

Please Reply To:

Katherine Wasilenko

PA/USATF Bid Coordinator

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August 29, 2010

Dear Current and Future PA/USATF Championship Race Directors:

The Pacific Association of USA Track & Field is now accepting bids from race directors to participate in the 2011 Pacific Association/USATF Long Distance Running Road (LDR) Grand Prix circuit. **The deadline for receipt of bids is Friday, September 10, 2010.**

If you wish to submit a bid for a Grand Prix event, please complete the back page of the Bid Form, which has been sent as a separate file in this email. Please return it to me at katiwaz@gmail.com as soon as possible.

The Long Distance Running Committee will consider all bids and vote on the Grand Prix at the next LDR meeting this fall, which is on Saturday, September 11, 2010 following the GGP Cross Country Race. You are welcome to attend the meeting, but it is not required. We will contact you soon after to inform you if we've accepted your bid.

The minimum prize purse is now \$3,000. As we have done for the past three years, we reserve \$100 for PA/USATF athlete development and award the remaining \$2,900 as championship prize money.

As a general rule, the more prize money you can offer, the more "value" your race is allotted for Grand Prix participants. For example, A race that offers \$6,000 will usually be a 2.0 point race. A race that offers \$4,500 will usually be a 1.5 point race. We may, however, decide to limit the maximum number of points a race can receive in an effort to keep one race from dominating the schedule too heavily.

Changes to LDR Rules and Guidelines

The LDR has made a few rules changes to keep the number of races on the schedule at a level that is manageable for the athletes. The following rules and guidelines took effect January 2006.

1. **Number of Road Grand Prix Events:**

- a. The LDR Road Grand Prix is limited to 14 races and one relay.

2. **Number of Events in Which an Individual May Score:**

- a. A runner may score in a maximum of six races in the long course grand prix and six in the short course grand prix. This means that if, for example, the short or long grand prix had 7 races, a runner could skip one race without penalty. Note that for team scoring, there is still just one grand prix comprising all races, and teams still drop one race.

3. **10K Classification:**

- a. A 10K race can now be classified as either a short or long course race. Previously, it had been classified as a short course. The LDR committee will decide each year which category to place a

particular 10K race, with the intention of creating a balanced schedule. (All races under 5K are short course; all over 10K are long course.)

4. Calendar Breaks and Scheduling:

- a. To give runners some breaks in the racing schedule, the LDR committee will attempt to avoid scheduling races during two periods each year:
- b. After December 15 and before February 16
- c. After July 14 and before September 1.
- d. Also, the committee will aim to schedule all short grand prix races in the first part of the year – from February 15 and July 15.

Also, please note these important requirements in the contract:

1. Item #6 requires all races to have ***qualified medical personnel*** present who can administer emergency care. This had been required in the past under the sanctioning contract, but we want to stress the importance of this by also including it in the race bid contract.
2. Item #8 requires the race to set a time for the ***awards ceremony and print that time in all race advertising and applications***. This will help runners make plans so that they can be present for the awards.
3. You must ***submit your race results*** to both the Pacific Association/USATF ***and*** to the USATF National Road Record Keeper. An *Application for the Recognition of Road Race Performances* must also be submitted to the national record keeper. Not all races have done this recently, and we need to remind you to comply with this requirement. I have attached instructions, which explains how to do this, plus the required application form.

Other than the requirements specified in the attached bid form, you administer your event as you normally do. Casual and non-Grand Prix runners in your race are not affected. We provide all administrative support in respect to the championship competition. I will be happy to provide you with a full list of benefits associated with becoming a Grand Prix race at your request. Whether you are a potential newcomer to the circuit, or an old veteran—we sincerely look forward to hearing from you.

If you have concerns, comments, or suggestions regarding the Grand Prix circuit, please do not hesitate to contact me.

