SCCA RoadRally

GTA
RoadRally
Handbook

2022 Edition

Written by Sasha Lanz
Updated August 13, 2020 by Peter & Joanne Schneider
Updated March 13, 2022 by Peter Schneider

TABLE OF CONTENTS

FOREWORD 2
INTRODUCTION 2
1. SAFETY 2
2. THE GTA RALLY 2
A. Other GTA Formats 3
3. OFFICIALS 3
A. Organizer/Chair 3
B. Rallymaster 4
C. Registrar 4
D. Chief of Scoring 4
E. Lead Car or Course Open 4
F. Sweep Car or Course Close 4
4. PROMOTION 4
5. ROUTE PLANNING 5
A. Start 5
B. Finish 5
C. Route Development 5
D. Preliminary General Instructions 6
E. Preliminary Route Instructions 6
F. Odometer Calibration Run 6
G. Breaks 7
6. CONTROLS 7
A. GTA Controls 7
B. Control Location 7
C. Open and Close Times 7
7. CLASSES 8
8. RALLY DEVELOPMENT 8
A. First Run-Through on the Road 8
B. Refining the Route Instructions 8
C. Recovering Contestants 9
D. Second Run-Through on the Road 9
9. QUESTIONS AND ANSWERS 9
A. Questions 9
B. Signs 10
C. Safety and Signs 11
10. RALLY COMPLETION 12
A. Finalize General Instructions 12
B. Route Pre-Checks 12
C. Safety Pre-Check 12
D. Final Preparation 12
11. REGISTRATION 12
12. SCORING 13
13. AWARDS 14
14. RALLY ORGANIZATION TIMELINE 14
15. SAFETY STEWARD MANUAL 14
ATTACHMENT A - Sample Flyer. 15
ATTACHMENT B - Sample General Instructions 16
ATTACHMENT C - Sample Route Instructions 19
ATTACHMENT D - Sample Scoring Sheet 20
ATTACHMENT E - Sample Entry Form 21

FOREWORD

Thanks to Jim Mickle, past SCCA RoadRally Board Chairman, who wrote the "Regional Road Rally Handbook" from which much of the material in this GTA ***RoadRally*** Handbook was obtained.

INTRODUCTION

There are great benefits to a region having a viable rally program. It provides the lowest cost automotive competition for the members. No special equipment is required, and any vehicle which accommodates a driver and navigator will do. A high performance vehicle is not required. Teams using mini-vans, with their young children riding along, have won regional championships. Rallying is an ideal way to interest new people in the region. If they come out and have fun, full membership is often the next step.

1. SAFETY

When developing a rally, always remember that the course shares the roads with the public. For that reason, safety must be paramount in everyone's mind during the development. Avoid speeds which are too slow or too fast for road and traffic conditions, unsafe control locations, etc. Particular care must be taken to ensure that speeding will not provide a competitor with a real or perceived advantage. For this reason, a safety pre-check by a licensed road rally safety steward is required prior to the event being presented. A copy of the current safety stewards' manual is included with this handbook.

At a minimum, an unsafe rally will chase away entrants and sponsors, and make the committee's next rally suspect. Therefore, all decisions should be made with safety in mind.

2. THE GTA RALLY

"GTA" stands for Game, Tour, and Adventure. This type of rally, also known as a "gimmick" or "game" rally, is typically a contest run in cars on public roads, with a driver and a co-driver (navigator). The primary method of scoring is by other than the Time-Speed-Distance (TSD) format used in other SCCA road rallies. But a portion of the event may use TSD scoring method or otherwise incorporate timing elements. For example as a Special Award, Tie Breaker or an introduction to TSD events. The outcome may be determined completely by chance, as in drawing a playing card at each of five controls, with the best poker hand winning, or by using trap rally course-following skills as well-developed as those in SCCA's National Course Rally Series.

This handbook helps GTA organizers present their events. It primarily describes Question and Answer rallies. These GTA rallies feature scoring determined by answering questions posed by the rallymaster as teams follow the rally course. Usually the answers to the questions are determined from signs or landmarks along the route. Occasionally, questions from "general knowledge" are used, usually relating to the theme of the event ("Name Santa's reindeer" in a Christmas rally). The questions can range from very easy ("What Street are you on?") to much more difficult ("Who was the

24th president of the United States")? In addition to various twists on Q&A rallies themselves, there are other formats to consider for GTA rallies.

A. Other GTA Formats

Course Marker rally contestants pass signs placed by the rallymaster along the intended route. These signs may ask questions, cancel parts of instructions or send cars along a different course. There is no "timing" other than completing the course within a fixed period. Scoring is based on correctly completing an answer sheet.

A/B Rallies describe a course based on whether a choice of actions (A or B) can be done in accordance with the rally's rules. As in course marker rallies, the answer sheet determines the score.

For Economy Runs, scoring is based on the best gas mileage. Instead of overall best mileage, cars can be grouped by type, the result can be divided by the weight of the vehicle, or trophies can be awarded based on comparisons to EPA estimates.

In a Regularity Run rally officials hide along a course and time contestants as they drive by. The goal is to run the route again, this time with the officials in plain sight, and pass each point an exact amount of time after the first pass.

Shortest Distance competitors plot their own shortest course to a list of various sites. Competitors may be asked questions to prove they visited each of the locations or to confirm that they drove what the organizers know is the shortest route.

Treasure Hunt rallies are only limited by the organizers' imagination. Searching for a hard boiled egg, a local store owner who wouldn't be adverse to three or four dozen would-be sleuths asking if he has a henway, or other silliness may be just the thing.

