

Getting Started - Teachers, Coaches, and Mentors

Coaches

- Find two adults to serve as coaches
- Team coaches **MUST** each complete both the “Consent and Release” and “Youth Protection Screening” before the team can register for the Utah Regional or any other event. FIRST will not allow a team to register until these steps are completed.
- Accept student applications via the FIRST dashboard as students apply to the team

Mentors

- Find additional adults to serve as team mentors
- Team mentors must complete both the “Consent and Release” and “Youth Protection Screening” prior to the regional but do not need to have them completed before the team registers for the regional.

Coaches and Mentors

- Coaches/mentors should expect to meet with the team several times a week during robotics season (Jan-April) and potentially may meet as well during the off season for off season events
- At least one coach/mentor should have technical expertise.
- At least one coach/mentor will help with administration, fundraising, community outreach, and other tasks

Getting Started - Students

- Teams may consist of any number of students. FIRST recommends having 10 or more core students on a team
- Students **MUST** register with firstinspires.org to participate
- Students must be willing to put in time after school and perhaps on weekends depending on the schedule the team creates.
- Students must be willing to do any job the team needs.

Registering Students with firstinspires.org

Student Responsibility

- Each student must create an account with firstinspires.org
- When the screen prompts, choose FRC and enter your team’s number
- Invite parents to also create an account on firstinspires.org
- Link the parent and child accounts if not already linked
- Remind the lead coach to accept the student applications via the coach’s FIRST dashboard

Parent Responsibility

- The parent **MUST** electronically sign the FIRST “Consent and Release” form on behalf of their child

Getting Started - The Team

Find a Suitable Meeting Place

- The space should have enough room for everyone to work safely as the team builds an industrial-sized robot.
- Shop needs: array of tools, including both hand tools and some power tools
- Shop needs: a stocked and updated first aid kit
- Shop needs: vacuum, broom, and other cleaning instruments
- Space needs: computers. The team will definitely need at least one laptop to interface with the robot but may also wish to have additional laptops and/or desktops for programming and CAD
- Space needs: proper supervision

Find Funding

Funding a FRC robotics team will take financial planning. Registration fees for a team’s first event and kit of parts is \$5000 for each veteran team and \$6000 for each rookie team. Registration fees for each subsequent event is \$4000. If the event is not held nearby funds will also be needed for transportation, lodging, and food. Teams may also be interested in raising funds for parts for the robot and/or tools for the shop.

Sponsorship

When looking for companies to sponsor the team it is a good idea to start to start with your own team community. Learn where the parents and relatives of your team members are employed and ask them to help you find the contact information for the person in charge of corporate giving. Ask that individual if the company would be willing to sponsor the team.

Many companies already have established relationships with FIRST and are good sources to look to for funding for a team. These include Raytheon, Rockwell Automation, Boeing, Department of Defense, NASA, Caterpillar, Collins Aerospace, Google, Lockheed Martin, and National Instruments. Funding from these sources is not guaranteed but they are a good place to start the search. Also, be aware that some of these companies require the team to have a company employee to participate with the team as a mentor to be eligible to receive sponsorship.

Most teams offer incentives such as printing the company name on a team banner, shirt, or on the robot itself, based on the amount of money given.

Grants

Another great way to find funding is to apply for grants. It is great to get students involved in the grant writing process as a practice for the scholarship applications they will soon be filling out. Great grants to look at include a number of grants from the STEM Action Center and a FIRST-specific NASA grant. Watch the newsletters from the national headquarters and from the state that announce upcoming grant opportunities.

