly out of harms way (i.e. a spinning vehicle)

Fundamentals

(continued)

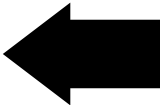
- **Consider placement of the course workers**
 - Safe workstation positioning
 - Workers do not have to cross one part of the course, nor is the station placed in the path of a predicted spin point
 - Ensure they can See all of the pylons within their responsibility
 - Keep pylons close enough so they can be placed without start delay or a red flag
- **Check out the conditions of the surface**
 - Avoid sections of the pavement that are breaking up or bumpy
 - Avoid patches or treated areas
 - Beware of fluid spills, sticky tar, etc.
 - Avoid drainage grates, manhole covers, or any other non-movable objects
 - Add any unknowns to scale map
- **Allow for multiple cars (site and timing software allowing)**
 - Can two cars (or more) safely be on course at once?
 - Do adjacent section conflicts prevent full use of the time available?

How to Keep Your Solo Peers from Killing You...

Do Not

- **Get them lost or make them hit cones!**
 - DO NOT include too many pylons creating effect known as the “Sea of Pylons”
 - DO NOT space pylons the same or similar distance as the gate width
 - DO NOT place the next gate out of their line of site
 - DO NOT fail to line the course (when possible)
 - DO NOT place a cone(s) with the only intent of “boy, will THAT one get creamed!”

Agenda

- Fundamentals
- 10 Basic Concepts 
- So you have a Blank Piece of Paper...
- Elements, Dimensions and Real Speed
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10 Basic Concepts

- 1.) **Be a Commercial Artist**
- 2.) **Use Creativity**
- 3.) **No Hidden Agendas**
- 4.) **Be Familiar with the Solo Course Design Rules**
- 5.) **Make the Course Flow**
- 6.) **Use Elements that Favor Horsepower and
Elements that Favor Handling**
- 7.) **Use Pointers and Directionals Correctly and Sparingly**
- 8.) **Line the Course, when possible**
- 9.) **Place Gates to Avoid Visual Confusion**
- 10.) **Walk/Drive Your Course with the Intent of Improvement**

1.) Be a Commercial Artist

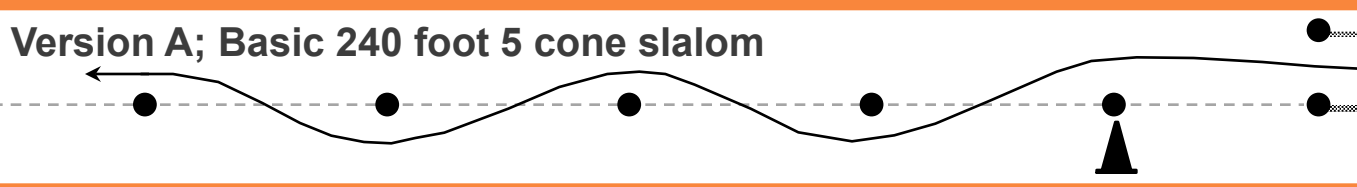
- **As a course designer, you will become an artist; according to Webster, an artist is “one who professes and practices an imaginative art”**
 - Believe me, imagination is required to create a course that is interesting and fun to drive - and when the course design is completed, you will feel like you have created a piece of art!
- **A Fine Artist is:**
 - An artist whose main goal is to please themselves, and then everyone else can like it or ‘stuff it’
- **A Commercial Artist is:**
 - An artist whose main goal is to please the customer, while pleasing themselves as well