For organizers interested in one of these formats, or others those whose names aren't listed, or who after conducting GTA rallies want to add some course following or other traps, additional information is available. Contact any member of the SCCA rally field staff or the SCCA Rally Department who can recommend rallymasters and committees who either run these events or are familiar with their formats. [Ed. note: for contestants who may find themselves on one of these rallies, the 24th president is William McKinley and a henway(s) about 2 to 3 pounds.]

3. OFFICIALS

The following is a list of the key officials and their duties. In many cases one person acts in several capacities.

A. Organizer/Chair

Responsible for the overall administration of the event including:

- Obtain region approval;
- Develop a budget;
- Involve people to fill the other positions;

Request insurance/sanction;
Coordinate promotion of the event;
Determine awards;
Mail results; and
Prepare financial reports and the SCCA Audit Form.

B. Rallymaster

Responsible for developing the course including:

General Instructions;
Route Instructions;
Scoring (questions and answers);
Event time schedule;
Control time schedule (if any); and
Control operations, instructions, and personnel (if any).

C. Registrar

Responsible for registration of all participants, competitors and workers including:

Prepare the entry form with required insurance warrant;
Ensure participants properly execute the waiver;
Receive and account for all entry fees;
Verify drivers licenses and insurance;
Prepare the entry list;
Assure waivers are archived; and
Send Weekend Member information to the SCCA Membership Department.

D. Chief of Scoring

Responsible for scoring the rally and providing the organizer the official results. Often the Rallymaster serves as the scorer.

E. Lead Car or Course Open

Drives the course ahead of the first competitive car to be sure that all roads are open and signs, etc. are correct. Erects emergency signs if necessary. Often the rallymaster does this job.

F. Sweep Car or Course Close

Drives the course after the last car to provide assistance to competitors if needed, checks all signs, and closes controls. In a short GTA rally with no course-following traps, assistance to lost contestants may be offered by cell-phone, making this service unnecessary.

4. PROMOTION

One of the keys to a successful event is promotion. There is never too much. Flyers advertising the event should be spread far and wide. Posting them in auto parts stores, bulletin boards, and handing them out at other events will help develop a turnout. The rally doesn't need to be completed to put out a flyer. All that needs to be decided is an idea of the area where the event will run, date, time and location for the start. By establishing the basic time frame and length, the rally can develop to fit the framework

published in the advertising. Three months ahead is not too early to start advertising given the many demands on people's time.

The flyer should always include the four Ws: What, When, Where and Who. What is a rally, what will it be like, what is the length, what kind of roads will be used? When is the event, when is registration, when does it start and finish? Where will it start and finish, where will it run, where do competitors send an entry if they want to pre-register? Who do competitors contact for more information, who is putting on the event, who is the check made out to? (A sample flyer is included in the attachments. The route had not been established when that flyer was distributed the February before the event.)

List the event on the region's schedule as soon as possible. Print the flyer in the region's newsletter and on the region's web page. Include a link to the flyer and put the name and date on the schedule page. Send the announcement to other clubs in the area and to local radio stations and newspapers. They may publish the announcement in their "things to do" section. Follow up with a note of thanks.

5. ROUTE PLANNING

After obtaining approval for the event from the club's governing body, the first step in developing the rally is to establish the approximate length. It should be long enough to be interesting, but not so long as to bore first time competitors. Experience shows that with breaks, etc. the overall average speed of a GTA rally will be between 20 and 30 mph. A two hour rally will probably be about 50 miles long.

A. Start

Some key attributes of a start location include: easy to find with easy access to main roads and expressways; fast food, gas stations, restrooms and phones; and approval of the owners/managers to use the location. Clean up the area after everyone has left and thank the owners/managers.

B. Finish

Determine the finish location well in advance. Contact the manager to be sure that the teams will be welcome and help will be available to serve the group. Work with the manager to help fill slack time in his schedule. Don't plan to arrive at a restaurant just as peak dinner hour is beginning and expect a warm welcome. By scheduling the event to provide extra business during a slow time, the manager is more likely to have the space and service needed. The location selected should have the type of food and drinks (including cost) to suit the group, as well as adequate space. Confirm the date a week or so before the event as a change of management may mean the date didn't remain on the facility's schedule. As with the start location, thank the manager.

C. Route Development

After determining where to start and finish the rally, use a detailed map to lay out a proposed route. If the area roads are familiar, 90% of the route can be determined at this point. If the event will be over two and one-half hours long, plan for at least a short break.

D. Preliminary General Instructions

These instructions establish the method for following the route. They can use such information as: mileage at every turn, street name or route number at every turn, or typical TSD route-following priorities such as:

1. Execute an emergency instruction or follow an emergency sign.
2. Execute a route following instruction referenced to an official mileage.
3. Execute a route following instruction.
4. Follow the Principal Road.

As defined in the SCCA ***RoadRally*** Rules (RRRs), the Principal Road is the obvious continuation of the road on which you are traveling. The Principal Road may be defined by road surface, curve arrows, center lines, stop signs, yield signs, etc. There will be a route instruction whenever the course leaves the Principal Road or where the Principal Road is not obvious.

Instead of the Principal Road, many clubs use a rule such as straight as possible at all intersections. You may also define the main road with a set of priorities. For more information on main road rules, refer to the RRRs.

The rest of the general instructions can wait until after the route is done and timing has been calculated.

E. Preliminary Route Instructions

Once the map route is determined, write the preliminary route instructions. They should be as close to final as possible. Many rallymasters enter them into the computer rather than use handwritten notes. If the route instructions are entered directly, triple space them to allow room to refine or correct them on the road.

