



# Muncie/Delaware FIRST Robotics Team #1720



2009/10  
Team Handbook

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Muncie/Delaware FIRST Robotics Team  
WEBSITE URL [www.muncierobotics.org](http://www.muncierobotics.org)

## OVERVIEW

This Handbook is an information source and communication tool for the use of the Muncie/Delaware FIRST Robotics Team. The Muncie/Delaware FIRST Team consist of a partnership between local high school students and Ball State University, Ontario Systems, Maxon Corp, and Delaware Machinery and Tool Company, with additional support from other local sponsors. The team is made up of members from the following groups:

- Students from local high schools (Burris, Indiana Academy, Central, Southside, Yorktown, Daleville, Delta, Cowen, Wes-Del, Wapahani, and area home school students)
- Engineers from Ontario Systems, Littler Diecast,, Magna Power Train, Maxon Corp, Delaware Machinery and Tool, Altairnano.
- Ball State University and Ivy Tech Community College employees from various departments, including Technology, Physics, Media Relations, and Center for InterMedia Arts (IIMA)
- Parents of student team members
- Adult mentors from local companies

### Muncie/Delaware FIRST Team Goals:

- Provide a hands-on engineering experience for local high school students, regardless of race, color, creed or religion
- Excite students to engineering and technology careers
- Allow students to work side-by-side with positive role models
- Promote the ideals of FIRST
- Provide skills which will promote success: leadership/teamwork/creativity
- Increase community awareness of FIRST Robotics
- Be a competitive FIRST team

## MUNCIE/DELAWARE FIRST HISTORY

The Muncie/Delaware FIRST Robotics Team is a new county-wide concept that has expanded from a small team from Indiana Academy for Science, Math, and Humanities, an upper-division state-wide school for high school students from Indiana. Team 1020 was formed in 2003 and competed for 3 seasons as a rookie team, before folding due to their small size and limited funds, mentors, and personnel. To continue to have a US FIRST Robotics opportunity ([www.usfirst.org](http://www.usfirst.org)) in the Muncie/Delaware County area, the new team formed. The Muncie/Delaware FIRST competed in 2006 as "Team 1720."

FIRST (For Inspiration and Recognition of Science and Technology) is a national non-profit organization that focuses on **inspiring** students about math and science. FIRST, among other things, sponsors a nationwide robotics competition, where many high school students and adults get a chance to express their excitement about technology and compete in a challenging and fun atmosphere.

Founded in 1989, FIRST consisted of fewer than 40 teams. By 2001, FIRST consisted of over 500 teams across the country (and even outside the country). By 2007, the number of teams increased to over 1,300. Teams have the ability to compete at a variety of levels and many of the awards, include:

"Creativity in Design" Award  
National Competition Champion  
"Incredible Play" Award  
Motorola Quality Award  
Championship Team Spirit Award

Mid-Atlantic Regional Runner Up  
FIRST Imagery Award  
Regional Imagery Award  
Regional Chairman's Award

## TEAM STRUCTURE/OPERATION

The Muncie/Delaware FIRST team is structured as follows:

Executive Team – comprised of 5-6 professionals. This is the main governing body for the team.

Team Make-up – The team consists of various constituency groups. These groups are

- **High school students** - There are no restrictions on which high school the student attends. The team will accept students from any high school grade. The team strives for diversity of grade level.
- **Adult mentors** – are adults who are full team members. They attend most of the team meetings and have leadership roles on the team. Adults can be parents, or adult professionals.
- **Adult supporters** – are adults who assist with various tasks when needed, but do not have leadership roles on the team.

The team is divided into sub-teams, which have specific responsibilities. Team resources can vary among the sub-teams as necessary. Sub-teams consist of the following:

