

FIRST[®] Tech Challenge Sample Team Budget

The following sample budget was created for a rookie team to help determine potential team's costs for the season. Costs reflect one-time purchases for their robot and two events. Additional supplies, local event registration, and traveling to events 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 estimates 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](#).

Registration, Robot, and Event Expenses				
Item	Budget Amt.	Actual Cost	Category	Rationale/Explanation
Expenses				
Program Registration Fee – North America	\$295.00		Registration	Season registration fee. (Required for North America teams).
Program Registration Fee – International	\$0.00		Registration	International teams (outside North America) are not required to pay the season registration fee with <i>FIRST</i> Headquarters. However, there may be fees assessed by the local international Program Delivery Partner.
Kit of Parts: Control Communication Set	\$265.00		Robot Supplies	The REV Driver Hub in the Control & Communication Set transmits commands and serves as the driver's station and the robot controller.
REV Control Hub	\$282.00		Robot Supplies	Currently out of stock
Kit of Parts: Competition Set	\$580.00 OR \$555.00		Robot Supplies	Rookie teams will need to start with robot materials build kit. This price reflects the TETRIX (\$580.00) build kit and the REV (\$555.00) build kit available in the Storefront. This cost may be lower for veteran teams who reuse a kit each year.
Tools	\$200.00*		Robot Supplies	Rookie teams will likely need to invest in purchasing some basic, essential tools. This cost can be reduced by borrowing tools, or by receiving them as donations.
Misc. Parts & Supplies	\$200.00*		Robot Supplies	Needs arise for extra or replacement parts, etc. Budget accordingly so you have the money.
Tournament Registration	\$100.00*		Event Registration	In most regions, teams will be required to pay a fee to register for and compete at an event. Fees will vary by region.
State Championship Fee	\$250.00*		Event Registration	Although not all teams within a region will qualify for the State Championship, teams should plan for these costs in their budget ahead of time. Should a

				team earn a spot at one of the World Championships, registration and travel expenses will be additional.
Gas	\$100.00*		Travel	Getting the team and the robot to the event often takes a bus.
Food	\$200.00*		Travel	Think about if you plan to feed the team at meetings and/or events.
Scoring Elements	\$60.00*		Game Supplies	At minimum, teams should plan to purchase a couple of scoring elements for the seasons game to practice with prior to competitions. Teams may also opt to purchase a full or partial field with scoring elements (if they have additional space/budget. See "Optional Expenses" Section).
Subtotal	\$2,532.00			Projected total expenses for the season. Actual Costs may be lower/higher, but it's best to plan high.

*Approximate costs, actual costs may vary by each team's needs.

Startup Funding, Grants, and Fundraising				
Item	Budget Amt.	Actual Cost	Category	Rationale/Explanation
Income				
Grants (Local)	\$500		Grants	Teams should reach out to their regional contact for information about grants offered to local teams in their region.
School or Organization Allocated funds	\$500.00			Some schools and organizations have funds set aside for their teams.
Family and Friends	\$250.00		Fundraising	Ask family or friends if they can donate to your needed expenses.
Fundraiser 1 (example: Carwash)	\$250.00		Fundraising	There are many creative ways teams can fundraise to help cover costs of travel, robot parts, etc. These are just some examples of how teams can raise funds. For more examples and ideas, check out our Fundraising Guide and Fundraising Toolkit .
Fundraiser 2 (example: requesting local business support)	\$500.00		Fundraising	
Fundraiser 3 (example: Social media funding campaign)	\$400.00		Fundraising	
Subtotal*	\$2400.00			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.

* Please note that the above are examples only. Actual amounts will vary and are not guaranteed.

Optional Expenses

Item	Budget Amt.	Actual Cost	Category	Rationale/Explanation
Expenses				
Game Set	\$150 - \$450		Game Supplies	Teams can opt to purchase a full game set (\$450) for at home practice prior to competing. AndyMark also offers a partial game set (\$290), as well as individual game field components that can be purchases separately.
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. At minimum, teams can create poster boards showcasing their team members, their robot build designs, and outreach efforts. Some teams also choose to purchase decorations; however, this is at the discretion of each team.
Subtotal	\$710.00			Projected total optional expenses for the season. Actual Costs may be lower/higher, but it's best to plan high.

Bottom Line			
Category	Projected Amount	Actual Amount	Rationale/Explanation
Registration, Robot, and Event Expenses	\$2532.00		
Fundraising	\$2400.00		
Potential Optional Expenses	\$710.00		
Credit/Deficit	-\$842.00		<p>Current money still left/Money owed that still needs to be raised (marked in red).</p> <p>This example includes optional expenses that teams might not opt to spend in their first year.</p>

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 two tournaments. Reductions in this budget could include:

- Borrow tools – about \$200 savings
- Reduce extra parts and supplies needs with frugal robot design – about \$200 savings
- Don't buy Team Swag (T-shirts or Pit display) – about \$200 savings

Total potential savings: about \$600 if all above measures were combined.

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 \$580 savings
- Use old tools – about \$200 savings
- Reduce extra parts and supplies needs with frugal robot design – about \$200 savings
- Use previous T-Shirts and Pit display – about \$200 savings
- Parents donate gas, travel expenses, and food – about \$300 savings

Total potential savings: about \$1,445 if all above measures were combined.

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).