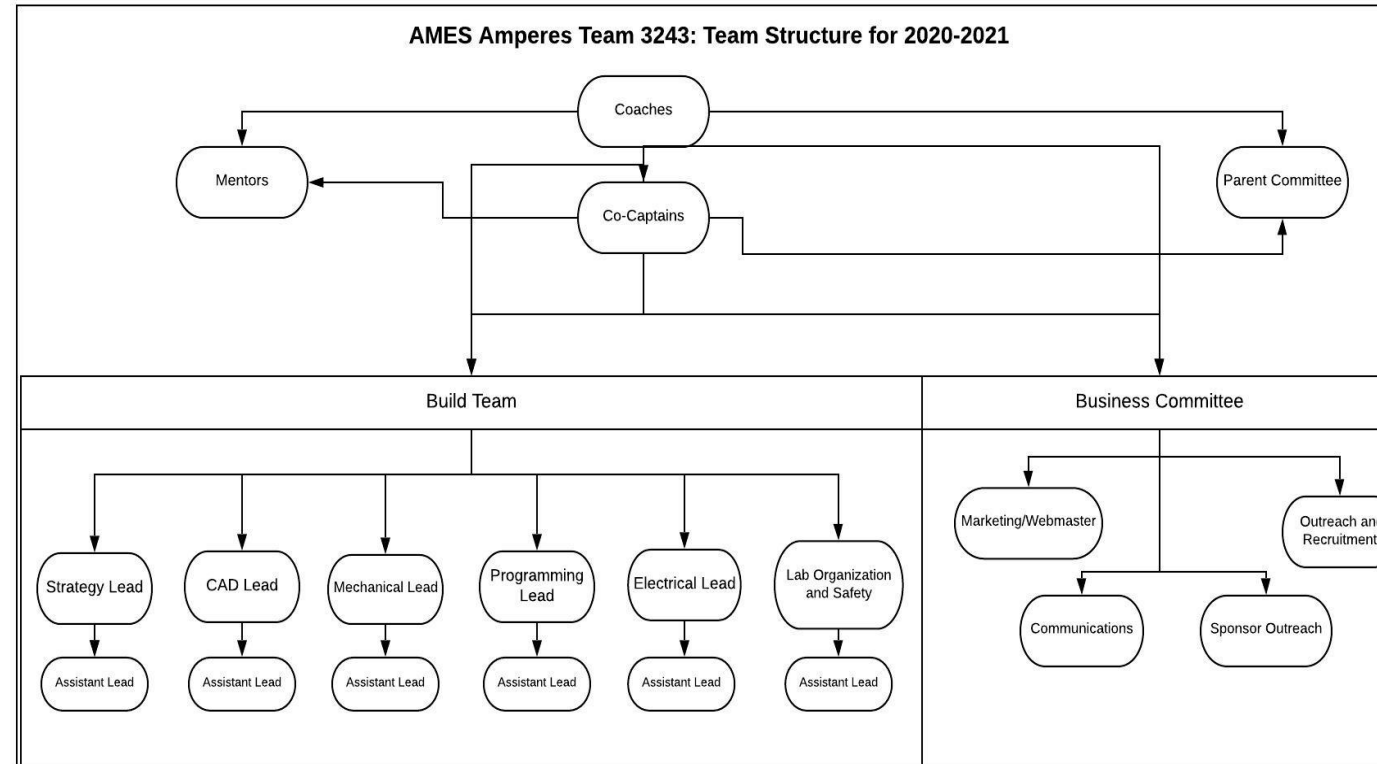
Fundraising

This could be anything from chocolate bar sales to a virtual fundraising campaign. Some teams hold silent auctions. Some have car washes. Be creative! Talk to other coaches for fundraising ideas.

Getting Started - The Team (continued)

Student Leadership

FIRST does not have a standard leadership structure. It will be up to you to figure out what you would like your team structure to look like. Below are some examples of leadership structures here in Utah.



Getting Started - Good Ideas

Code of Conduct

Create a conduct that the team can agree on. Set your own expectations. These could include

- Expectations for safety
- Expectations for behavior
- Student grade expectations
- Time commitment expectations

The FIRST Code of Conduct can be found at <https://www.firstinspires.org/about/code-of-conduct>

Communication

Set up both a means and an expectation for regular communication with students, mentors, and (most importantly) parents. Teams regularly use email, newsletters, message platforms such as Discord or Slack, and text services such as Remind. Please learn the rules and guidelines for your school when it comes to interacting with your students online before you establish the means of communication for your team. It is always a good idea to have a minimum of two adults per communication when communicating with students online.

Parent Support

Parents can offer wonderful support to the robotics team. Make sure they are always in the loop with your schedule and expectations. Some may be able to work as a mentor for the team. Some teams even utilize parent support in providing teams with meals during build sessions that run into the evening or on weekends. Creating a parent booster organization may help your team achieve their many goals.

Important Dates

Visit <https://www.firstinspires.org/robotics/frc/calendar> for all of the important dates including registration deadlines, payment deadlines, and kickoff.

Build Season

Kit of Parts and Rules

All teams will receive a standard kit of parts. It is up to the team to decide whether or not to use the kit of parts. If the team wishes to substitute their own parts in place of what is in the kit of parts they are responsible for making sure the parts conform to the rules set up by FIRST.

Rules will be announced at the January kickoff event. Once the rules have been announced they will also be available online.

