

Indy Miata Club



A Guidebook For Rally Masters

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Welcome

Running a rally can be one of the most rewarding, fun, challenging, entertaining and pleasant tasks you do. This is your chance to show your creative side, drive your Miata, get even with a Rally Master of a previous event.

Don't let the thought of organizing a rally scare you. It's been said that you can't get lost driving your own rally! The main goal to set for your rally is to have an event in which every entrant finishes and everyone enjoys themselves.

A rally doesn't have to be complex and full of clues. Your rally may be a "caravan" type with you leading the way to an unknown destination or a "scenic" rally with direction sheets and each car driving at their own pace to the final destination. These rallies can have a drawing for prizes at the end. A "gimmick" or "theme" rally is more involved and can have the cars searching for answers to clues as they travel a predetermined route.

Before you begin, you need to determine the type of rally and the degree of difficulty. The "Fussin' and Cussin' Rally is generally the most difficult (and frustrating!) of the rallies held each year by the Indy Miata Club, but we like scenic drives and easy rallies, too!

Consider the length of the rally. The longer the rally, the more preparation time you'll need. An rally of 50 to 80 miles is usually the best, but you're the Rally Master, so it's your call.

Remember, Miata owners love to drive their cars, so even with a basic rally, everyone will smile.

As a Rally Master, the two most important rules to remember are as follows:

- 1) The Rally Master is always right.
- 2) If you think the Rally Master is wrong, see Rule 1.

We'll see you at **your** rally!

General Rally Rules and Procedures

Dates and Times:

- **Rally Season** - The rally season can begin in January of each year and conclude in November, depending on the weather. The earliest you may sign up to run a rally is at the Indy Miata Holiday Party, prior to the new season.
- **Rally Frequency** - One rally shall be held each month at a minimum and one non-rally "mingle" may be held in addition to a rally.
- **Rally Days** - All rallies shall be held on a date decided by the Rally Master. Please consult with the Events Coordinator to OK the date.
- **Rain-out Days** - If rain or another act of nature should inhibit the safe running of a rally, the makeup date shall be decided by the Rally Master.
- **Rally Start Times** - The Rally Master can decide the start time.
- **Drop-dead Times** - Every rally should have an official drop-dead time. If a participant is not done by the drop-dead time, they should proceed to the final meeting point. The time should be chosen so that each car has a fair and equal opportunity to finish the rally.

Costs and Prizes:

- **Costs** - The participants of each rally are usually charged \$7.00 for preregistration and \$10.00 for registering the day of the rally. You may set your own amount. Rally registrations are nonrefundable even in the event of a rain out.
- **Prizes** - The prizes to be given at each rally are up to the discretion of the Rally Master. Rallies are intended to at least break even, so if a Rally Master expects to only bring in \$50 in registration fees, the prizes should be no more than that amount. Try to gauge this from preregistration response. Any monies left over will be given to the club treasurer to be deposited into the club's account..

Responsibilities and Variances from the Rules and Procedures:

- **Rally Master** - The Rally Master is the person(s) who creates, coordinates and runs a road rally for the Indy Miata Club. All rules and procedures of the Indy Miata Club shall be followed by the Rally Master.
- **Events Coordinator** - The Events Coordinator of the Indy Miata Club shall manage the schedule of rallies and interpret the rules and procedures in this guidebook when necessary.

General Rally Rules.. continued

- **Variations to Rules and Procedures** - If a Rally Master wishes to have a variance to the rules or a procedure, the Rally Master shall make the request to the Rally Coordinator. The Coordinator shall have the authority to allow minor changes to the rules. In the event of a major change request, the Events Coordinator shall consult with the Executive Committee of the Indy Miata Club.

Types of Rallies

- **Poker Rally** - A poker rally is one of the easiest rallies to run and one of the most simple for the participants. The general design of a poker rally is to distribute five playing cards to each team throughout the course of the rally. The car with the best poker hand at the end wins the rally.
- **Traditional Clue Rally** - A clue rally can take many forms and is the most popular rally held by the club. The clue rally includes a series of questions which are listed on the rally sheets. The objective of the participants is to answer the questions by observing the answer along the route.
- **Non-Traditional Clue Rally** - This type of rally is based loosely on the traditional clue rally. However, there may be a new or different “slant” to the rules. As an example, instead of questions being listed on the rally sheets, the questions are given at the conclusion of the rally.
- **Time-Speed-Distance (TSD)** - TSD rallies are difficult to organize and even more difficult for the participants. TSD’s are often run by the SCCA, but have not been popular with the Miata Club. The design of a TSD is that each car must arrive at a specific check point at a specific time. The participants must continually calculate average speed, using time speed and distance calculations.
- **Fun Rally** - A fun rally generally is not a competitive event. If there are to be prizes distributed, they are usually determined by some sort of random selection (a drawing). A fun rally may take the form as a caravan to a park for a picnic, or meeting at a drive-in movie theater for a social get-together.