Decide what style the instructions will take. Consider the following:

1. Right onto Elm Street at T at Stop sign.
2. Right onto Elm Street at T.
3. Right onto Elm Street.
4. Right onto Elm.
5. Right at Elm.
6. Right.
7. R.

All of the above can take the rally in the same direction at the same corner. Version 1 gives too much information. Version 6 and 7 probably give too little information. Be careful with version 5 if competitors are to turn onto Elm Street. If there is a sign a block before such as "Elm Street Bar," they might legitimately turn early there (which, of course, can be used as a course trap).

F. Odometer Calibration Run

The odometer calibration run (odo check), if used, should start and finish at easily identified fixed points that are not likely to disappear or be moved. The length should be at least 3 miles (6 miles if mileages are needed to follow the course) to obtain a

good correction factor. During the odo check, in addition to mileage at every turn, intermediate mileages at fixed signs, etc., should also be included. The end should be at a point that allows several competitors to pull off the road without disturbing anyone. Areas with high traffic, homes, or businesses should be avoided.

G. Breaks

Breaks allow competitors to stretch their legs and use restrooms. Breaks may be at a roadside park, a fast food restaurant, gas station or other similar facility. Another benefit of the breaks is to allow more time to shift control crews. Some events use a time of day (TOD) restart out of the breaks while others just say "take 10 minutes for a break". TOD restarts bring contestants back together and more nearly on time, making it easier for later control crews. They can give lost contestants a “hard time” to rejoin the group. The disadvantage is that they may make the rally a bit longer. In most untimed GTA rallies, scheduled breaks are unnecessary because contestants can stop as needed.

6. CONTROLS

Controls are optional in GTA rallies. They may be used to create additional scoring opportunities. In a long rally, they also serve as a break from sign-hunting. Some events use them only as tie-breakers.

A. GTA Controls

If controls are desired, but time is short, just ask a question or two of the rallyists while they are still seated in their car: "What county are you in now?" "Who is today's rallymaster?" "How many times did you enter the town of Plano?" Ask the driver something that the navigator is more likely to know ("What Question number did you answer last?"), or the navigator something the driver is more likely to know ("What is the license plate number on your rally car?"). If you have more time, have them do something outside the car (use a stopwatch to time them checking the oil or blowing up a balloon until it pops).

B. Control Location

The first concern regarding control location is for control crew safety. They must be located away from traffic. Secondly, it should be easy and safe as the contestants slow down to enter and leave the control. (The safety stewards’ manual discusses control location in detail.)

C. Open and Close Times

Controls should open at least 20 minutes prior to the scheduled arrival of the first competitor. Most people keep controls open for 30 minutes after the last car is due, unless the control crew knows that all cars have been through the control. The control crews need to know the number of cars in the rally, either via a cell phone call, a sweep car or an experienced team running last with a message from the rallymaster. (A sweep car is also valuable for helping a competitor who has car trouble.)

7. CLASSES

There are many ways to structure classes. Experience-based classes are the most common in GTA rallies, while others group teams according to the number of people in the car (more eyes see more signs). A First Timer class helps attract new entrants. The Novice class allows new competitors a chance at a trophy without competing against more experienced teams. The rules for Novice vary greatly but often a Novice is defined as having never won a rally trophy. The Master class is often not defined at all, with the honor system allowing experienced teams to define themselves as Masters. Everyone who is not a First Timer, Novice, or Master falls into the General Class. Choose the classes that work for the type of people attracted to the event. The classes can always be changed for the next one.

8. RALLY DEVELOPMENT

A. First Run-Through on the Road

Use the first run through on the road to refine the route instructions, establish mileage to 1/10 mile, and make a record of the speed limits along the route.

Refinement of the route instructions will include things such as correcting instructions to reflect the actual appearance of roads and landmarks, adding information on Traffic Lights, Stops, Yields, etc., and revisions to avoid unsuitable roads.

Recording mileage allows preliminary calculations of leg times and easier route following on subsequent runs.

Noting the posted speed limits allows development of the target time for completing the event. Contestants typically travel at 90% of the speed limit where there are no questions and at 70% of the speed limit where there are questions.

Establishing the overall event running time requires evaluation of road conditions, expected traffic (hopefully the route includes roads that have little traffic during the time the rally will run), speed limits, and how busy competitors will be looking for signs. If there are conditions likely to delay the competitors, add time to your calculation to allow for them. For example, a traffic light will cause a delay of about a minute if the competitor arrives when it is red. A Stop will cost about 10 seconds if there is no traffic. Crossing a highly traveled road requires more time.

If there are controls, look for as many suitable locations as possible, then select the best ones for the event. Controls should be located so that the control car and several competitors can all be completely off the road at one time. School or business parking lots (usually unused on weekends) are ideal. Get permission to use the lots as needed.

B. Refining the Route Instructions

Using the information from the preliminary run, continue to fine tune the route instructions. If there are many areas where the preliminary route has to be changed, one or more additional trips may be required before finalizing the route instructions.

C. Recovering Contestants

Although the route instructions may be written clearly and precisely, even experienced contestants go off course. The use of named roads is the best technique to minimize lost rallyists. The intersection of two named roads is an ideal recovery point. Teams can find a map or stop and ask directions to the intersection. Give enough information about break locations to allow lost contestants to rejoin the rally at these points. If the rallymaster's cell number is listed in the general instructions, lost contestants can be helped remotely.