- **Robot Drive Team** – responsible for designing, constructing, and perfecting the robot drive system.
- **Robot Chassis Team** – responsible for designing, constructing, and perfecting the skeletal structure of the robot.
- **Robot Electrical Team** – responsible for electrical wiring, circuitry, controller programming, and all electrical components associated with the robot.
- **Robot Pneumatics Team** – responsible for the incorporation of any pneumatic mechanisms on the robot.
- **Robot Specialty Teams** – responsible for designing, constructing, and perfecting a specific robot function which is needed for the current competition goals.
- **Animation Team** – responsible for storyboarding, developing, and providing an entry for the Autodesk Animation Awards.
- **Web Team** – responsible for updating and maintaining the team website. This includes team schedule, photographs of progress, journal of activities, results of competitions, and “cool” look of the website.
- **Chairman’s Award Team** – responsible for capturing and recording team history. Prior year and current activities are recorded in a format for submission for the FIRST Chairman’s Award
- **Public Relations Team** – responsible for getting local community and FIRST community exposure of the team and the robot. This is done through contacts with FIRST, local publications, local television stations, etc. This team is also responsible for the “look of the team” (jerseys, dyed hair, bandanas, etc), team giveaways, etc
- **Fundraising/Sponsorship Team** – responsible for bolstering our team resources by obtaining funding and donations (food, supplies, services) for use by the team. This team is also responsible for obtaining Thank You notes from students for the sponsors and organizing any fundraising events.
- **Outreach Team** – responsible for building relationships with schools, the local community, and other FIRST teams in order to promote the vision of FIRST and to assist other teams.
- **Travel Logistics Team** – responsible for detailing logistics for team events where travel/lodging is required. This includes airfare, lodging, transportation, park passes, carpooling, etc.
- **Sustenance Team** – responsible for preparing a schedule and the food purchase/ preparation for the team during the competition period (January through March).

At specific times during the season, other specialized teams are needed. They are:

- **Playing Field Construction Team** – responsible for understanding FIRST-supplied blueprints of the playing field and building the field to those specifications.
- **Competition Team** – responsible for competing in the competitions. The competition team consists of
  - **Main (chassis) driver**
  - **Robot accessory operator**
  - **Human player**
  - **Coaches**
  - **Back-ups**
- **Scouting Team** – responsible for providing competitive information for the competition team prior to and during competition.
- **Pit Crew** – responsible for keeping robot in perfect working order and for making engineering upgrades made during competition.

## **TEAM DEVELOPMENT**

Team skills are developed through continuity of personnel from year to year and through participation in team activities throughout the year, including the Indiana FIRST Workshops held in October and the IRI (Indiana Robotics Invitational). We hope to offer Team activities including service (repair of hospital equipment, such as wheelchairs), PR (demonstrations and presentations to area schools, libraries, etc.), and special team events, including VEX and possibly Lego League.

**Indiana FIRST Team Leaders, Ball State University and Ivy Tech** offer a series of workshops, which are designed to cover the basic information that everyone needs to understand how the robot works. Any in-depth training on specific skills that are required for a particular sub-team will be done during the build phase or in conjunction with an independent study course. Workshops are mandatory to team members. They will be held 1 - 2x a month, from September thru December, on Wednesday evenings and/or Saturday mornings.

**Independent study** may be requested to cover a specific subject in more depth to accomplish a task important to the team prior to the build phase. Attendance is voluntary, but will give students added skills to contribute to the team. The independent study group chooses their own meeting time and schedule to complete the study.

**Special team events** are those activities where the entire team is expected to participate, such as a fund raising car wash, a community event, or an invitational competition.

## **FUNDING AND FINANCIALS**

Funding of the team comes in three sources, major sponsors, minor sponsors, and team member contributions.

**Major sponsors** supply the majority of the funds used by the team. Muncie Community Foundation, Ball Brothers Foundation are the major sponsors for the Muncie/Delaware FIRST. Major sponsors are solicited through the Executive Team.

**Minor sponsors** are companies, groups, or individuals who contribute funds, supplies, or services to our team. Minor sponsors are solicited through team members. It is the expectation that each team member will solicit at least one minor sponsor.

**Team member contributions** are funds supplied by team members to contribute to the costs of the team. This contribution is used for purchase of food, team uniforms, and travel/lodging to competitions. Each team member is required to contribute to the team. However, if financial difficulties are preventing a team member from contributing, he/she should consult with a member of the Executive Team, since no student will be denied membership in the team due to lack of funds.