**Be a Commercial Artist
not a Fine Artist**

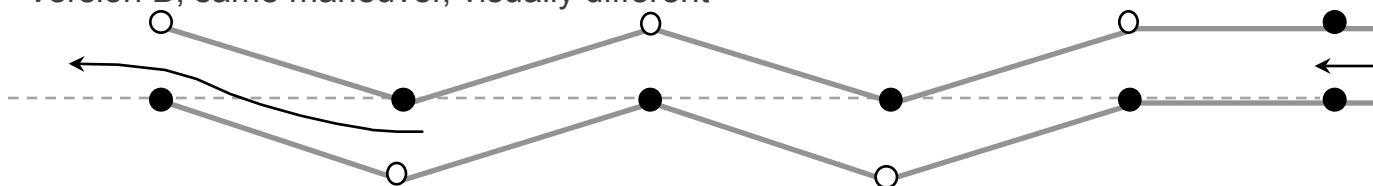


5 Cone Slalom

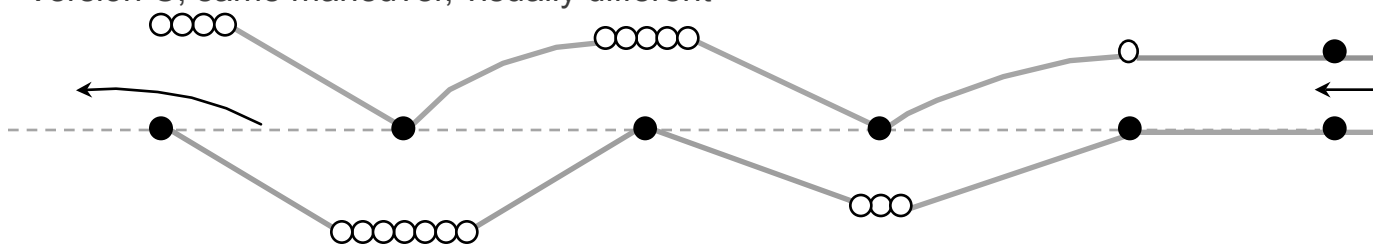
Version A; Basic 240 foot 5 cone slalom



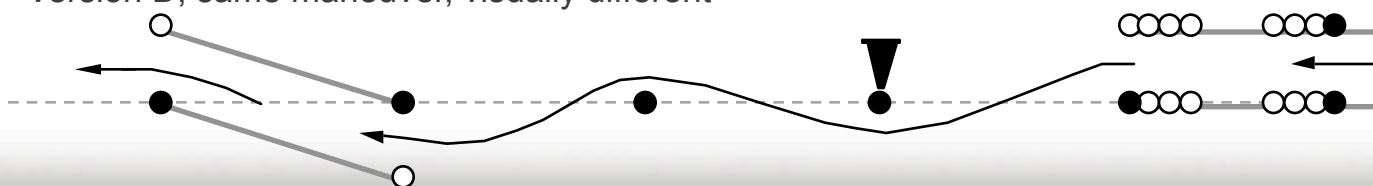
Version B; same maneuver, visually different