D. Second Run-Through on the Road

Using the "final" route instructions, confirm that the route instructions are correct, confirm or revise expected speeds, and generally review the rally instructions for accuracy. Write down all signs along the route (or as many as seem reasonable). Most signs used should be on the right, encouraging the navigator to watch for signs while the driver concentrates on safe driving. If an area has few signs, allow signs on the left but define "SOL" in your General Instructions as "Sign on Left," and use this as needed in these areas.

9. QUESTIONS AND ANSWERS

The difference between a good course and a bad one is small, but having a clean course is part of what makes any rally fun. The same may be said for the questions in a GTA rally.

One of the first decisions is whether course-following is the main focus of the event, with questions primarily used to tell whether the contestant followed the on-course loop, or if questions are the main focus, with no course-following traps. Blending the two concepts is also possible.

A decision also needs to be made as to whether the event will be "relaxed" or "rigorous." In a relaxed rally, few terms are defined in the glossary, because terms are used as commonly understood. In a rigorous rally, precise definitions can determine how a question is answered.

A. Questions

Most often, a question is listed within the route instructions, along with the information necessary to follow the course. When a question is listed between two course-following instructions, the answer will be found along the rally route after the first course- following instruction is executed, and before executing the second.

The Generals should specify what sort of features of the rally route will be used for questions. For example:

1. All questions can be answered from signs along the rally route.
2. Questions can be answered from signs and landmarks found along the rally route.
3. Answers to the questions will be found on signs visible from the rally route.

In a relaxed rally, versions 1 or 2 will allow the use of any sign (or landmark) visible from the rally route. A water tower several blocks away with a city name on it in huge letters may be used. In a rigorous rally, version 3 is required to use the water tower, because "along the rally route" can mean "adjacent to and facing the road upon which the rallyist travels while on the correct course." A rigorous GTA rally can be as complex and full of course traps as a TSD Course rally. A relaxed rally may be much more suited to casual instructions that the contestants are used to seeing in their daily experience.

If there are nothing but fill in the blank questions ("Main _____", "Blockbuster _____", "No _____ This Side of Street") contestants will be bored and there may be a ten-way tie for first place unless the rallymaster resorts to using tiny signs 30 feet down a side street.

The following types of questions are more interesting and difficult because the rallyist doesn't know what to expect, or is expecting something that is quite different from what is on course. There are:

Puns: How do you describe a Persian cat?
Answer: FURLONG (name of a street)
Word association: Seeing well-being?
Answer: HEALTHVISION
Unexpected fill-in: Think outside the _____.
Answer: BANK (credit union ad)
Variation on the unexpected fill-in: Speed Zone _____.
Answer: AHEAD (as most people would guess, but instead of a street-level official sign, the phrase was in a McDonalds ad on a billboard.)

B. Signs

Another decision is which signs are valid? One or more of the following statements might be used in the general instructions.

1. Valid signs will be on the right.
2. Valid signs will be on the right unless followed by "SOL" (Sign On Left).
3. Signs will be facing you as you approach, facing the roadway, or at some angle in between. You will not have to look back to see any sign.
4. If more than one sign can be used to answer a question, then the first one you encounter is the valid one.
5. Small, repetitive signs such as numbers on telephone poles or information on mail boxes, will not be used.
6. Temporary signs (small real estate signs, banners, signs on vehicles, etc.) will not be used.
7. Only signs including the colors blue or yellow are valid. (Good for a SAAB rally.)
8. Answers will be found only on official street signs.
9. Official street signs are not a valid source for answers.

Examples 1 through 6 are often used to limit the signs that must be examined while looking for answers. Examples 7 through 9 are used as opportunities for the rallyist to make a mistake (and be penalized).

For each sign, decide which purpose(s) the sign fulfills:

1. A course confirmation opportunity
2. An easy scoring opportunity.
3. A difficult scoring opportunity.
4. A trap of some sort.
5. A bit of humor to make the rally more fun.
6. A "teaching" sign that shows the rallyists the kind of thing they will be looking for on this rally (typically used early in the event).

Examples 1 and 2 (and sometimes 5 and 6) are often the same sign. Make the first sign VERY easy to find and the correct answer very obvious. This gives them confidence that they know how to do this GTA rally thing. If using an instruction without a street name, follow it with an easy sign so that they know they are on course. Of course, no contestant knows for sure which of the above is coming up.

What makes a sign difficult? It can be small, in a clutter of other signs, farther off the road than all the previous signs, higher, larger, etc. (After a series of small signs, ask a question from a huge billboard. Many contestants will miss it.) A sign immediately after a turn will often be missed. A sign 20 feet after another sign answering a question will often be missed, because the navigator has his head down, writing the answer to the first question on his score sheet. In a 'rigorous' rally, a sign across the street, on the far right corner approaching a right turn, may be invalid, because after making the turn the sign is now on the left. To use this sign, carefully state that "valid signs will be on the right of the correct rally route," and ask the question before the turn instruction.

Pay close attention to which signs are used and how the questions are asked about the information on the signs.

C. Safety and Signs

Be careful using signs on high-speed roadways as the contestants will slow to read a sign, or stop to write. Most times it is best to have NO questions on a freeway or high-speed road. If there are, make it very clear that all answers in this section of the rally will be from large billboards or official highway signs.

Being consistent in the choice of signs can influence the contestants to not slowing too much on roads where it might be unsafe. Choose large, easy to see signs, never too close together, on faster roads; save the smallest, hard to read signs, possibly close together, on streets with the slowest speed limits and less traffic. In between, use appropriately-sized signs according to the conditions. Contestants will quickly catch on to the fact that they don't need to creep along a 50-mph roadway, because tiny signs are never used there (which a few rallymasters then use for a trap).