## BUDGET ITEMS

Participation in the US FIRST Robotics Competition is not inexpensive. To provide an idea as to where the costs are, here are a few of the budget line items:

- \* Registration (entitles team to compete at one regional event) \$6000
- \* Each additional regional event attended \$4000

Note: Initially, we will plan to attend 1 local regional event (BoilerMaker Regional). If our robot competes well, we can attend the Midwest Regional (St Louis); Championships (if we qualify) will be in Georgia. (Registration costs alone add up to \$13,000)

- \* Playing field construction \$500-\$1000
- \* Robot construction (including back-up robot) \$3000-4000
- \* Travel to BoilerMaker Regional \$200/member
- \* Travel to Georgia (costs shared by team members) \$600/member
- \* Food (costs paid for by team members) \$100/member, in-kind
- \* Team items (banners, giveaways, jerseys) \$2000-3000
- \* Miscellaneous (video, copying, mailing, etc.) \$2000

*This is a very expensive endeavor. This is why it is so important for team members to fundraise and to obtain sponsors.*

## STUDENT INVOLVEMENT

FIRST's mission is to excite young adults about the areas of science and technology. FIRST does not set requirements for student involvement with their respective teams. These requirements are for each team to determine themselves.

The goal of the Muncie/Delaware FIRST Team is to give students as much hands-on experience in the engineering project of building a robot to the specifications of the competition as possible. Students are involved in the following areas:

- brainstorming the design aspects of the robot,
- prototyping ideas to see which have merit,
- machining parts,
- wiring the circuitry for the robot,
- designing and mounting the pneumatics components,
- programming the controllers and writing computer code for various tasks,
- assembling the final product,
- testing and troubleshooting,
- constructing the playing field,
- developing storyboards and creating the animation entry,
- recording (via photos and video) team progress,
- scouting other teams to obtain competitive information,

Students are assisted by adult professionals, many being engineers. Students are encouraged to assume leadership positions and represent the team during interactions with media and other teams at the competitions.

## SPONSOR AND COMMUNITY INVOLVEMENT

The primary goal of FIRST is to inspire people to appreciate engineering, science, and technology. Although not necessary for the functioning of the team, the Muncie/Delaware FIRST Team strongly encourages interaction with our sponsors and our communities. The robot and the team can be made available to give presentations as requested by our sponsors.

Community activities are venues to spread the word about what FIRST is doing to provide an exciting atmosphere for youth to experience an engineering project first-hand. The Muncie/Delaware FIRST

Team will try to find opportunities to involve the communities and to be involved in the communities we represent.

## **PARENTAL/ADULT INVOLVEMENT**

The Muncie/Delaware FIRST Team encourages parents to participate in the team when possible. Some parents will be granted team membership due to their involvement. Others will serve as team volunteers for special projects. This results in a team affiliation, but not team membership.

**PARENT/ADULT TEAM MEMBER** – parent who fulfills all expectations of team membership, including meeting attendance, active team participation, and associated financial requirements. Parent Team Members must attend the majority of the meetings and get full team membership privileges.

**PARENT/ADULT TEAM VOLUNTEER** – parent who assists the team on certain projects, but who does not meet team member requirements. Examples of projects may include the building of the competition field, obtaining sponsorship, food deliveries, public relations assistance, supporting the team during competition events, etc. Parent Team Volunteers do not enjoy full team member privileges. Volunteers can attend meetings when it is convenient.

**PARENT/ADULT TEAM SUPPORTER** – parent who attends team events to show support for the team. Support can be simply cheering for the team at competition events up to participating in Team Volunteer activities.

## **TEAM RULES**

To maintain membership in good standing with The Muncie/Delaware FIRST Team, each team member must obey the team rules. Failure to do so may result in punitive action up to dismissal from the team.

1. Team members will act in a safe manner at ALL TIMES. This includes during any official or unofficial team meeting, traveling to team events, and during competitions.
2. Team members will obey ALL safety rules of the site and the work area (e.g. wearing proper protective equipment – safety glasses, driving safely on site, etc.).
3. No horseplay will be tolerated in work areas.
4. Team members will actively practice “gracious professionalism,” especially when in the presence of other FIRST teams. Remember, we represent Muncie and Delaware County with our team.
5. Team members must adhere to the meeting “sign in” procedure. The procedure begins with each team member signing in at the meeting location. Upon leaving the site, each team member must sign out.

