



FIRST[®] Tech Challenge

Sample Team Budget

The following sample budget was created for a Team was a rookie team and cost reflect one-time purchases for their robot and one event. Adding additional supplies and event registration and travel will cost more. Teams should anticipate some of the costs as they are planning their budget and fundraising. For team longevity, teams will want to end the season with some surplus, if possible, to help get them started in the next season.

At the start of the season, create a budget that guesstimates expenses. Using the template below, put anticipated expenses and the projected amount in the column named "Budgeted Amt. As money gets spent, track the line items and the actual dollar amount in the column labelled "Actual Cost". For teams who need to report their budgets out for awarded grants, sponsors, or schools, you might need to use the "Category" and "Rationale" columns to separate out how each expense is applied and the purpose for it.

To modify this budget in Microsoft Excel, download the template from the [Team Management Resources page](#).

Item	Budget Amt.	Actual Cost	Category	Rationale/Explanation
Expenses				
Registration	275.00		Registration	Season registration fee (required).
Kit of Parts: Competition Set	580.00		Robot Supplies	Rookie teams will need to start with either a TETRIX kit.
Kit of Parts: Control & Communication Set 2	265.00		Robot Supplies	Rookie Teams will need to the Technology used in <i>FIRST</i> Tech Challenge, primarily phones and adapters for events. Veteran Teams may need replacements.
Kit of Parts: Electronics Modules & Sensors Set	150.00		Robot Supplies	Teams can choose to add modules, sensors, or other supplies to their kit.
Tools	200.00		Robot Supplies	Rookie teams will likely need to invest in purchasing some basic, essential tools.
Misc Parts & Supplies	200.00		Robot Supplies	Needs arise for parts, etc., so budget accordingly so you have the money.
Team T-Shirts	150.00		Team Supplies	To promote the team and show spirit.
Team Buttons	60.00		Team Supplies	To promote the team and raise funds.
Pit Display	50.00		Team Supplies	To promote the team at events.
Printing	100.00		Team Supplies	The team will likely incur printing costs (paper, ink), so plan for it in the budget.
Tournament Registration	75.00		Registration	Event registration fees vary by region.
State Championship Fee	200.00		Registration	Station Championship fees vary by region.
Gas	100.00		Travel	Getting the team and the robot to the event often takes a bus.
Food	200.00		Travel	Feed the team at meetings and/or events.
Sub-Total	2605.00			Projected total expenses for the season. Actual Costs may be

				lower/higher, but it's best to plan high.
Monies				
Rollover Amount	0.00			Money left over from the previous season (applies only to veteran teams)
Grant	575.00		Grants	Team applied for and received a grant from an organization.
School Allocated Club Funds	500.00		Income	Some schools provide clubs and organizations with a set amount of money each year.
Pizza Fundraiser	300.00		Fundraiser	Planned team fundraiser with ideal amount raised.
Car Wash	300.00		Fundraiser	Planned team fundraiser with ideal amount raised.
Button Sales	300.00		Fundraiser	Planned team fundraiser with ideal amount raised.
Sub-Total	1975.00			Anticipated amount of money coming in throughout the season. Actual amount may be lower/higher, but it's best to over-plan ways to raise money.
Bottom Line				
Credit/Deficit	-630.00			Current money still left/Money owed that still needs to be raised (marked in red)
Rollover Amount				Any money that can be moved over to the next season's budget at the end of the current season.

Ways to Reduce Expenses for Rookies

The above budget is planned for a Rookie Team purchasing the maximum amount of supplies through the *FIRST* Tech Challenge Storefront and attending one Tournament Event. Reductions in this budget could include:

- Borrow tools – about \$200 savings
- Reduce extra parts and supplies needs with frugal robot design – about \$150 savings
- Don't buy Team Swag (T-shirts or Pit display) – about \$200 savings
- Parents donate gas, travel expenses, and food – about \$200 savings
- Get a local print shop to donate printing – about \$100 savings

Total potential savings: about \$850 if all above measures were combined. New Expense Sub-Total: \$1,823.

Ways to Reduce Expenses for Veterans

The above budget is planned for a Rookie Team purchasing the maximum amount of supplies through the *FIRST* Tech Challenge Storefront and attending one Tournament Event. Reductions in this budget could include:

- Don't buy a new Kit of Parts - about \$600 savings
- Use old tools – about \$200 savings
- Reduce extra parts and supplies needs with frugal robot design – about \$150 savings
- Use previous T-Shirts and Pit display – about \$200 savings
- Parents donate gas, travel expenses, and food – about \$200 savings
- Get a local print shop to donate printing – about \$100 savings



Total potential savings: about \$1,450 if all above measures were combined. New Expense Sub-Total: \$1,223.

Optional Costs

Many Teams want to build and test their Robots using off-the-shelf materials and a real Playing Field. This is, however, totally up to the Team and what they can afford, but will increase their expenses throughout the season. Example expenses include:

- **FIRST Tech Challenge Playing Field Perimeter** – approximately \$700 (or you can save money by building one using the [Low-Cost Field Perimeter Build Guide](#)).
- **FIRST Tech Challenge Playing Field Tiles** – approximately \$360 for a full field (or you can save money by only buying a few tiles, like 6, to practice on).
- **FIRST Tech Challenge Field** – a full field will cost \$450, or you can save money by buying just a half field for \$300, or just a few of the field elements with varying costs by part (or you can save money by building a Field using the *FIRST Tech Challenge* DIY Field Build Guide and Blueprints. This lives on our Season Game Page).

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