In effect a “free zone” is created whenever two route instructions are listed with no questions between them. Use this technique whenever the driver needs to concentrate on driving because of higher speeds or congestion.

10. RALLY COMPLETION

A. Finalize General Instructions

With the route instructions done, the general instructions can be completed. In addition to route following priorities (if any), the generals should include a time schedule, information about the start and finish locations, what the course is like (paved vs. unpaved roads, etc.), control procedure, classes, and any other rules specific to the event. If the event is not based on standard published rules, such as the RRRs or the region's own rules, the generals will be much longer. However, consider that first-time entrants may not have access to or knowledge of the published rules.

B. Route Pre-Checks

With the general and route instructions complete, the rally is ready for pre-checking. If at all possible, the checks should be done by a novice team and an experienced team. The crews should have all of the final information including the generals, routes, questions and answers. After the pre-checks, any problems should be corrected and if possible, checked again. Nothing is worse for a rally program than losing people. Novice teams will often find a problem that experienced crews will overlook, as the experienced crew will "know what you meant".

A personal example is the use of the instruction "jog". Everyone knows what a jog is, right? Well, not a new team when the term was not defined in the event's glossary. The competitors could do nothing but wait for an experienced crew to come by, and then follow them.

C. Safety Pre-Check

As a condition of SCCA sanction and insurance, all SCCA road rallies must be pre-checked by a licensed Road Rally Safety Steward (who can be part of the pre-check crews). As the rally is developed, the safety handbook should be reviewed to be sure that the event meets these simple, common sense requirements. For efficiency, combine the safety pre-check with the other pre-checks.

D. Final Preparation

Finally, prepare packets for distribution at registration. Some of the things generally included are:

General Instructions;
Score sheets;
Maps of the area that the rally will run in;
Newsletter from the organizing club; and
Flyer on the next event in the series.

11. REGISTRATION

The first contact most competitors have with a rally is registration. Friendly and efficient registration sets a good tone for the entire event.

While registration can be run out of a car in a parking lot, it is more pleasant inside with tables and chairs. Often, a fast food restaurant will be accommodating if approached properly and the benefits in extra business are explained to them.

Registration has many important components, including:

1. Waivers must be signed by all participants and properly witnessed.
2. Entry forms must be checked for completeness and proper execution of the required warrant for liability insurance.
3. Drivers' licenses must be checked to be sure that they are valid.
4. Entry fees must be collected and accounted for.
5. Weekend Membership forms must be completed by all non-members.
6. Registration packets must be distributed.
7. A waiver poster (available from SCCA) should be posted for all to read.
8. A sample control sign should be available.
9. The certificate of insurance for the event should be posted.
10. If timing is important, display a master clock to allow competitors to synchronize their watches. (Or, the Generals may state that "cell-phone time" is official.)

If registration is ready a few minutes prior to the official schedule, lines of people waiting to register are eliminated, or at least reduced. This reduces stress on everyone.

Typically, the registrar develops an entry list with names, contact information, classes, etc. This information is distributed to scorers, the people who will mail results and the keeper of the rally mailing list.

Online registration is available from several vendors for rallies and can be worth the initial hassle. Ask the region's Solo group whom to use.

Often the route instructions are distributed to the competitors at registration. Because each team should have equal time to review them, distribution should occur a fixed interval (10 minutes, 15 minutes, etc.) before each team's start time.

After the event, the waivers and entry forms must be archived. (SCCA requires that waivers be retained for a minimum of six years, and the insurance warrants, usually part of the entry form, for at least two years.)

12. SCORING

Scoring should be done immediately. Competitors, especially novices, want to know how they did before leaving. Waiting for days can discourage people from returning for future events.

In most Question & Answer GTA rallies, the questions and answer blanks are listed in the Route Instructions. Scoring may be done directly from the Route Instructions, which contestants must turn in as they arrive. Scoring is quicker if contestants are required to write their answers on a score sheet. Using a template with the answers to determine, mark, and compute the score is much easier.

However, score sheets can be a hassle for the contestants. The contestants will want to come into the finish location to fill them out while the earlier finishers are discussing (sometimes loudly) the answers. But requiring them to wait in their car while they transfer their answers can also be difficult and unpopular.

As much as the rallymaster thinks his answers are perfect with no possibility of someone finding a sign that seems to *almost* answer it, 50 pairs of eyes are going to see things that even the pre-checks missed. Be prepared to alter the "correct" answer or better yet, delete it from scoring, if several people point out the error. Each question can be worth multiple points (2, 3, 4...) so that partial scores are possible. Remember that some competitors may be looking for an advantage in asking for multiple correct answers.

After suitable review and resolution of any conflicts, scores can be declared final and the awards presented. Official claims and a Claims Committee are not necessary for a regional event.

13. AWARDS

Awards can range from trophies and merchandise to desktop published certificates. A photo holder with a photo of the competing car is easy to desktop publish. Other awards include: wall plaques, traditional trophies (“cars on a stick”), practical items (e.g. flashlights or neck pens), engraved mugs, glassware, etc.

The number of awards given should be based on the budget and the expected number of entries. Often, no trophies are given in Master class. The Novice class should have a greater proportion of trophies than the General class. Taking home a trophy may hook the newcomer. Consider giving awards to 50% or more of the novices, so that a novice who enters several events is almost assured of an award at one of them. Traditionally, each team should receive separate awards for the driver and navigator. If more entrants than expected come, additional trophies can be mailed.

