

Award Terms and Definitions

FIRST has defined specific terms around outreach and support to ensure all teams can clearly communicate with judges and our community the great things they do to grow FIRST. All teams must adhere to the following definitions in their award submissions and judge interviews.

Category	Defined Terms
Team Support Definitions	Started
	Mentored
	Assisted
Event Support Definitions	Running an Event
	Supporting an Event
Outreach	Reached
	Advocated

Team Support Definitions

Started

(a *FIRST* LEGO League / *FIRST* Tech Challenge / *FIRST* Robotics Competition team)

A team has **Started** a team if they have met one of the following requirements:

1. Funded or sourced funding (i.e., grants or sponsorship) of at least 50% of the team registration fee.
2. Made the team aware of *FIRST* and/or the specific program and helped the team with the official registration process.

As well as:

1. The **Started** team agrees that the **Starting** team did in fact **Start** them.
2. The **Started** team competes in an official *FIRST* event.

The intent of this definition is to make it clear when a team is responsible for bringing a new group into a specific *FIRST* program. The keys here are helping with funding OR introducing the new group to *FIRST* and helping them get registered as a team in their specific program.

Cases where one team has **Started** another team will be rare. Cases where one team has **Mentored** or **Assisted** a team through their initial phases are very valuable, however they are distinct from **Starting** a team.

Teams are encouraged to provide documentation as a reference for judges (e.g., a letter from the team that has been **Started**) supporting the fact that they did indeed **Start** each team referred to in the submission. New teams can only be **Started** by two teams and can only provide two of these letters. All provided documentation may be made available for judges during the second interviews as an additional resource item.

Mentored

(a *FIRST* LEGO League / *FIRST* Tech Challenge / *FIRST* Robotics Competition team)

A team has **Mentored** a team if they have met all the following requirements:

1. Providing consistent communication, either in person or via phone/email/video conference, to the **Mentored** team helping with technical or non-technical *FIRST* program specific issues.
2. The **Mentored** team agrees that the **Mentoring** team did in fact **Mentor** them.

Mentoring a team is a consistent and ongoing relationship. To be considered a **Mentoring** team, you must be providing regular help to the **Mentee** team during the season within their schedule. We understand that not all teams meet as regularly as once a week, however this is a general standard. For some teams, communication may be more infrequent and still considered consistent. We encourage teams to use their best discretion when evaluating these edge cases. Helping teams on a less consistent basis is still immensely valuable and important, however it would simply be considered **Assisting** a team.

Teams are encouraged to provide documentation (e.g., a letter from the team that has been **Mentored**) supporting the fact that they did indeed **Mentor** each team referred to in the submission. All provided documentation may be made available for judges during the second interviews as an additional resource item.

Examples (but not limited to) of consistent communication for **Mentoring** a team include:

- Team A regularly sends students to a nearby school to help their *FIRST* LEGO League team(s) with their robot design and project presentations.
- Team A sends an email to Team B asking for advice on future robot design. The two teams email back and forth over a period of time exchanging questions and answers.
- Team A meets Team B at a competition. Team B expresses concern that their team is struggling to keep the team going and is looking for help. The two teams live far away from each other, but over the next year, they exchange many emails, they video chat a few times during the off-season and even meet in person.

Examples (but not limited to) of **not Mentoring** a team:

- Answering a single email question.
- Inviting a team to your shop so they may make parts on your machinery.
- Hosting a team in your build space during inclement weather when they are unable to access their own facilities.
- Giving a robot part to another team.
- Allowing a team to practice at your practice facility.

Assisted

(a *FIRST* LEGO League / *FIRST* Tech Challenge / *FIRST* Robotics Competition team)

A team has **Assisted** a team if they have met all the following requirements:

1. Providing communication, either in person or via phone/email/video conference, to the **Assisted** team helping with technical or non-technical program specific issues. OR providing funding and/or supplies to the **Assisted** team.
2. The **Assisted** team agrees that the **Assisting** team did in fact **Assist** them.

Assisting a team is a form of **Mentorship**, however it does not require the long term or consistent communication that is a defining characteristic of **Mentorship**. It is expected that all *FIRST* Tech Challenge teams are constantly assisting their fellow *FIRST* teams, and it is not necessary to try and document or count all the instances of **Assisting** that your team has participated in.

Examples (but not limited to) of **Assisting** a team:

- Answering a single email question.
- Inviting a team to your shop so they may make parts on your machinery.
- Hosting a team in your build space during inclement weather when they are unable to access their own facilities.
- Giving a robot part to another team.
- Allowing a team to practice at your practice facility.

Provided Published Resources (to a *FIRST* LEGO League / *FIRST* Tech Challenge / *FIRST* Robotics Competition team)

A team has **Provided Published Resources** to a team if they have met all the following requirements:

1. The team has created resources designed to aid teams with technical or non-technical *FIRST* program specific issues.
2. The resources have been published or presented publicly. (e.g., presented at a conference, published on a team website, etc.)

Many *FIRST* Tech Challenge teams have created a wealth of resources that benefit numerous teams. This kind of assistance is enormously valuable to our community and is heavily encouraged. However, these acts do not meet the definition of **Mentoring** since they lack consistent communication involved in mentoring. To recognize and encourage these important efforts, the definition of **Provided Published Resources** was created.

Teams are encouraged to provide documentation (e.g., letters from teams who have used the resources; screenshots of downloads/engagement/digital impression statistics; attendance numbers) supporting the overall reach of their **Published Resources**.

All provided documentation may be made available for judges during the second interviews as an additional resource item.