## **TEAM MEMBER EXPECTATIONS**

1. Team members are expected to attend all scheduled full-team meetings and workshops, to arrive at the proper start time of the meeting, and leave at the proper finish time.
2. Team members are required to commit a MINIMUM of 12 hours per week of active participation time during Build Season (Jan – March). This is equivalent to attending 2 weekday meetings and 1 weekend meeting per week. Members who cannot commit this amount of participation time will not be considered for FIRST scholarships, or team recommendations.
3. If a team member cannot attend a meeting, he/she must contact an adult leader on the team via e-mail or phone **PRIOR TO THE MISSED MEETING**.
4. Team members are expected to keep current with team activities and requirements (paperwork, forms, money due, etc.). Team members can do this by attending all meetings, or by checking updates on our team website (URL: [www.muncierobotics.org](http://www.muncierobotics.org)).
5. Team members are expected to actively participate in meeting activities.
6. Team members are expected to take initiative to determine what tasks need to be completed in support of the team. Some downtime (lack of having a team task to work on) is expected but no one has time for excessive downtime. Remember, everyone is volunteering their time and be considerate.

7. The Muncie/Delaware FIRST Robotics Team is an opportunity to learn from professionals and accomplish a formidable task. It is not a social club. We do expect social interactions to occur as we build a true team. However, our team meetings and events (competitions, community events) are not the place for excessive socializing and showing of romantic affection.
8. Team members are expected to display Gracious Professionalism at all times. Gracious Professionalism is the embodiment of the [FIRST philosophy](#). It is how we should strive to act, whether we are being watched or not, and in a way that would make our grandmothers proud. Treat others with kindness and respect, communicate clearly, resolve conflicts and misunderstandings immediately. Gracious professionalism is that we learn and compete like crazy, but treat one another with respect and kindness in the process. Gracious professionalism is part of pursuing a meaningful life. "GP" encourages quality work, good ethics, respect for yourself and everyone else, and the ability to compete in a gracious manner. "GP" represents everything FIRST stands for, and so too for FIRST Team 1720.
9. It is expected that each team member be responsible for whatever tasks he/she has agreed to complete. It is very important to the team that members are reliable when they say they will do something.
10. Team members are expected to promote FIRST and technology education in their communities and schools. This may entail participation in presentations about FIRST Robotics.
11. Team members are expected to write "Thank you" letters to team sponsors in a timely manner.
12. HAVE FUN!!!!!! Being an active member of this team takes much work, but the rewards are definitely worthwhile. Take advantage of this.

## **STUDENT MEMBER SELECTION PROCESS**

For the 2008/9 season, The Muncie/Delaware FIRST will maintain maximum student membership of 30-35 students. If student membership is greater than 35, a selection process may have to be used.

The procedure for the selection process is as follows:

- PHASE I: Students returning completed applications by the due date will receive invitations for the Kick-off event.
- PHASE II: Workshop attendance is required for membership.
- PHASE III: If required, in December, decisions will be made on final team membership. The criteria used to make this decision will include:
- meeting attendance
  - team participation
  - initiative and enthusiasm
  - having all required forms completed
  - having all required fees paid
  - final team diversity in gender, school, grade level

The selection decision will be made by the Executive Team.

- PHASE IV: If a student does not follow the team rules or meet the team expectations after team selection is completed, he/she may still be dismissed from the team. The Executive Team will make these decisions as necessary.

## 2009-2010 SEASON

Our team season officially begins with a kick-off event (organizational meeting) in early September. Following the kick-off, workshops will commence. The purpose of the workshops is to provide an understanding and some level of skills training for students prior to the start of the competition.

Workshops end in December, when the focus turns to the requirements of the actual competition. The FIRST Robotics competition kick-off event occurs in early January. From that point, teams have six weeks to design, build, test, and ship a robot, which will compete.

Regional competitions run through March and early April. The Championship is held at The Georgia Dome, Atlanta, Georgia in April.

Following competition, team members are asked to participate in community events to share their experience. Students are encouraged to arrange presentations at their high schools.