Definitions

Rally Master: The person or persons in charge of the event. The Rally Master is always right in disputes about the rally they sponsored. Rally Masters should however, abide by the rules within this guidebook.

Events Coordinator: His (or hers) responsibility includes organizing and booking the rally schedule and provide guidance to the Rally Masters.

Rally Sheets: The sheets of paper given to participants that are used to communicate instructions, directions, and questions for the event.

Rally Flier: The promotional and preregistration form placed in the Open Road.

Running A Rally

Pre-rally Preparation and Coordination:

1) Signing up for a rally:

Contact the Events Coordinator to sign up for a rally date. You may also sign up at the IMC Holiday Party. After the party, the better dates may be taken.

2) At least two months before the rally date:

- Name your rally.
- Determine the type of rally.
- Start deciding on the route and destination.
- Start working on questions (for clue type rally).
- Contact the Events Coordinator to let him know the name and rally type.
- Ask the Events Coordinator to put a notice on the Indy Miata club web site.
- Coordinate with the Newsletter Editor to get information published in the Open Road newsletter. At this time you must have decided on the location, starting point and starting time.

3) At least one month before the rally date:

- Refine the rally route and instructions.
- Make final decision on starting and ending destinations. If having a meal at the end of your event, contact the establishment to make sure they can handle your expected number of participants and that there is ample parking.
- Decide on prizes. Be sure to keep costs within guidelines.

4) Two weeks before the rally:

- Finish all instructions and finalize any loose ends.
- **Have a friend or another club member drive the route to check for mistakes. This is critical to having a smoothly run rally! Any of your club officers and prior Rally Masters are willing to help with the “debugging” of a new rally. Please ask for help!!!**

5) One week before the rally:

- Check the location where the rally will start (like McDonalds, Hardees, etc.) to ensure that you will have room for the number of Miatas showing up. You may want to give the restaurant a heads up on the number of people that will be there.
- Contact and remind the restaurant where the rally will finish of your event.
- Purchase the prizes.
- Make sure the Events Coordinator has posted your rally on the club web site to announce the time, date, meeting place and promo message for your rally.
- Make copies of the rally sheets for the participants.

Running A Rally...continued

6) Two days before the rally:

- Check the weather! If rain is expected and you are not running a “Rain or Shine” event, be prepared to postpone the rally.
- Check the route to make sure it has not been affected by construction, detours, or anything else which you may not be aware of.
- When you check the tour, make sure the clues which are necessary to answer questions and landmarks for directions are all visible.

7) Night before the rally:

- Got your route instructions?
- Have a waiver printed for everyone to sign?
- Have a list of registered members downloaded from the event sign up page?

8) Rally Day Coordination:

- Get up early and Check the weather. If it is raining or expected to rain, make a judgement call as to whether the rally should be postponed. If you choose to postpone it, immediately contact the Event Coordinator (at least two hours before the start time) to post it on the club web site and to have an e-mail sent.
- Print the list of members who have registered on the club web site.
- Make sure you arrive first at your starting site in order to greet and check in cars as they arrive. Some participants will not have preregistered, so be prepared with extra registration/waiver forms and extra rally sheets
- Use the “Rally Day Checklist” or similar list to make sure you don’t forget anything.

8) After the Rally is over:

- Once the rally is completed, take a deep breath and relax. Your rally was great!
- If you haven’t already given the collected rally fees to the Treasurer of the club, send it now.
- Within a few days after the rally, send an article with the winners names to the Newsletter Editor.
- Did you take photos? Post them at the club photo gallery.
- Send a copy of the Rally instructions to the Webmaster to include in the club’s online files of past rallies.