Awards can be presented at the event or at the next club meeting. Presenting them at the event is immediate and allows the winners to be recognized by their peers. It also saves on mailing costs. However, it is difficult to gauge the number of awards to have on-hand.

Presenting the awards at the next club meeting allows the winners to be recognized by the whole club, with an exact number of awards, and encourages new membership. However, if some of the winners are not at the meeting, distributing their awards can be time consuming and costly.

14. RALLY ORGANIZATION TIMELINE

See the RoadRally - Rules and Document Website Page for the current Rally Organization Schedule

15. SAFETY STEWARD MANUAL

See the RoadRally - Rules and Document Website Page for the current Safety Steward Manual

ATTACHMENT A - Sample Flyer.

Subaru of Plano and the Texas Region, SCCA present

The Rally to the Race

A RoadRally for all vehicles sanctioned by The Texas Region SCCA

This event will be a fun rally from Subaru of Plano to Texas Motor Speedway, for the

SCCA Sunburn® Grand Prix Road Races

Saturday, May 5th; rally registration 8:30am, first car out 9:30am.

The rally will start at the Subaru of Plano dealership at 4480 W Plano Pkwy, Plano, TX 75093. You will need a driver, co-driver, something to write on (clipboard or something similar), and a pencil. No rally experience is required. *SCCA members note: this event is part of the SCCA Regional RoadRally Series.*

The end of the rally course will be in the parking lot of the Texas Motor Speedway Souvenir shop at the track in Fort Worth. Instructions will direct you from there to parking inside the track. Lunch will be from vendors in the south paddock area. Rallyists may attend the worker party at 6pm for a free dinner and fellowship with Texas Region members.

Entry fee: $25 per car for members who pre-register, and $30 “at the door”. This fee includes **2 free tickets** to the SCCA road races for Saturday and Sunday at TMS. You may register online at http://www.dlbracing.com/default.aspx?clubid=13&event=9&view=3. Create an account, then follow the instructions to register for the rally on May 5. You will be able to register for future rallies without entering your personal or vehicle information again. Note: non-member prices are $30 and $35.



Schedule:	
Wednesday May 3 noon	Pre-registration ends
Saturday 8:30am	Registration opens, Subaru of Plano
9:15am	Novice drivers’ meeting .
9:30am	First car out
12:30pm	First car arrives at TMS
~2:00pm	Trophy presentation

To register by mail, go to www.texasscca.org/Series7entry.pdf, print & fill out the form, and mail it in with a check for $25 ($30: non-members) made out to “Texas Region, SCCA”; mail to Registrar, 702 West Shore Dr., Richardson, TX 75080. For more information on the rally, see www.texasscca.org, and click on “Rally Information.” For more info on the “Sunburn® Grand Prix” road races, see **www.sunburngrandprix.com** .

The rally course covers about 70 miles of scenic North Texas roads, all of which are paved. *Note:* 3-car teams may enter for a special Rally Team Trophy. These may be club teams, marque teams, or sponsored teams. There is no extra entry fee for teams. Email rally@texasscca.org to register a team.

The Rally to the Race is event #2 in the SCCA Regional RoadRally Series. Please join us for a morning of driving fun, whether you drive a Subaru, a sports car, a vintage car, or a family sedan! Then plan an afternoon (or a whole weekend) at Texas Motor Speedway for the road races. The next rally in the SCCA series will be the “Horse Farm Loop” rally on June 2nd.

SCCA RoadRally

ATTACHMENT B - Sample General Instructions

Subaru of Dallas and *Texas Region SCCA*

THE RALLY TO THE RACE

GENERAL INSTRUCTIONS

I. INTRODUCTION

Welcome to a fun Rally, created by the Texas Region of the Sports Car Club of America, and presented by Subaru of Dallas. The idea is to get you to Texas Motor Speedway by a different route than most people would take...and more fun, too. You will drive from the Subaru of Dallas dealership to TMS, by a certain route, recording answers to questions along the way. We give you plenty of time to drive the route and find the answers. The idea is to have fun while getting to TMS for a day of spectating at the road races.

II. COURSE FOLLOWING

You will be given a list of Route Instructions. Follow them in numeric order. It's not any harder than following directions to a friend's house. Just keep going until you are told to turn at a certain place. You will sail through most intersections by just going straight (or as straight as possible). Of course there are some intersections at which you cannot go straight: we call them "T" intersections. See the next paragraph. Note that streets & highways may be referenced without prefix (East...) or suffix (...Avenue). There will sometimes be information in parentheses just to make things clearer, like telling you that the intersection you are looking for is controlled by a traffic light. There are some instructions that say something like "Observe Elm St", that are just there to be helpful….just keep going. By the way, only paved, public streets and highways are used on the course, unless otherwise noted in the instruction. Do not drive on streets marked "Private," "Dead End," "No Outlet," etc., or that end in sight of the intersection. Treat them as if they did not exist. Never enter a freeway, although freeway service roads are fair game.

A "T" intersection is shaped like the letter T, always approached from the bottom. Always go left at a "T" unless told specifically to go right.

III. SEGMENTS

The rally has three special Segments that apply to signs you use to answer the questions. Each Segment has a limitation on the color of the valid signs. When you are not in one of these Segments, signs of any color are valid. This is done to keep you from having to examine every sign in an area with many signs. Just look at the ones of the proper color for that Segment.

There are two "Green and White" Segments, and one "Blue and White" Segment.

When you are in one of these Segments, signs may have letters of one named color, and a background of the other named color. It is also valid if a letter of one named color is outlined in the other named color. Since many signs are formed from large individual letters affixed to a wall or other flat surface, the face of such letters may be one named color, and the sides of each letter the other named color, or the face may be one color, and the wall that the letters are attached to may be the other named color.

