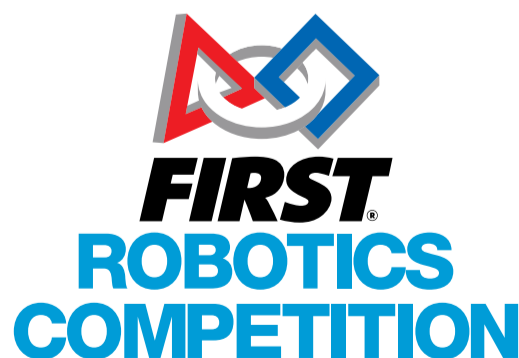


6

Awards

6.1	<i>FIRST</i> Robotics Competition Awards	5
6.2	Complete Awards List.....	5
6.3	Awards Submission Process.....	8
6.3.1	Submission Dates.....	8
6.4	Chairman’s Award.....	9
6.4.1	Overview.....	9
6.4.2	NASA Grant Teams	9
6.4.3	Submission Information.....	9
6.4.4	Hall of Fame	10
6.4.5	Submission Content	10
6.4.6	Submission Format	10
6.4.7	Submission Process.....	10
6.4.8	Interview Process and Video Requirement	15
6.4.9	The Chairman’s Award Championship Award Process	18
6.4.10	The Allaire Medal - Leadership Exemplified	18



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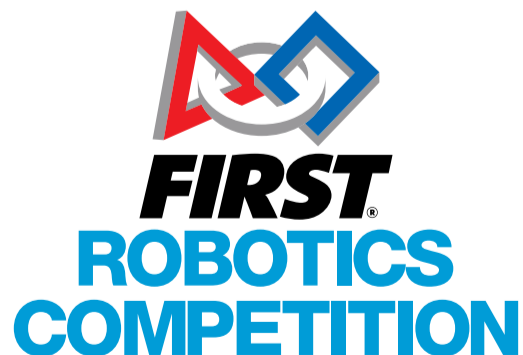
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6

Awards

6.5	<i>FIRST</i> [®] Future Innovator Award (FFIA) Sponsored by the Abbott Fund	18
6.6	<i>FIRST</i> [®] Dean’s List Awards	19
6.6.1	Submissions	19
6.6.2	Criteria	20
6.6.3	<i>FIRST</i> Robotics Competition Judging	21
6.7	Media and Technology Innovation Award Sponsored by Comcast NBCUniversal	22
6.7.1	Overview	22
6.7.2	Award Criteria	22
6.7.3	Judging Criteria	22
6.7.4	Submission Process	24
6.7.5	Submission Dates	24
6.8	Woodie Flowers Award	24
6.8.1	Eligibility	24
6.8.2	Spirit of the Award	24
6.8.3	Award Eligibility Requirements	25



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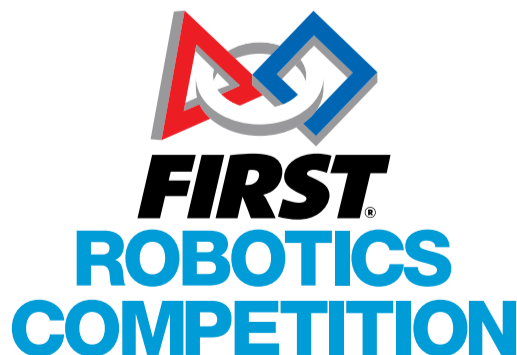
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6

Awards

6.8.4	Judging Criteria	25
6.8.5	Entry Requirements	26
6.8.6	Entry Process	26
6.8.7	Prior Year Regional WFFA Recipient Re-Submission	27
6.9	Entrepreneurship Award Sponsored by Kleiner, Perkins, Caufield & Byers	27
6.9.1	Business Plan Submission	27
6.9.2	Guidelines.....	28
6.9.3	Business Plan Template	28
6.9.4	Eligibility.....	29
6.10	FIRST Safety Animation Award Sponsored by UL	29
6.10.1	Award Overview.....	29
6.10.2	Theme.....	29
6.11	Non-Submitted Judged Awards.....	30
6.12	Awards Based on the Machine	30
6.12.1	Industrial Design Award Sponsored by General Motors	30



