



# **GOLDEN EAGLE PARADE**

## **RULES & GUIDELINES**

### **FOR STUDENT ORGANIZATIONS**

## **GOLDEN EAGLE PARADE**

This year's Spirit Week celebration will bring back one of everyone's favorite traditions: the Golden Eagle Parade for Homecoming! This will be a great opportunity to bring Cal State LA and the surrounding community together to celebrate Golden Eagle spirit and pride! All student organizations and departments are strongly encouraged to participate in the parade.

The Homecoming Parade will be held on Tuesday, February 4, 2020. The parade route will travel from Corporation Yard through the Main Walkway to the University-Student Union Plaza.

Creativity, originality, overall appearance, theme integration and, above all, Golden Eagle spirit are important elements to consider when creating your entry. To achieve the best results, you should try to address each one of the above characteristics for a winning entry.

There will be two different parade categories from which you and your group can choose. Your organization can only choose to participate in one category. Each category will be judged separately and there will be separate winners for each. The categories are as follows:

### **CATEGORY**

1. Walkers
2. Spirit Vehicles (golf carts)

Students Organizations participating in the Homecoming Parade must sign up through the [ASI Spirit Week Page](#) and complete the online registration. All registrations must be done online.

### **PARADE RULES AND JUDGING**

1. Only four members of your student organization(s) may be on the Spirit Vehicle (?) or walking next to the vehicle during the parade. This rule is intended to increase the attendance along the parade route. During the parade, no one may get on or off the vehicle.
2. Throwing hard items to the crowd during the parade is strictly prohibited. Prohibited items include but are not limited to candy, beads and/or fliers. Entrants may have members of their organizations walk beside their entry and hand out giveaway items. Throwing items may result in disqualification and/or removal from the parade lineup. Approval may be given for soft items (e.g., T-shirts), but approval must be requested in advance.
3. Inappropriate behavior, comments and/or attire during the parade may result in disqualification and or removal from the parade lineup.
4. The maximum height for entries, including moving parts at any point is 13 feet high. This is measured from the ground to the top of the entry. Any entries exceeding 13 feet high from the ground and 9 feet wide by the time of the lineup will be disqualified from the competition and pulled from the parade lineup.
5. The Homecoming Committee will inspect the floats the day of the parade to ensure safety requirements are met. A second follow-up inspection will be performed at lineup on the day of the parade. All entries must pass inspection by the Homecoming Committee, which will assign time slots for those inspections. Organizations should ensure that every part of the float is secure.

Items prohibited on floats or spirit cars include, but are not limited to: fire, live animals, smoke machines, dry ice and explosives.

6. **ALCOHOLIC BEVERAGES OR THE USE OF ILLEGAL OR NON-PRESCRIBED DRUGS ARE NOT ALLOWED** in the construction lot, the lineup or the float. Parade participants who are noticeably intoxicated may be removed from the parade lineup. Violation of this rule will result in your organization's immediate disqualification from the parade. Persons caught in violation of this rule will be reported to the Office of the Vice President for Student Life and Dean of Students.
7. If there are additional questions or concerns, the Homecoming Committee will determine what is or is not a prohibited item.
8. **Entry construction may begin on Monday, February 3, 2020.** Students will be allowed to decorate their golf carts at parking structure A starting at **6:00 p.m.** and may work on the float leading up to Tuesday, February 4, 2020. ASI will secure a spot for storage of the golf carts to ensure the float's safety. All vehicles and floats must be moved to the parade start site no later than 9:00 a.m. on February 4, 2020. Violation of this rule may result in point deductions for the entire organization.
9. All entry construction must be completed three (3) hours prior to the parade. Parade lineup will begin two (2) hours prior to kick-off.
10. Parade entries will be judged during the parade. The floats will be judged one at a time by the judges sitting in the Grandstand at a point on the parade route. Judging will be based on the following: demonstration of school spirit and theme integration, originality/creativity and overall appearance. Each unit will be judged separately.
11. Before the floats leave the construction lot to enter the parade lineup, each organization's specific area must be cleaned. This includes but is not limited to paint spots. All materials must be thrown away in dumpsters, the area must be inspected, and each team must receive approval from a Homecoming Committee member before lineup.

## **HOMECOMING FLOAT SAFETY STANDARDS**

### **Construction and Materials**

- Floats, displays and decorations should be structurally sound and designed to withstand adverse weather conditions.
- No devices employing flames or heating devices (e.g., candles, kerosene or gasoline lanterns, torches, space heaters, heat blowers) will be permitted on floats.
- There shall be no open contacts, exposed wires or unprotected, exposed bulbs on the float.
- No decorations, deck or display shall be erected or stored in such a manner that it will block or impede any exit from a building, hall, etc.