Examples (but not limited to) of **Providing Published Resources**:

- Team A creates and publishes a scouting database compiling statistical data from competitions, and the database is downloaded and used by other teams.
- Team A creates and gives a presentation on *FIRST* fundraising to an audience of 15 local *FIRST* Tech Challenge and *FIRST* LEGO League teams.
- Team A develops and publishes a mobile app that contains *FIRST* LEGO League tutorials, and the app is downloaded and used by *FIRST* LEGO League teams.
- Team A creates and publishes *FIRST* Tech Challenge drivetrain video tutorials on YouTube, and videos are watched and used by *FIRST* Tech Challenge teams.

Event Support Definitions:

Running an Event

A team has **Run** an event if they have met all the following requirements:

1. Team members are involved in most of the planning of the event.
2. Team members are involved in most of the on-site event execution or have arranged for and supervise the volunteers to handle most of the on-site event execution.

Running an event means that this event would not be possible without the efforts and actions of the given team. The team in question must be responsible for most of the work that goes into the event.

Teams are encouraged to provide documentation (e.g., a letter from the organizing body/Program Delivery Partner that the event was **Run** for) supporting the fact that they did indeed **Run** the event. All provided documentation may be made available for judges during the second interviews as an additional resource item.

Examples (but not limited to) of **Running** an event.

- Team A acts as most of the planning committee for a *FIRST* LEGO League event, and team members recruit and train the event volunteers.

Hosting an Event

A team has **Hosted** an event if they have met one of the following requirements:

1. The event takes place at a team facility.
2. The event takes place at a facility arranged for by the team.

Hosting an event occurs when a team opens one of their own facilities or arranges for a facility to allow for an event to occur. Often teams will **Run** and **Host** the same event, but these terms do not necessarily have to be linked.

Supporting an Event

A team has **Supported an event** if they have met any of the following requirements:

1. Multiple team members are involved in some part of the planning of the event.
2. Multiple team members are involved in the on-site or online event execution for the entirety of the event (i.e., Team members have volunteered for the entirety of the event)

Teams **Support** events by helping with the planning or execution of the event. This is less encompassing than **Running** an event.

Examples (but not limited to) of **Supporting** an event:

- Having multiple team members volunteer for the entirety of an event.
- Having a few mentors serve on a large planning committee for a *FIRST* Tech Challenge regional event.

Examples (but not limited to) that **do not** qualify as **Supporting** an event.

- Having 1 team member volunteer at an event.

- Helping tear down the field at the end of an event.
- Having 1 mentor serve on a large planning committee for a *FIRST* Tech Challenge regional event.

Outreach

Reached

A team has **Reached** someone if someone has interacted or observed the team in some capacity whether it be digitally or in person, regarding the **Reaching** team's program(s).

Reach is the all-encompassing number of people who became aware of your team via a stated medium/event. **Reach** requires tangible interaction or observation of the team, not merely seeing the team in the background of a show or public exhibit.

Examples (but not limited to) of **Reaching**:

- 6,000,000 people watch a TV show that features a team's robots. This team has **Reached** 6,000,000 people.
- 1,000,000 people attend an event where the team has an exhibit. However, only 500 of those people saw the team's actual exhibit. This team has **Reached** 500 people.
- 30,000 people attend a football game, where the team performs with their robots during the halftime show. This team has **Reached** 30,000 people.
- 700 people follow a team on Instagram. This team **Reached** 700 people.

Examples (but not limited to) of **not Reaching**:

- 6,000,000 people watch a TV show in which the team's robots are used as background props. Since the robots nor the team have been featured, this team has not **Reached** the audience.
- 30,000 people attend a football game, where the team's name is shown on the big screen at the stadium. This is not a tangible interaction or observation of the team; thus, this team has not **Reached** the audience.

The goal of using **Reach** in submissions is to accurately convey the number of people who have become aware of your team. However, it is difficult to provide exact numbers when it comes to the numerous public demonstrations teams participate in every year. It is important that teams do not embellish or exaggerate these numbers, as doing so would paint a misleading picture of the team's accomplishments. When in doubt, teams should try and estimate on the low end.

Teams are encouraged to provide documentation that shows the basis of their estimates of **Reach**. (e.g., Letters from event organizers stating event attendance and specific area attendance) Documented evidence and breakdowns of **Reach** numbers are far more compelling than simply stating the team's estimated **Reach**.

Advocated

A team has engaged in **Advocacy** if they meet any of the following criteria:

1. Met with government officials, community leaders, school administration, or business leaders (or their staff) to discuss and engage with and promote public policy changes towards the promotion of STEM/*FIRST*.

2. Developed relationships with government officials, community leaders, school administration, or business leaders (or their staff) to promote public policy changes towards the promotion of STEM/*FIRST*.
3. Served as a resource for government officials, community leaders, school administration, or business leaders (or their staff) as they create public policy changes towards the promotion of STEM/*FIRST*.

Examples (but not limited to) of engaging in **Advocacy** are:

- Attending an **Advocacy** day where teams from the area met with local officials on afterschool STEM engagement programs.
- Working with leaders to craft a bill or resolution that was introduced.

Examples (but not limited to) of **not** engaging in **Advocacy** are:

- Using social media/tweeting to government officials.
- Volunteering for a campaign.
- Hosting a table/tabling/handing out flyers at parade or event (people must engage not just a passive act).
- Soliciting and recruiting sponsors solely for your team (i.e., fundraising).

Teams are encouraged to be specific about when they started an initiative or participated in one. It should be part of their current season.

An extra resource item is defined as one shared with the judges during their team judging second interviews or pit interviews. It may be a poster, video, engineering notebook, PowerPoint, or any additional materials to enhance the team interview and provide proof on the team's process and journey through their season.