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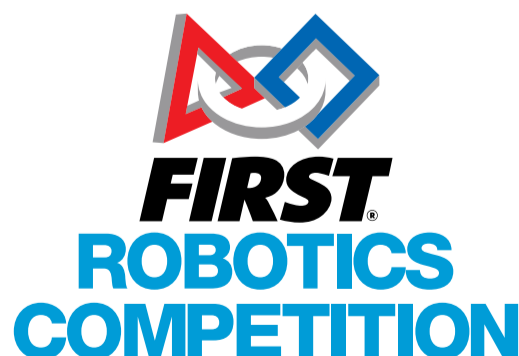
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6

Awards

6.12.2	Quality Award Sponsored by Motorola Solutions Foundation.....	30
6.13	Awards Based on Creativity and Innovation	31
6.13.1	Excellence in Engineering Award Sponsored by Delphi.....	31
6.13.2	Innovation in Control Award Sponsored by Rockwell Automation.....	31
6.13.3	Creativity Award Sponsored by Xerox	31
6.14	Awards Based on Team Attributes.....	32
6.14.1	Team Spirit Award Sponsored by FCA Foundation.....	32
6.14.2	Imagery Award in honor of Jack Kamen.....	32
6.14.3	Gracious Professionalism® Award Sponsored by Johnson & Johnson	32
6.14.4	Rookie All-Star Award	33
6.14.5	Judges Award	33
6.14.6	Rookie Inspiration Award Sponsored by National Instruments	34
6.14.7	Engineering Inspiration Award.....	34
6.14.8	Industrial Safety Award Sponsored by UL.....	34



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6 AWARDS

6.1 *FIRST* Robotics Competition Awards

The *FIRST*[®] Robotics Competition is about much more than the mechanics of building a robot or winning a competitive event. It is about the partnership among people who are part of the *FIRST* community and the impact on those who participate in *FIRST* programs with a united goal of achieving the *FIRST* mission.

The mission of *FIRST* is to inspire young people to be science and technology leaders, by engaging them in exciting Mentor-based programs that build science, engineering, and technology skills, that inspire innovation, and that foster well-rounded life capabilities including self-confidence, communication, and leadership.

This section contains descriptions of the *FIRST*[®] Robotics Competition Awards. Unless otherwise noted, all awards are earned at Regional events, District events, District Championships and the *FIRST* Championship.

If a team has a question during the event about the awards process, a pre-college student should go to Pit Admin to request a discussion with the Judge Advisor. Pit Admin will then get in touch with the Judge Advisor and a mutually convenient time will be arranged to meet. As with the rule regarding questions for the Head Referee in *Game Manual Section 5 (5.5.3 REFEREE Interaction)*, the expectation is the discussion will take place between a pre-college student on the team and the Judge Advisor, though mentors and other adults associated with the team may listen in. Please note that while the Judge Advisor will address questions related to the awards process in general, he or she will not address questions related to why certain teams were or were not selected for specific awards, as that would breach the confidentiality of the selection process.

For the purpose of awards at the *FIRST* Championship, team awards are given out at the Division level except the Finalist and Winner, which are given at the Subdivision level. Two Subdivisions are combined to create one Division.

6.2 Complete Awards List

Award	Description	Selected By	Regional	District	District CMP	<i>FIRST</i> CMP Division	<i>FIRST</i> CMP
Chairman's Award*	The most prestigious award at <i>FIRST</i> , it honors the team that best represents a model for other teams to emulate and best embodies the purpose and goals of <i>FIRST</i> .	Chairman's Judge Panel (application and interview process)	X	X	X		X
Creativity Award <i>Sponsored by Xerox</i>	Celebrates creativity in design, use of component, or strategy of play.	Judges	X	X	X	X	
Engineering Inspiration Award**	Celebrates outstanding success in advancing respect and appreciation for engineering within a team's school and community.	Judges	X	X	X	X	