Best regards,

Katie Wasilenko
Pacific Association Road Championship Coordinator

**PA/USATF LDR CHAMPIONSHIP CONTRACT
2011 SEASON**

1. The sponsoring organization agrees to sanction the event with the Pacific Association of USA Track & Field (PA/USATF). Fee schedules and sanction forms may be obtained from the Pacific Association office, 120 Ponderosa Court, Folsom, CA 95630, tel. (916) 983-4715, fax (916) 983-4624, e-mail pausatf@aol.com.
2. The sponsoring organization agrees to certify the course for record purposes prior to the competition.
3. The sponsoring organization agrees to meet the following requirements for race results submission and record keeping:
 - a. Within 48 hours of the completion of the event:
 - (i) Submit complete results to the designated Pacific Association Road Grand Prix Scorer according to Pacific Association guidelines.
 - b. Within 30 days of the completion of the event:
 - (i) Submit complete final results to USATF's National Road Record Keeper according to USATF's results submission guidelines.
 - (ii) Submit to USATF a complete and accurate "Application for the Recognition of Road Race Performances."

Note: Guidelines for the submission of race results data are attached. If the event fails to meet requirements for race results submission and record keeping, it will be subject to ineligibility for future Pacific Association championships as determined by the LDR Committee.
4. The sponsoring organization agrees to pay the total amount of prize money to the Pacific Association at least ten (10) days PRIOR to race date, to be placed in an escrow account for the winning athletes.
5. The sponsoring organization agrees to provide trained officials to monitor the event for pacing, unfair assistance, and order of finishers at the finish line, as well as to ensure that all competitors complete the entire distance while adhering to USATF's rules of competition.
6. The sponsoring organization agrees to have present during the race qualified medical personnel who can administer emergency care. The race day referee has the right to refuse to allow the race to begin until the medical personnel have been identified to him or her.
7. The sponsoring organization agrees to advertise at least one full page in PA/USATF's official publication, *California Track and Running News*.
8. The sponsoring organization agrees to list on all advertising and race applications the time at which awards will be presented.

9. All championships are championships for individuals, as well as for teams (clubs), unless it is a relay event (team only). The sponsoring organization agrees to allow all Pacific Association USATF clubs the opportunity to enter the competition. If there is a maximum limit to the number of entries, there will be at least 500 entries reserved for PA/USATF members, and each club will be allowed enough entries to comprise a scoring team plus two additional entries in each PA scoring division, provided the runners meet the entry deadlines.
10. The sponsoring organization agrees to provide space on the entry form for a USATF number.
11. The sponsoring organization agrees to provide space on the entry form for the club name and include club names on the results printout.
12. The sponsoring organization agrees to include on the entry form the wording “PACIFIC ASSOCIATION/USATF CHAMPIONSHIP” and to indicate in which PA/USATF divisions the Championship is being contested. The official PA/USATF Grand Prix divisions are Open Women and Open Men (39 and under), Masters Men and Masters Women (40–49), Senior Women and Senior Men (50–59), Super Senior Men and Super Senior Women (60–69), Veteran Women and Veteran Men (70–79), and Super Veteran Men and Super Veteran Women (80+).
13. The sponsoring organization agrees to also include the wording “AWARD WINNERS MUST BE PACIFIC ASSOCIATION USATF MEMBERS” and “PRIZE MONEY IS AWARDED TO PACIFIC ASSOCIATION USATF MEMBERS ONLY,” for that amount of money that is guaranteed for the Championship.
14. The sponsoring organization agrees to award certificates, medals, or patches to at least the top three individuals in the age group of 18-under and after that in every five-year age bracket (19–24, 25–29, 30–34, 35–39, 40–44, etc., through 90-plus), and to specify on the entry form these awards and these specific divisions in which they will be awarded. Race results will be scored in the age divisions specified here.
15. The sponsoring organization agrees to provide at least **\$3,000** in prize funds for the championship, with \$100 reserved for PA/USATF athlete development and the remaining \$2,900 going to championship prize money. Events may earn extra Grand Prix “point value” by increasing the total money to Pacific Association athletes and teams. For example, a race offering \$6,000 will likely be worth double points, while a race offering \$7,500 will likely be worth 2.5 points. The PA may decide to limit the maximum number of points a race can receive in an effort to keep one race from dominating the schedule too heavily.
16. If there is no winner in a category, the PA will return the prize money to the race director. For instance, if no PA member competes in the Veterans category, that prize money is returned to the race director.
17. Prize money for a race offering the minimum \$3,000 prize purse will be paid out according to the standard Grand Prix breakdown. For races offering more than \$3,000 in prize money, or races which are not championships in all age/gender divisions, the race may choose how the prize money breakdown, subject to Pacific Association approval. In any case, the standard breakdown is the minimum for each age/gender division for which the race is a Championship. In addition, the total prize money figure for the Championship should be specified on the entry form, for example, “\$2,900 PA/USATF CHAMPIONSHIP PRIZE PURSE.”