Version C; same maneuver, visually different

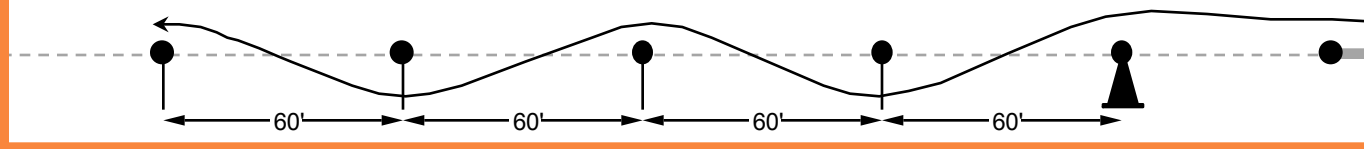


Version D; same maneuver, visually different

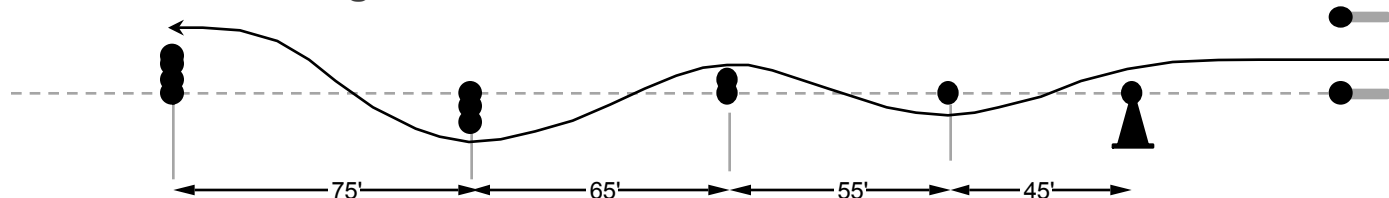


5 Cone Slalom (continued)

Version A; Basic 240 foot 5 cone slalom

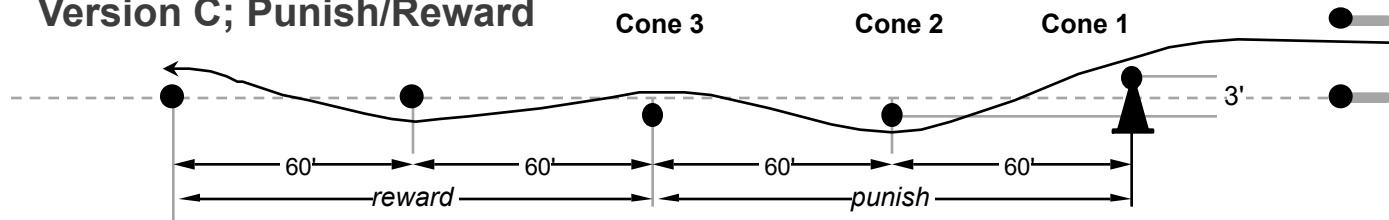


Version B; Change for interest



Note: Version A & B are both 240' long. Version B offsets one cone width for each gain of 10' in slalom length, resulting in a more interesting maneuver of the same nature. The increase in distance prevents the maneuver from becoming painful