Things To Consider

Choosing A Route:

- Curvy roads are good! Gravel roads are bad!
- Hilly roads are great! Gravel or pot holed roads are bad!
- Have participants turn where roads are well marked and avoid intersections where directions may not be clear.
- Strive for scenic views and interesting places. Sometimes it’s necessary to drive by them, but corn fields get old quickly.
- Unsafe intersections (blind views) or unsafe road surfaces should be avoided. Remember, safety first.
- Although names on mailboxes have been used as clues in the past, it is recommended that you do not use mailboxes for clues unless it is really obvious..
- Keep off busy streets or if you absolutely must, don’t have clues on busy stretches.
- DO NOT have participants search for clues on busy roads
- DO NOT have participants look backwards for clues. Everything must be visible by looking forward or to the side only.
- Be as detailed as possible with directions and landmarks. No one wants to get lost.
- Always note stop signs/lights on rally sheets.
- Intersections where cross traffic does not stop should be noted as CTDNS. (Cross Traffic Does Not Stop)
- Keep the rally length under two hours. Fifty to eighty miles is a good target distance.
- Keep in mind that the world changes, so as leaves and crops grow, your clues may be obscured.

Launching Cars:

- You may launch in order of registration, or in random order.
- It is best for cars to be spread out, so staggered launches are popular. Cars are released one at a time with a 2 to 3 minute interval between them. This keeps cars from bunching up.
- Note that staggered starts can mean a lengthy wait for the last few cars launched, and the first cars off will have to wait for everyone at the finish.
- To minimize this wait, there are several clever options.
 - 1 - Have 2 legs in the rally, and have half the group drive A/B order, and the other half drive B/A order. That way, by alternating starting legs you can launch cars in half the time.
 - 2 - Have different clues on the rally sheets, so even if cars bunch up, they will be looking for different clues.

Things To Consider...continued

Writing Rally Sheets

- Leave plenty of room on the sheet for participants to write in the answers
- Use different fonts or styles to create a user-friendly structure.
- Number all questions.
- PROOF READ, PROOF READ, PROOF READ!!!!
- Keep the questions in order with the rally directions (unless this is the “gimmick” of the rally).
- Staple multiple sheets together into packets.
- Use a clipboard friendly paper size, like 8.5 x 11.
- Always put a space at the top of the sheet for member name, mileage, departure time, etc...
- Design a rally sheet that is easy to grade, don't overdo it!!
- Make page breaks at a reasonable point, so participants don't have to constantly flip pages.
- Include your cell phone number in case a rallier gets lost!

Providing Rally Information for the Events Coordinator:

- Include the rally name, date of the rally, drivers meeting and start time, type of rally and meeting point.
- List the registration cost plus any other expenses (approximate lunch cost or any other extras).
- What weather conditions do you expect? Is this a rain or shine rally?
- Give a general description of the rally type (tour, scenic drive, clue), where you'll be going, if eating afterwards, the name of the restaurant. Make it exciting!
- Don't be afraid to ask the Events Coordinator for help.

Rally Day Check List

Bring:

- Extra registration forms for late entrants and rally instruction sheets.
- The registration log.
- Pre-registration forms previously sent in.
- Extra pens/pencils for participants who may have forgotten their own.
- A clipboard (they come in very handy).
- Cell phone so that participants who are lost can call you for help.
- Prizes.

Tasks:

- Check weather and call off rally if conditions do not meet your guidelines (Example: Sunshine Only!) or conditions are not safe for a good rally. You should contact the Events Coordinator as soon as possible so they can send an e-mail and then you should go to the starting point and advise anyone who shows up that the rally will not be run.
- Get to starting location early to set up and check in people as they arrive.
- Make sure every driver has signed waiver form from your rally waiver.
- Make all are greeted and new members are meeting other club members.
- Hold drivers meeting at designated time to explain rules and procedures of your rally.
- Have cars line up for start. You may want to put “spirited” drivers at front of line.
- Have drivers zero odometer and you may ask them to turn on parking lights for safety.
- Launch all the cars and then proceed to finish point. It's a good idea for you to eat now, as you may not get another chance.
- As cars arrive, ask drivers if they turned off parking lights and if a scored rally, collect and begin scoring rally sheets.
- Once all cars are in or the “drop dead” time has expired, score all sheets and announce the winners. Start with 3rd, then 2nd, and then 1st place.
- Record the winners and scoring on your registration log.
- Give the treasurer money from pre and day of registrations.
- Provide Open Road Editor with story and details of your successful rally.

Sample Registration Form

Entry #	Driver / Navigator	Paid?	Signed In?	Place?
1.				
2.				
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Sample Rally Instructions

The Eleven Rules of the Hidden Drives Rally
(It's better! It goes to eleven!)