### **Fire Safety**

When choosing materials for constructing a float, we suggest:

- Using materials that are flame resistant or flame retardant whenever possible.
- Using non-flammable finishes such as latex and watercolor paints. Oil-based paints, lacquers and enamels are much more flammable.
- Using tag board or poster board instead of materials containing inner voids such as corrugated cardboard, cornstalks and straw.
- No part of the float should drag or touch the ground or street, which could result in items getting entangled in the wheels and/or potential fire hazards. All parts of the float should be a reasonable and safe distance from the ground, wheels, and/or any other part of the float that could entangle them.

### **Entry Inspection**

- Inspection of the entries will be conducted throughout the day of the parade and immediately prior to the parade. Any entry not meeting the safety requirements or deemed unsafe will not be permitted to participate in the parade until and unless requirements are met.
- At the time of inspection (11:00 a.m. the day of the parade), the float platform must be completely constructed with the exception of finishing touches and staging elements (i.e. props).
- If there are any questions regarding these standards, contact Associated Student Inc. at (323) 343-4778

## **BUILDING A PARADE FLOAT**

When most people think of parades, they envision expensive mega-ton tractors pulling trailers covered with roses and people who look like they make a living smiling from atop these structures. In reality, most parades outside Los Angeles or Disney World consist of fun, less-expensive affairs, ranging from paper-covered chicken wire frames on a pickup truck to a group happily waving their organization's banner. You may find that even after dedicating hours of blood, sweat and tears, your group may find itself staying up all night on the eve of the parade putting the final touches on your float. Keep in mind that your float is a labor of love that proudly displays your group's school spirit and creativity. Take this opportunity to work hard, have fun and build morale and team unity among group members, as it will be a memorable experience you will not soon forget.

There is a variety of float types both appropriate and necessary for an entertaining parade. Your organization has a choice of several different ways to participate in the Golden Eagle Parade. Your organization can choose to participate in one of the following categories – Walkers, and Golf Carts.

The three main types of floats are:

1. Traditional Float
2. Flatbed Float
3. Walking Float

The next three sections in this guide will give you an idea of what each type of float entails as far as building time, cost and resources needed. Once you assess what your group is able to do (i.e., how much money you want to spend, the spirit of your presentation, how big you want to make your float and how much time you have), you should pick a float type that matches your group's resources and intended message.

## The Traditional Float

The traditional float is constructed of a wood frame covered with chicken wire and colored or spray-painted tissue. Often, these floats are placed on the back of a pickup or flatbed truck. In our case, you would incorporate your frame to a golf cart.

This type of float usually takes the longest to build and is the most expensive. The traditional float can be elaborate and often involves construction of scenery or props not unlike what is done in theatrical stagecraft.

**Building time:** A large group of students (or a very dedicated smaller group) might take only a few days to build a float of this type. Since few students have time to plan and begin construction of their float in February, it is important to have good teamwork, time management and construction plans. In budgeting time for a traditional float, keep in mind that you will need lots of it just to build the wooden frame, encase it in wire mesh and stuff the mesh holes with tissue or toilet paper (we haven't even gotten to painting yet!). The frame will take the most skill, while the tissue stuffing will take the greatest amount of time. The more stuffers you have, the better!

**Cost:** Costs vary, but traditional floats are often built for about \$500. The cost fluctuates depending on the quality of materials and the resourcefulness of your crew.

**Resources needed:** Depending on the size and complexity of the float, you may need some of the items listed below. Most of them are readily available in this area:

- Wood (2x4s): used to construct the frame, or skeleton, of the float.
- Chicken wire: used to surround the wooden frame to form the body of the float.
- Poms (tissue or toilet paper): used to fill holes in chicken wire to form the "skin" of the float.
- Nails: to secure the wire to the wood frame.
- Paint (spray and house): used to paint the float.
- Mode of transportation: can be, but not limited to, a truck and trailer, flatbed or pickup truck used to move your float along the parade route.
- Sheets: used as part of the float, to cover the sides of your truck or trailer or for making a banner. Sheets also protect the driveways and grass where you will be painting (although newspaper is a less expensive method). Sheets, cut into strips, may also be used as a substitute for tissue to develop the "skin" of your float.

**Tip:** To keep float structures upright throughout the entire parade, double-pomp (stuff twice the amount of tissue through the chicken wire holes) and use wood underneath the chicken wire to create a sturdy frame.

## The Flatbed Float

You may have difficulty distinguishing between a flatbed float and a traditional float because a traditional float can be transported on the back of a flatbed. A significant difference, however, is that the flatbed float does not usually involve the elaborate construction that characterizes a traditional float. One form of flatbed float consists of several people dressed in costumes to represent an event or team or depict some significant scene riding on a simply decorated truck.