Version C; Punish/Reward

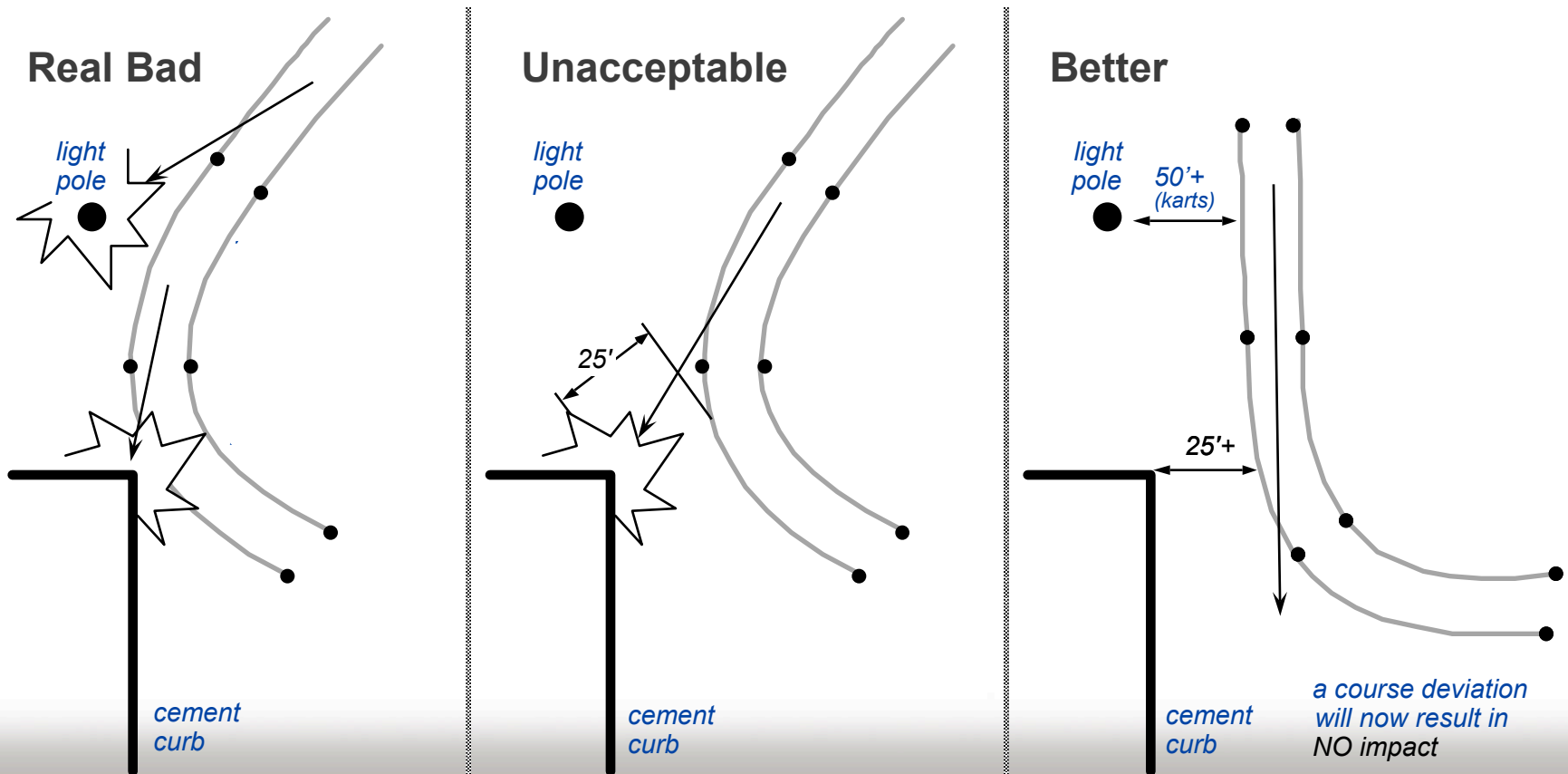


Note: Cones 1 & 2 are offset 3' the hard way with cone 3 offset 1.5' the easy way. This opens up a "Lotus freeway" through the last 3 cones of the slalom. To make the punishment bearable, be sure to allow adequate set up area prior to the punishment, otherwise the punishment becomes painful

2.0 Diagrams

- 2.1.C The course boundary shall not normally pass closer than **25 feet** from solid objects
2.1.D **karts**... ..upright solid objects on site within **50 feet** of the course.
This does not include curbs

The "better" example shown here is considered minimum. Greater distances from Stationary objects is always better



2.0 Diagrams (continued)

2.1.E Negative cambered turns will be avoided if at all possible

Note:

off camber rights are worse than lefts, but both can be bad. The off camber left has the driver's weight working in its favor

Note:

Parking lots generally have a slight grade built into them to promote drainage of water. They usually drain away from the light poles (duh...) Be familiar with the terrain/grades of your course area so that you can purposely avoid designs that promote off-camber turns as is shown here in this exaggerated illustration

Negative Camber Turn

Direction of car

lift

A Car tends to roll left on a right turn and right on a left turn. So, use the hill to counteract this phenomenon on a sharp turn

On Camber Turn

Direction of car

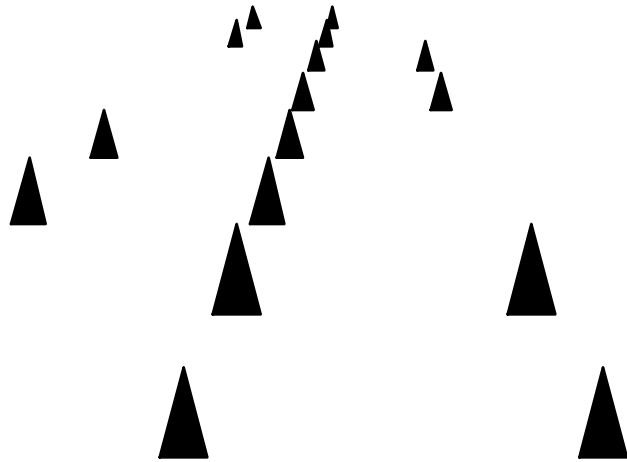
lift

Sewage Grate
Area

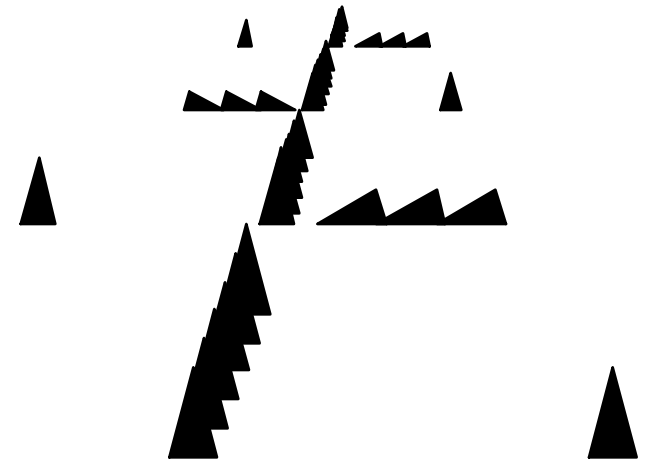
Sewage Grate
Area

Lane Change Perspective View

sea of cones



better





"THE SOLO COOKBOOK"

Ideas and Suggestions on how to develop, how to build and how to grow a Solo Program