IV. GLOSSARY

Right - A turn to the right
Left - A turn to the left
T - A "T" intersection is shaped like the letter T, always approached from the bottom. You cannot go straight at a T.
Observe – notice something, and continue straight.

TL - An intersection controlled by a Traffic Light (this includes an intersection where the right-turn cut-out is controlled by a Yield sign, and you are to turn right....for all you rally lawyers out there.)
SS - An intersection where your travel is controlled by an official red-and-white octagonal Stop Sign.
SOL - "Sign On Left"; a sign for a Question with "SOL" after it will be found on your left.

V. SIGNS

Answers to questions will be found from signs to the right of the rally course (unless marked "SOL"). Street signs used for course following may be anywhere. Signs such as mailboxes, small, repetitive real estate signs, notes on telephone poles, campaign signs, etc. are not used, and any answer from one will not count. Signs that you have to look back to see are not used. If more than one sign has the answer to a question, the first such sign you pass is the correct one. The information you need on each sign will be discernable while you are driving at legal speeds. All signs are listed in the order they appear on course. If you think you have missed a sign, it is probably not worth it to backtrack and look again. A blank on your answer sheet MAY be correct.

Notice: there are no traps based on punctuation, capitalization, spacing, or run-together words ("Shoehorn" and "Shoe Horn" are equivalent).

Notice: on some country roads with speed limits of 30 or 35MPH, you can SEE the signs needed to answer the questions, but you may feel the need to stop briefly to record details. Please pull to the side of the road and turn on your emergency flashers when doing so.

VI. TIMING

If you drive the course at the speed limit everywhere, you will get to the end in less than 2 1/2 hours. If you slow down to read signs occasionally, you will still get to the end in plenty of time. Most of you will do the rally in about 2 1/2 hours. You then have a 30 minute penalty-free "time allowance". After that, you will given a ten point penalty. After the 3 1/2 hours time, you will not be included in the results, but we will score you, and tell you how you did on the questions. Note: cars built before 1940 have an extra 15 minutes to complete the event without penalty. If you get to the TMS Souvenir stand after the checkpoint personnel have left, just come into the track and ask for directions to the Media Center. You will be able to turn in your score sheets there. Please don't go too slowly compared to the speed limit: on some of the rally roads you would be run over by the traffic. Don't go too fast, either. I have seen local radar units out on some of the country roads we will be using.

To help you maintain an easy pace, the "One-hour point" is noted in your instructions. If you reach that point in much less than an hour, you have been going too fast. Slow down! If you reach it much later than one hour, quit dawdling! The "Two-hour point" is also noted.

The official clock for the event is the rallymaster's cell phone time display. If the phone companies are any good, all our cell phones have the same time.

VII. SCORING

Questions: questions to be answered from signs and landmarks along the route are listed between Route Instructions. Each Question is identified by the letter "Q" and a number. Answer the questions as you travel between those instructions. Each question is worth 2 points; 1 point may be awarded in some situations.

There are three types of questions: fill-in-the-blank, answer-a-question, or paraphrase. If the sign says "President George W. Bush," a fill-in-the-blank question would be "George W. _____." Answer-the-question would be, "Who is President?_____". A paraphrase would be, "An important Washington DC shrub? _____".

Bonus Questions: You will find out about these at the end of the rally. Just answer them as best you can. These are tie breakers. "SOL" does not apply here.

Note to SCCA members: this event is part of the new SCCA Regional RoadRally Series.

The scores will be reported to the national SCCA office for inclusion in scoring for the series. If you want to compete in other events in the series, check http://www.scca.com/Rally/RoadRally.asp, and page down to the calendar. The usual SCCA General Instruction information is listed in the Appendix. See the last two and one-half pages of this document.

We have worked hard to make sure that everything is spelled correctly, or at least spelled the same way as the sign we want you to find. You will not be counted wrong for a misspelled answer….however, you may be counted wrong if we cannot read your answer.

Final Checkpoint procedure: Please park outside of the Souvenir shop at TMS until you have transferred your answers from your Route Instructions to your Official Answer Sheet. As soon as you have, come inside to turn in your Answer Sheet to the rally worker at the checkpoint sign. Hint: work on filling out this form while following the course, in places where there are no questions to answer.

VIII. SAFETY

Please drive carefully. Obey the speed limit at all times. Anyone receiving a citation for a moving violation will be disqualified. All roads used are paved. Use extra caution in residential areas. You will see the word "Caution" appended to some instructions where you are to turn from side roads onto main roads or highways. Cross traffic does not stop, and is going at highway speed, so be extra careful at these intersections.

IX. USEFUL INFORMATION

Always follow any instructions given to you by a rally official.

Read through the Route Instructions before starting. That way, if you see something you don't understand, you can ask about it.

Try to keep more than one Question in mind as you are driving: if you miss the first one, you will see the second. Following the course is more important that finding signs. If you have missed a sign, but come to the next turn, make the turn, and forget the sign.

When answering a question, the blank on the page may be filled with one or more words, letters, or numbers. You don't have to write down everything on the sign, just enough to let us know you actually saw the sign that we wanted you to see. You may be asked for one letter out of an acronym: "A ___ C" from a sign "ABC". We will never ask that from a sign "RABCO"

When the road you are on has a higher speed limit, the signs used for questions will be large. When you are going only 30mph, some signs may be small, or a little hard to see. But they are all readable at the speed limit, so you shouldn't need to stop.