### GENERAL TIMELINE\*

**(workshop topics TBA, Wednesday or Saturdays throughout the fall semester)**

Kick-off/Organizational Meeting	September	1
Team Meetings	Sept 1 – Dec 16,	Tues & Wed
Team Carry-in	December	Dec 19
Pre-Kickoff Meeting	January	6
Competition Kick-off	January	9
Design/Build Phase	January-February	meet 4+ times/week)
Pre-Ship Scrimmage Event	February 22	IN Teams & public invited
Robot Ship Date	February	23
Regional Competition	March	1–8 – 20, 2010
Championship Event	April	week 3 (TBA)

### MEETING SCHEDULE

#### September through December

Meeting day: Tuesdays & Wednesdays; possibly SATURDAYS (TBA)  
 Meeting time: 6:00 – 8:30 p.m.  
 Location: 3600 W. White River Blvd, Morrison Mock Professional Building  
 Ivy Tech Muncie, by appointment, and others TBA

#### January through March

M – TH 6:00- 9:00PM  
 Saturdays 10 a.m. – 5 p.m.  
 Sundays 1:00-5:00PM (TBA, if needed)  
 (additional meeting times may be added if necessary)

#### March/April Competitions

To be announced

### TEAM MEMBER DUES\* SCHEDULE

<u>Purpose</u>	<u>Amount</u>	<u>Due Date</u>
<b>Travel fees</b>	<b>\$200</b>	<b>2/1/2010</b>
<b>Food donations, Jan-Mar</b>	<b>1 meal + 3 nights of snacks &amp; drinks for the team</b>	
<b>Team Jerseys</b>	<b>\$10/jersey (limit 2)</b>	<b>upon joining</b>
<b>Insurance (Explorer Post #1720)</b>	<b>\$11 per year</b>	<b>upon joining</b>

*\*NOTE: All team members are asked to raise \$200 in funds or in-kind services to pay for travel. Payments are due on dates above. Food donations will be coordinated.*

*Due to excessive costs, team members are expected to contribute. However, if a team member cannot meet these requirements due to financial difficulties, he/she should contact a member of the Executive Team to reconcile the situation.*

**Optional**

<b>Travel to off-season competition</b>	<b>\$40</b>	<b>Sept 20, 2010</b>
<b>Boilermaker Regional Travel/Lodging</b>	<b>\$200 (non-refundable)</b>	<b>2/1/2010</b>
<b>Georgia Travel/Lodging</b>	<b>\$400</b>	<b>2/1/2010</b>

*NOTE: Team members are not required to go to Georgia. However, if you do plan to attend, you need to make a non-refundable down payment in January. Sponsor donations to an individual team member may be used against the \$200 due on 2/1/2009.*

TO: High School Students interested in learning more about engineering and technology careers.

FROM: Cheryl LeBlanc, Team Coordinator – Muncie/Delaware FIRST

SUBJECT: MUNCIE/DELAWARE FIRST TEAM APPLICATION

Hello!

You have been identified as a student who has an interest in our FIRST robotics team, The Muncie/Delaware FIRST team thanks for your interest! This letter is a request for more information. REGARDLESS OF WHETHER YOU HAVE BEEN A TEAM MEMBER IN THE PAST, it is essential that you complete the following application IN FULL. To be considered for a position on the team, we need to receive your application by Wednesday, January 7, 2009. Applications after this date will not be considered. You can either return an application through the mail (postmarked by 1/7) or via e-mail.

If you are sending the application by regular mail, send it to this address:

Cheryl LeBlanc  
P.O. Box 218  
Muncie, IN 47308  
E-mail: [cleblanc@bsu.edu](mailto:cleblanc@bsu.edu)

If you have any questions about FIRST or the Muncie/Delaware FIRST Robotics team, please contact one of the following people:

**CONTACT INFORMATION:**

Team coordinator:

Cheryl LeBlanc      [cleblanc@bsu.edu](mailto:cleblanc@bsu.edu)      765-285-8839 or 730-3052

Team leaders:

Mike Koch      [ldruningman@hotmail.com](mailto:ldruningman@hotmail.com)  
Mark Littler      [mlittler@littlerdiecast.com](mailto:mlittler@littlerdiecast.com)  
Rick Johnson      [RJohnson@bsu.edu](mailto:RJohnson@bsu.edu)

Consultants:

Mark Lohmar      [mlohmar@comcast.net](mailto:mlohmar@comcast.net)  
Brian Backus      [bbackus@delawaremachinery.com](mailto:bbackus@delawaremachinery.com)  
Paul Errington      [perrington@bsu.edu](mailto:perrington@bsu.edu)  
Brad Hanauer      [hbhanauer@aol.com](mailto:hbhanauer@aol.com)



*Application Form*  
**The PhyXTGEARS**  
**Robotics Team #1720**

**A. APPLICATION CONTACT AND INTEREST**

Name \_\_\_\_\_ date \_\_\_\_\_

Address \_\_\_\_\_

Phone # \_\_\_\_\_ e-mail \_\_\_\_\_

Grade in 2008-2009 (circle one) 8    9    10    11    12    Date of birth \_\_\_\_\_

Parent/guardian name \_\_\_\_\_

Parent/guardian occupation \_\_\_\_\_

Parent/guardian work address \_\_\_\_\_

Parent/ guardian home phone work phone \_\_\_\_\_ / \_\_\_\_\_

Parent/guardian e-mail \_\_\_\_\_

**What aspects of the team are you interested in? Check all that apply. This does not lock you into a work area. We are interested in learning more about you. Experience is not necessary; you will be offered instructions.**

- |   |   |
|---|---|
| <input type="checkbox"/> Mechanical Engineering | <input type="checkbox"/> Electrical Engineering   |
| <input type="checkbox"/> Drafting Design        | <input type="checkbox"/> Publicity / Marketing    |
| <input type="checkbox"/> Finances               | <input type="checkbox"/> Animation/Graphics/Video |

**Do you have any experience in the following areas? What kind, how much and how long? (For example:**

“took 1 semester course in school”, “enjoy as a hobby for past 5 years”, etc; put comments next to area you check)

- |  |  |
|--|--|
| <input type="checkbox"/> AutoCAD                                   | <input type="checkbox"/> AutoCad Inventor / SolidWorks   |
| <input type="checkbox"/> 3DMAX/other animation software            | <input type="checkbox"/> C++                             |
| <input type="checkbox"/> Linux                                     | <input type="checkbox"/> PHP Scripting / MySQL Databases |
| <input type="checkbox"/> CPanel Web hosting software               | <input type="checkbox"/> Dreamweaver MX                  |
| <input type="checkbox"/> Adobe Photoshop                           | <input type="checkbox"/> Fireworks MX                    |
| <input type="checkbox"/> Flash MX                                  | <input type="checkbox"/> Microsoft Word                  |
| <input type="checkbox"/> Microsoft Power Point                     | <input type="checkbox"/> Microsoft Publisher             |
| <input type="checkbox"/> Video Editing (Vega Video / Adobe Premier | <input type="checkbox"/> Digital Photography             |
| <input type="checkbox"/> CNC Machining                             | <input type="checkbox"/> Shop Classes                    |
| <input type="checkbox"/> Welding                                   | <input type="checkbox"/> Basic Electronics               |
| <input type="checkbox"/> Bread Board Building                      | <input type="checkbox"/> Soldering                       |
| <input type="checkbox"/> Wood Carpentry                            | <input type="checkbox"/> Finances / Budgeting            |
| <input type="checkbox"/> Journalism                                | <input type="checkbox"/> Leadership Position             |
| <input type="checkbox"/> other (_____)                             |  |

**B. APPLICANT ESSAY QUESTIONS**

*\*\*\*Completion of these questions are required\*\*\**

To be considered for membership to The Muncie/Delaware FIRST Robotics Team, each applicant must complete the following questions. Please take the time to consider your answers for each of these questions. There are no right or wrong answers to these questions. Through your responses, we hope to learn more about our applicants and their interests to assist in future program planning. If an excess of applicants exist, the response to these essay questions may be used in a selection process.

***What do you find interesting about this program?***

***What do you expect to gain from this experience?***

***What qualities/experiences do you have that would make you a significant contributor to our team?***

**Do you plan on attending a four-year university or technical school upon graduation?** YES NO  
 If so, what majors are you considering?

What universities or technical schools are you pursuing?