This type of float makes it easy to include either a large sign or banner with your group's name on it and signs with slogans on them that match the parade theme.

**Building time:** Again, depending on the float's complexity, a group might spend as little as one afternoon or as many as three or four weeks working on it. Allocate more time to create and perfect a skit or some actions to take place aboard the float since it focuses more on originality and improvisational performance than on decoration and pomp. Other considerations include costume design and construction.

**Cost:** Generally the costs for a flatbed float should be far less than for a traditional float, both financially and time-wise. Instead of buying all the construction supplies, you generally need only pay for special costumes (when necessary) or materials to make your group's banner or sign. By using the resource guide and asking for donations, you can very often acquire the necessary materials without any great expenditure.

**Resources needed:**

- Costumes for each member participating in the float.
- Flatbed truck or trailer.
- Building materials for staging the float and for minor construction of props, etc.

## The Walking Float

The least expensive and simplest of floats, the walking float, can also be the most popular and entertaining in the parade. The success of this type of unit depends on the creativity and sense of humor the group incorporates. Often a skit or routine is performed several times throughout the course of the parade. The walking parade unit presents an excellent opportunity for groups with little time or money to participate in the parade. With a bit of creativity and some time to rehearse, any group is quite capable of putting forth a superb parade entry.

Another well-known example of the walking float is the dragon often seen in Asian festivals. Still another very popular form of the walking float is performing groups. Choral or military groups that develop some sort of synchronized movements often create very impressive and popular walking entries.

**Building time:** There is no required building time unless the group is going to make use of props. With such an entry, participants have the chance to utilize the whole parade corridor as a stage, allowing for closer interaction with the crowd.

**Cost:** Cost for a walking float can be minimal depending on your plans. As with the other varieties of floats, costs will include any costumes and props rented or purchased, but construction will be minimal and no vehicle is needed for transport.

**Resources:** If is going to have some sort of choreographed routine, you'll probably need a room for rehearsal. If costumes or coordinated outfits are to be used, they and/or the material from which to make them will be needed.

## Locating Resources

Throughout the guide we have repeatedly mentioned the need to be creative and resourceful in your float building. It is important to be equally creative in locating materials for the construction of your float. While some materials will need to be purchased, your float cost will be a function of how creative you are in acquiring necessary resources. To help you with your search, we've compiled an alphabetical list of some of the most common materials used in building floats.

- **Chicken wire:** Stores like Lowes, Home Depot and Wal-Mart are good sources.
- **Cloth/fabric:** Local fabric stores (check the Yellow Pages) may be able to make a donation. In addition, check with businesses that manufacture items that require cloth (e.g., craft stores). They may be willing to donate their remnants.
- **Lumber and hardware:** Hardware stores or home-building stores are, of course, likely sources for lumber. Look especially for stores that sell used and scrap lumber. Another good source is local contractors (see Yellow Pages).
- **Paint and paint brushes:** Paint and painting supplies are expensive but necessary float building materials. You can begin by asking for donations at hardware and paint stores, but if you don't start early someone else may beat you to it; most stores will only donate once. Contractors are another good source; check the Yellow Pages for house painting crews and the like.
- **Sheets and linens:** Local hotel properties regularly throw away bed linens that have small rips or holes. Because they cannot use sheets that are damaged in any way, they may be happy to contribute the used linens to groups like yours. Second, many other hotels and inns and therefore regularly dispose of perfectly float-worthy linens. Starting with the finer hotels and working your way down will probably provide the best results.
- **Tissue and Toilet Paper:** START EARLY. Hotels are a great source for toilet paper and tissue as long as you receive the hotel's permission to take it. They stock a great deal of this material and will often spare some for a good cause. It is important to go through proper channels to get supplies, though. Do not take toilet paper from campus buildings; you may find yourself in front of the Dean if you do so.

Reminder: Stores like K-Mart, Wal-Mart, Lowe's and Target are generally great places to begin your resource-hunting. You can probably find all the miscellaneous items you will need in one store.

**Tip:** Few people realize that hair spray is a handy float-building resource. Yes, hair spray. Spraying Aqua Net on the pom-poms, tissues or toilet paper (depending on whichever you use) helps to keep the paper together and create an overall coat that is shiny and more attractive.

## Parade Resource List:

Although the Homecoming Committee will provide limited supplies to student organizations, this resource list is intended to help teams make the best float possible. The list is intended as a starting point and can lead your group in the right direction. Often times, finding the proper items and equipment is harder than actually building your float when it should be the other way around. Good luck!!!

## Construction Equipment and Supplies

These are the local home improvement stores in the area. You can call them to see if they can give you a donation in product but you need to call them early. Ex: Home Depot, Lowes

## Party Supply Stores: Party City