If you have been driving a little slowly to find a sign, and you come to a section of the rally where there are no answers to find, kick your speed back up to the speed limit until it is time to look for another answer. This will help keep you from getting behind.

Mileages: the column labeled "Miles" on your instructions gives you the distance between instructions. The next column gives the cumulative miles as you run the course. If you zero your odo at the start, the number in this column and your odo should match. Be aware that with tenths-reading electronic odometers that most of us have, you are pretty sure to be 1 tenth off quite often. And as you travel the course, that difference will grow as you drive. If the two are too different, start using the Miles column for each instruction that has a mileage. The listed mileages are never the primary way for you to find your turn: they are merely an aid.

ATTACHMENT C - Sample Route Instructions

CAR NUMBER *TEXAS REGION, SCCA and SUBARU OF PLANO*

_#_____

THE RALLY TO THE RACE
TEXAS MOTOR SPEEDWAY ROADRALLY

INST NO.		INSTRUCTION	INCR.	MILES	SPEED
		Start the rally at the East exit from Subaru of Plano. Zero Odometer. Record your out time: _____			
1		Right out of parking lot (onto Plano Pkwy - unidentified)	1.2	**0.0**	35
	Q 1	According to signs on the right (and SOL), what cars can you buy before Instruction 2? _____			
2		Left on Coit (TL)	1.2	**1.2**	35
	Q 2	List 2 more cars on signs _____			
	Q 3	_____ Center of Plano			
		****** BEGIN GREEN AND WHITE SECTION ******			
3		Left on Park (TL)	1.2	**2.4**	35
	Q 4	Daybreak _____			
	Q 5	US state bordering on Pennsylvania _____			
	Q 6	Where do they barbeque pasta? _____			
	Q 7	Willow _____			
	Q 8	_____ Coffee			
4		Dallas Pkwy (TL)	3.6	**6.0**	35
5		Right on Plano Pkwy (TL) (just after road "Mall B")	0.3	**6.3**	35
	Q 9	Extra _____ Storage			
	Q 10	Next _____ Communications			
	Q 11	Where might a British prince live? _____			
6		Right on 544 (Dozier) (watch carefully for it)	2.0	**8.3**	35
	Q 12	PLM _____ Irrigation			
		(Here you will find your first T; go left)	0.4	**8.7**	35
7		Right at TL (towards Austin Ranch) (Plano Pkwy unidentified)	0.6	**9.3**	35
		****** END GREEN AND WHITE SECTION ******			
	Q 13	_____ Mac			

ATTACHMENT D - Sample Scoring Sheet

CAR #

SUBARU OF PLANO *TEXAS REGION SCCA*

TMS ROADRALLY and RALLY TO THE RACE

OFFICIAL ANSWER SHEET

Q NO.	ANSWER	Q NO.	ANSWER
Q 1		Q 33	
Q 2		Q 34	
Q 3		Q 35	
Q 4		Q 36	
Q 5		Q 37	
Q 6		Q 38	
Q 7		Q 39	
Q 8		Q 40	
Q 9		Q 41	
Q 10		Q 42	
Q 11		Q 43	
Q 12		Q 44	
Q 13		Q 45	
Q 14		Q 46	
Q 15		Q 47	
Q 16		Q 48	
Q 17		Q 49	
Q 18		Q 50	
Q 19		Q 51	
Q 20		Q 52	
Q 21		Q 53	
Q 22		Q 54	
Q 23		Q 55	
Q 24		Q 56	
Q 25		Q 57	
Q 26		Q 58	
Q 27		Q 59	
Q 28		Q 60	
Q 29		Q 61	
Q 30		Q 62	
Q 31		Q 63	
Q 32		Q 64	

ATTACHMENT E - Sample Entry Form

TEXAS REGION, SCCA

ENTRY FORM

The Rally to the Race

DRIVER _____ NAVIGATOR _____

ADDRESS _____ ADDRESS _____

_____ _____

PHONE (____) _____ PHONE (____) _____

Email _____ Email _____

SCCA member? ___ Member # _____ SCCA member? Member #

Minor? Y N Minor? Y N (Under 18 years)

Three-car Team name, if any _____

Car Year, Make, Model _____
Color _____ License Tag _____ State _____ Insurance Co _____

CLASS ENTERED (please circle) FIRST-TIMER NOVICE GENERAL MASTER

I hereby warrant that the above entered vehicle is on the road legally, is being used by the entrant with the owner's permission, and is covered by liability Insurance of not less than $20,000/40,000/10,000, or the minimum requirements in the state of registry, whichever is higher. I further warrant that the vehicle is in safe operating condition and that the safety items listed below have been checked and are in good working order.

Entrant/Owner's signature _____

The driver warrants that she/he is in possession of a valid operators license.
Driver's Signature _____ Navigators Signature _____

How did you learn about this event? _____
Entry Fee _____ *Paid* _____ *Date Rec'd* _____ *(Office use only)*

VEHICLE INSPECTION

The following items must be in proper working order:

_____ Headlights
_____ Parking, tail, directional and stop lamps
_____ Horn
_____ Windshield wipers and washers
_____ Rear view mirrors
_____ Foot Brake
_____ Parking Brake
_____ Tires (condition of sidewall and tread)
_____ Seat belts (securely installed for driver and all passengers)

Note: any **Minor** vehicle occupants MUST have an *SCCA Minor Waiver* signed by **both** parents.

SUBMISSION INSTRUCTIONS

MAIL TO: REGISTRAR
702 WEST SHORE DRIVE
RICHARDSON, TX 75080

PAY *PAYPAL* AT:
pp-rally@texasscca.org