Award	Description	Selected By	Regional	District	District CMP	FIRST CMP Division	FIRST CMP
Entrepreneurship Award* <i>Sponsored by Kleiner Perkins Caufield & Byers</i>	Celebrates the entrepreneurial spirit by recognizing a team that has developed the framework for a comprehensive business plan to scope, manage, and achieve team objectives.	Judges	X	X	X	X	
Excellence in Engineering <i>Sponsored by Delphi</i>	Celebrates an elegant and advantageous machine feature.	Judges	X	X	X	X	
FIRST Dean's List Award*	Celebrates outstanding student leaders whose passion for and effectiveness at attaining <i>FIRST</i> ideals is exemplary.	Dean's List Judge Panel (nomination & interview process)	X		X		X
FIRST Future Innovator Award* <i>Sponsored by the Abbott Fund</i>	Celebrates innovation and intellectual property creation inspired by the <i>FIRST</i> season experience.	<i>FIRST</i> Future Innovator Award Judge Panel					X
Founder's Award	Recognizes the organization or individual that has contributed significantly to the growth of <i>FIRST</i>	<i>FIRST</i> HQ					X
Gracious Professionalism Award <i>Sponsored by Johnson & Johnson</i>	Celebrates outstanding demonstration of <i>FIRST</i> Core Values such as continuous <i>Gracious Professionalism</i> and working together both on and off the playing field.	Judges	X	X	X	X	
Highest Rookie Seed Award	Celebrates the highest-seeded rookie team at the conclusion of the qualifying rounds	Robot Performance	X	X	X	X	
Imagery Award <i>In honor of Jack Kamen</i>	In honor of Jack Kamen, Dean's father, for his dedication to art and illustration and his devotion to <i>FIRST</i> . This award celebrates attractiveness in engineering and outstanding visual aesthetic integration of machine and team appearance.	Judges	X	X	X	X	
Industrial Design Award <i>Sponsored by General Motors</i>	Celebrates form and function in an efficiently designed machine that effectively addresses the game challenge	Judges	X	X	X	X	
Industrial Safety Award <i>Sponsored by UL</i>	Celebrates the team that progresses beyond safety fundamentals by using innovative ways to eliminate or protect against hazards.	Safety Advisors	X	X	X	X	

Award	Description	Selected By	Regional	District	District CMP	FIRST CMP Division	FIRST CMP
Innovation in Control Award <i>Sponsored by Rockwell Automation</i>	Celebrates an innovative control system or application of control components—electrical, mechanical or software—to provide unique machine functions.	Judges	X	X	X	X	
Judges' Award	During the course of the competition, the judging panel may decide a team's unique efforts, performance, or dynamics merit recognition.	Judges	X	X	X	X	
Media & Technology Innovation Award* <i>Sponsored by Comcast NBCUniversal</i>	Award recognizes the team that develops and implements the most outstanding digital experience, marketing strategy, and rationale for digital channels to disseminate content to its audience and further the <i>FIRST</i> mission.	Comcast NBCUniversal					X
Quality Award <i>Sponsored by Motorola Solutions Foundation</i>	Celebrates machine robustness in concept and fabrication.	Judges	X	X	X	X	
Rookie All Star Award	Celebrates the rookie team exemplifying a young but strong partnership effort, as well as implementing the mission of <i>FIRST</i> to inspire students to learn more about science and technology	Judges	X	X	X	X	
Rookie Inspiration Award <i>Sponsored by National Instruments</i>	Celebrates a rookie team's outstanding success in advancing respect and appreciation for engineering and engineers, both within their school, as well as in their community.	Judges	X	X	X	X	
Safety Animation Award* <i>Sponsored by UL (This is a pre-season award)</i>	Recognizes the team that submits a short animated film that best promotes the current season's team safety focus.	UL Selection Panel					
Team Spirit Award <i>Sponsored by FCA Foundation</i>	Celebrates extraordinary enthusiasm and spirit through exceptional partnership and teamwork furthering the objectives of <i>FIRST</i> .	Judges	X	X	X	X	
Volunteer of the Year Award <i>(optional)</i>	Presented to an individual, business, or organization that consistently excels in their efforts with proven results in the areas of Impact, Leadership, Personal Commitment, Community and Historical Contributions.	Regional/ District Planning Committee	X		X		X

Award	Description	Selected By	Regional	District	District CMP	FIRST CMP Division	FIRST CMP
Woodie Flowers Award* <i>Sponsored by Dr. William Murphy</i>	Is presented to an outstanding Mentor in the robotics competition who best leads, inspires, and empowers their team using excellent communication skills.	WFA Committee	X		X		X
Finalist	Celebrates the alliance that makes it to the final match of the competition	Robot Performance	X	X	X	X***	X
Winner	Celebrates the alliance that wins the final match of the competition	Robot Performance	X	X	X	X***	X

*Teams need to submit for these Awards, see [Section 6.3 Awards Submission Process](#).