Challenge Events or How to work with other Regions

- *Here is an idea on how to run a challenge event between Regions. You get the opportunity to have some Region pride because you will see how your members compete against members from other Regions. This system works for anywhere from two to five Regions competing against each other.*
 - **Points System**
 - **1st place 5 points**
 - **2nd place 3 points**
 - **3rd and lower 1 point**
 - **Points are award to one competitor from each challenge Region per class. Each competitor from a non-challenge Region will not be awarded any points.**
 - **Example:**
 - **CSP class**
 - **1st place – Region A 5 points**
 - **2nd place – Region A 0 points**
 - **3rd place – Region B 3 points**
 - **4th place – Region C 1 point**
 - **No more than 5 single car classes will be counted for points. By allowing only 5 single car classes, it allows for smaller and larger Region to be competitive with each other.**
 - **Points will be totaled for each Region. The challenge Region with the most points will be awarded a trophy. One suggestion – if you are going to do this on a yearly basis, our suggestion would be to have each Region put in \$20-\$25 for a traveling trophy.**
- *In some areas of the country, there may be a site that is used by more than one Region. If that is the case in your area, another suggestion would be to hold a challenge event that is a*

Regional points event for each Region. The responsibility for running the event could be switched from one year to the next so that each Region involved has the opportunity to put their best foot forward. This will also help make sure that 3 or 4 events in an area aren't hosting smaller events all on the same weekend. This allows for larger classes and good competition between Regions in a given geographic area.

- ***One thing that we would recommend is to compare schedules with neighboring Regions well before the season gets started. This does two things. You are not competing against another Region close to you for competitors and it allows for members to travel to other events outside their own Region. By going to other Region events you can get ideas on how to improve your own events and your program. Stealing good ideas is "OK".***

2014 Great Lakes Solo Series (GLSS)

1. Event organizers should contact the GLDIV SDC to request a date for a GL Series Event.
2. All GL Series Events must be sanctioned by the SCCA and must adhere to current SCCA Solo Rules.
 - a. Regions are allowed to run local classes at the GL Series Event.
3. Event organizers must forward official results containing the following information for each entrant to the GLDIV SDC within seven (7) days after the event:
 - a. Entrant's full name and contact information
 - b. Car class, number, make and model
 - c. Raw times with penalties for each run
 - d. Entrant's membership number and Region of Record
 - e. It is preferred that the information described above be provided the day of the event if possible. If a computer is used for registration and/or event results, then an electronic copy and a hard copy print-out is preferred. Results will be posted on the Great Lakes Solo Series website so that organizers do not need to send out results.

Series Points and Awards

1. The GLSS will be comprised of typically 4 to 8 Solo Events per year. This number will be set before the beginning of the competition season, but may be subject to change due to circumstances beyond the GLDiv SDC's control. The points are given for "Days of Competition" so the GLSS could find itself with 6 events but 8 or 9 days of competition.
2. GLSS Points and Championship Awards will awarded for each day of competition as follows:
 - a. DNF.....=20 Points /Day
 - b. DNS or DSQ.....= 0 Points/Day

$$\text{Points/Event} = 100 - \left(900 \times \left(\frac{\text{Entrant's Time} - \text{Class Winning Time}}{\text{Class Winning Time}} \right) \right)$$

<u>Total # of Days/Series</u>	<u># of Days to Qualify</u>	<u># of Days Used</u>
4	2	3
5	3	3
6-7	3	4
8-9	4	5
10-13	5	7
14-16	6	9

5. Ties will be decided by head-to-head competition
6. Series awards will be distributed in accordance with the current SCCA Solo Rulebook, based on the average number of competitors in each car class **OR** the total number of series-eligible entrants in each car class, whichever provides more awards. Non-eligible competitors finishing in a series award position will not be given an award and the award positions for the associated class will be increased by one if more eligible competitors exist in the class.

Competitors

1. Competitors may enter each event only once and may not enter an event in more than one car class.
2. Competitors must be members of a Great Lakes Division Region to earn series awards.
3. The official GLSS Logo Sticker must be displayed in an upright position on both sides of each competitor's vehicle during GLSS event competition. There may be a charge to the competitors or Regions for the Series Stickers.

3. Competitors who complete at least one timed run per day of an event will receive a minimum of 20 points for that day.
4. Competitors must compete in the number of GLSS events indicated in the following table in the same car class to qualify for Series Awards. Only one award will be given to competitors who qualify in more than one car class. Competitor's best GLSS finishes will be used to compute series points in each car class based on the table below. Scores used for series points will be rounded to the nearest whole point. Maximum score for non-winners is 99 points.