**C. OTHER**

**Are you involved in other organizations, extra-curricular activities or sports?**  
 If "YES", please list them:

---

**Are you currently a member of 4H?** YES NO

**Are you currently a member of Boy Scouts?  
 Insurance coverage requires membership as an Explorer** YES NO

**Are you able to attend after-school meetings?** YES NO

**Are you able to attend evening meetings?  
 Most take place from 5:30PM to 8:30PM** YES NO

**Are you able to attend Saturday meetings?  
 Most take place between 10:00AM to 5:00PM** YES NO

**As a member of the team you are required to attend a minimum of 75% of team meetings / activities. This includes a MINIMIM commitment of 12 hours per week during BUILD SEASON. Are you able to meet this requirement?** YES NO

**Are you able to travel to competitions?**

**These require parental consent. Inability to travel will not prevent you from team membership.**

**YES**

**NO**

**If "YES" to the previous question, are you able to meet the financial obligation for travel? There will be a minimum of \$50 per trip plus food and personal expenses to a maximum of \$500 per trip depending on fundraising and event location. We will always try for \$50 per trip.**

**YES**

**NO**

**List any regular conflicts by season**

<b>Sun</b>	<b>Mon</b>	<b>Tue</b>	<b>Wed</b>	<b>Thur</b>	<b>Fri</b>	<b>Sat</b>

**D. GRACIOUS PROFESSIONALISM FOR TEAM 1720**

*\*\*\*Required Signature\*\*\**

**Gracious Professionalism** is the embodiment of the [FIRST philosophy](#). It is how we should strive to act, whether we are being watched or not, and in a way that would make our grandmothers proud. Treat others with kindness and respect, communicate clearly, and resolve conflicts and misunderstandings immediately. Gracious professionalism is that we learn and compete like crazy, but treat one another with respect and kindness in the process. Gracious professionalism is part of pursuing a meaningful life. "GP" encourages quality work, good ethics, respect for yourself and everyone else, and the ability to compete in a gracious manner. "GP" represents everything FIRST stands for, and so too for FIRST Team 1720. Competition with respect. Effective communication. Creative brainstorming. Gracious Professionalism.

Conduct unbecoming of a FIRST Team Member

1. disrespect of people, property, team members
2. disruptive behavior which affects other team members
3. any lack of gracious professionalism

Consequences of any such conduct will include:

1. A written apology to all team members involved that acknowledges and takes responsibility for the specific misconduct and describes how such mistakes will be avoided in the future. Participation in team activities will be suspended until the apology process has been completed.
2. Subsequent activity with the team will be on a probationary basis for the remainder of the season or the following build season, whichever comes first, with the understanding that any and all future instances of misconduct will result in the offending parties involved being sent home immediately. Repeated misconduct with no evidence of attempts to learn from previous mistakes will result in removal from the team.

I have read and the above statement and will abide by Gracious Professionalism.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_  
(student)

Signed: \_\_\_\_\_ Date: \_\_\_\_\_  
(parent)



**F. STUDENT MEMBER CONTRACT**

*\*\* Required document \*\**

**I, hereby verify that the information and statements on this application are true, to the best of my understanding. I also pledge, if chosen as a FIRST team member, to meet all requirements of scholastic standing, fundraising, attendance and participation in order to remain a member in good standing.**

I \_\_\_\_\_, agree, as a member of the Muncie/Delaware FIRST, to

- 1. Follow the TEAM RULES as documented in the Team Handbook
- 2. Abide by the rules of Gracious Professionalism, as described above.
- 3. Meet all the TEAM EXPECTATIONS as documented in the Team Handbook.
- 4. Conduct myself in a safe manner in all situations where I am acting as a member of this team.

By not adhering to this contract, I realize that my behavior may result in consequences up to and including termination of my team membership.

\_\_\_\_\_  
student signature

\_\_\_\_\_  
date

**I, as parent or legal guardian verify that I have read and understood all of the information contained in this information package.**

\_\_\_\_\_  
parent signature

\_\_\_\_\_  
date

***Please snail mail your application form signed or give to an existing robotic team member.  
Cheryl LeBlanc/ team coordinator Muncie/Delaware Robotics P.O. Box 218 Muncie, IN 47308  
www.muncierobotics.org      www.usfirst.org      (765) 730-3052***

***You will be notified as to your acceptance on the team. If accepted, you and your parent or legal guardian must attend the team kick off meeting in January.***