18. The sponsoring organization agrees to provide free entries to the top 15 open, top 10 master (40–49), top 5 senior (50–59), top 1 super senior (60–69), top 1 veteran (70–79), and top 1 super veteran (80+) Grand Prix winners, male and female, from the previous year. All top Grand Prix competitors who are eligible for free entry must pre-register in order to receive the free entry. (Each Championship is required to provide free entries only in those divisions in which the Championship is being contested.)
19. The sponsoring organization agrees to provide the Pacific Association USATF office complete results in a timely fashion.
20. No Championship may be held on the same weekend as another.
21. The sponsoring organization agrees to pay the Pacific Association a penalty of \$500 if they default on their bid six (6) months prior to the scheduled race date, and a penalty of \$1,000 if they default on their bid three (3) months prior to the race date.
22. Promotional Responsibilities: The event shall (a) in its printed material and advertising, including its entry forms, prominently identify the event as a member of the Road Grand Prix (including the name of the Grand Prix title sponsors) and shall include the USATF logo; (b) permit USATF banner/signage, and banners/signage of its official Grand Prix sponsors to be displayed (as agreed upon by PA/USATF and the event); (c) provide a finish line presence to USATF and its Grand Prix sponsors in the form of a preferred location and table(s) for literature and representatives and provide the same in the form of an Expo booth if the event has an Expo; (d) at PA/USATF's request include USATF and Grand Prix sponsor literature in all runner's packets; (e) if the event has a race program, include a Grand Prix article provided by PA/USATF.
23. Failure to execute or abide by any of the items 1–20 above may result in a forfeiture of the Championship.

CHAMPIONSHIP BID FOR 2011 PA GRAND PRIX

RACE NAME / DISTANCE:

DATE:

ENTRY FEE:

PRIZE MONEY:

PRIZE MONEY BREAKDOWN, IF OFFERING MORE THAN \$3,000:

DO YOU WANT TO ALLOW “DOUBLE DIPPING” FOR PRIZE MONEY? IN OTHER WORDS, IF A RUNNER PLACES IN THE MONEY IN MORE THAN ONE AGE GROUP (E.G., THIRD-PLACE OPEN AND FIRST-PLACE MASTERS) DO YOU WANT THAT RUNNER TO COLLECT BOTH PRIZES? IF DOUBLE DIPPING IS NOT ALLOWED, THE RUNNER GETS THE HIGHER OF THE TWO PRIZES.

ARE THERE ANY CHANGES TO THE RACE COURSE FROM PRIOR YEARS? IF THIS WOULD BE A NEW RACE ON THE GRAND PRIX, PLEASE INCLUDE A MAP AND DESCRIPTION OF THE COURSE ON A SEPARATE PAGE.

ADDITIONAL DETAILS:

EVENT SPONSORS:

RACE ORGANIZER / KEY CONTACT (INCL. ADDRESS, TELEPHONE, E-MAIL):

SIGNATURE:

DATE:

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