1. The Rally Master is always right.
2. Observe the posted speed limits. This is not a race. Enjoy the day.
3. Mileage is given on the rally sheet, but pay attention to your directions. Your car's odometer may vary from mine.
4. If you get really lost, call the Rally Master (that would be Sara J). Her phone number is at the bottom of this sheet.
5. Find Sara J at the pit stop and ask for the list of questions.
6. Neatness counts when writing down your answers. Well, it helps your Rally Masters when she's checking your answers. Keep her happy.
7. Yep, there's going to be a test. Even if you're driving solo, you might win a fabulous prize.
8. If a faster car comes up behind you, be polite and at the first opportunity, let them pass. It's less irritating than having them sit on your back bumper. Be aware of traffic coming up behind you.
9. Watch for gravel or corn in corners and big farm equipment. The farmers are out with their combines, corn pickers and grain trucks. If you smash into a big tractor, they'll win every time. When you do pass them, wave and smile to thank them for letting you pass. Remember, they're working and you're having a fun day in November driving a very cool car (hopefully with the top down!).
10. Remember, this is a rally where everyone can win. So get an answer sheet from Sara J!
11. Remember Rule #1? The Rally Master is always right.

Ending point of the rally is downtown Zionsville. Your Rally Master will be at the Friendly Tavern, probably in the parking lot. Find her! Friendly's is located at 290 S. Main Street. There is a parking lot south of the building. OK, let's go have fun!

Sara J's cell # **317-513-3453**.

Set your FRS for Channel 5
Set your CB for Channel 5.

Sample Route Instructions

Hidden Drives - 2009

0.0	Straight on 106th cross Michigan Rd (421)
0.2	Left on Mayflower Park Drive
1.1	Right at stopsign - continue on Mayflower Park Drive
1.4	Right at stopsign onto 96th St
2.6	Straight at stoplight (96th and Zionsville Rd)
2.9	Straight at stoplight
3.7	Left onto 800S (Turn is just after you cross bridge)
4.3	Left at stopsign onto Moore Road
4.8	Caution! Traffic at Trader's Point Creamery and one lane bridge
5.1	Straight at stop sign (88th St)
5.3	Straight at stoplight (86th St)
6.7	Left at stop sign (flashing red light) onto Lafayette Rd. - CTDNS
6.9	Right onto Traders Lane
7.3	Curve right onto Wilson Road
8.1	Right at stopsign onto Fishback Rd. (T intersection)
8.4	Bear right and stay on Fishback Rd. Caution! Narrow road!
9.4	Left at stopsign onto 82nd St. CTDNS
10.4	Left onto Wilson Rd
11.0	Right onto CR1050E
11.8	Left at stopsign onto Maloney Rd. - CTDNS
12.5	Left at stopsign onto Raceway Rd. - CTDNS
13.0	Straight at stopsign back onto Fishback Rd.
13.3	Veer left onto Wilson Rd.
14.8	Right at stopsign onto CR950N CTDNS
15.3	Left at CR1075 E
15.8	Straight at stopsign at CR1000N
17.3	Right at stopsign onto Circle Drive - CTDNS
17.3	Right at stopsign onto Indianapolis Rd- CTDNS
18.3	Left onto Kissel
19.7	Scenic note- Salem Bridge - on right @ Hunt Club and Kissel
20.6	Straight across SR334 at stop sign CTDNS
21.4	Left at stopsign CR550S
22.5	Right stopsign at CR700E
22.7	Straight at stopsign CR525S
23.9	Curve left - don't go on that gravel road!
24.5	Right at stopsign onto CR650E CTDNS
25.6	Right at stopsign onto Pierce - will turn into CR300S
0.0	Zero your odometer at turn onto Pierce!
	Have you been counting cornfields?



How About A Mingle?

Not sure if you're up to hosting a rally? Well, you could always volunteer to help another Rally Master with their event, or start off your Rally Master learning experience by hosting a Mingle.

Mingles are low key, casual affairs. Basically, you find a place to meet and everyone arrives on their own and mingles. Simple!

Popular places include ice cream stands (Culvers, Dairy Queens, Ritters), Drive Ins (Mug 'n Bun, Dog 'n Suds) restaurants with outdoor seating. What's your favorite place to go on a summer evening?

Some Mingle Masters organize a short drive before the event, but this is not necessary. The goal is to drive your Miata and chat with other Miata minded folk!

Thanks for stepping up
and designing a rally for
our members to enjoy.