**NASA is generously sponsoring the registration fees to the 2016 *FIRST* Championship for teams earning the Engineering Inspiration Award at District Championships and Regionals that occur within the United States. They are also sponsoring the 2017 *FIRST* Championship registration fees for the four teams that earn the Engineering Inspiration Award at the 2016 *FIRST* Championship.

***These awards are given at the CMP Sub-Division Level instead of the Division Level.

6.3 Awards Submission Process

The Main or Alternate contact for your team must assign at least one (1) and up to four (4) student award submitters in *FIRST* Robotics Competition TIMS. Those students will be notified of their status via email and may then log into Youth Team Member Registration System (STIMS) and be able to view the awards submission section on their main page.

Chairman's Award, Entrepreneurship Award, Media and Technology Innovation Award, Safety Animation Award, and Woodie Flowers Award must be submitted through the [Youth Team Member Registration System](#) (STIMS). The *FIRST* Dean's List Award must be submitted by the team's main or alternate contact through [TIMS](#).

By making a submission the Submitter irrevocably grants to *FIRST* and the *FIRST* designees the right to use any or all of the submission in any and all media for the purpose of describing the submission, describing the Award, and/or otherwise promoting.

6.3.1 Submission Dates

Submission open and close dates will be as follows (All award submissions will open at Noon Eastern Time and close at 3PM Eastern Time unless otherwise stated.)

Award	Open Date	Close Date
FIRST Future Innovator Award	Tuesday, May 12, 2015	Friday, October 30, 2015
Safety Animation	Thursday, November 12, 2015	Thursday, January 21, 2016
Chairman's Award	Thursday, November 12, 2015	Thursday, February 04, 2016

Woodie Flowers Award	Thursday, November 12, 2015	Thursday, February 04, 2016
Entrepreneurship Award	Thursday, November 12, 2015	Thursday, February 11, 2016
FIRST Dean's List	Thursday, November 12, 2015	Thursday, February 11, 2016
Media and Technology Innovation Award	Monday, February 01, 2016 Midnight ET	Monday, February 29, 2016 Midnight ET

6.4 Chairman's Award

The Chairman's Award is the most prestigious award at *FIRST*, it honors the team that best represents a model for other teams to emulate and best embodies the purpose and goals of *FIRST*.

It was created to keep the central focus of *FIRST* Robotics Competition on the ultimate goal of transforming the culture in ways that will inspire greater levels of respect and honor for science and technology, as well as encouraging more of today's youth to become scientists, engineers, and technologists.

6.4.1 Overview

The concept of the Chairman's Award includes Regional and District Championship Chairman's Awards, which enable *FIRST* to recognize more teams for their exemplary efforts in spreading the *FIRST* message, as well as their talents in organizing materials for their presentations.

Because the Chairman's Award recognizes sustained excellence and impact, not just a one (1) year team effort, it is not possible for a *FIRST* year (rookie) team to receive the Chairman's Award, Rookie Teams will NOT be considered for the award, are NOT required to provide a Chairman's Award video, and will not be interviewed, as Chairman's Award judging resources are limited.

The teams who have earned the Regional and District Championship Chairman's Award can travel to the *FIRST* Championship to be considered for the Chairman's Award.

6.4.2 NASA Grant Teams

All teams that received a NASA Grant, including rookie recipients, must prepare a Chairman's Award submission on line through the [Youth Team Member Registration System \(STIMS\)](#) as part of the grant requirement.

All teams are encouraged to print a copy of their final submission for their records and to confirm for themselves that the submission was accepted.

6.4.3 Submission Information

The criterion for the Chairman's Award has special emphasis on recent accomplishments in both the current season, and the preceding two to five years. The judges focus on teams' activities over a sustained period, as distinguished from just the six (6) week design and build period.

Teams are eligible for the Chairman's Award at each Regional or eligible District event at which they are competing. Teams will be restricted to earning this award only once at each level of competition. In other words, once a team has earned a Chairman's Award at a Regional or District event, they may not earn it again that season at a later Regional or District Event. Note that this applies to District teams who travel to Regionals as well. A District team earning a Chairman's Award at a District event may not earn it again at a later Regional. District teams who participate in inter-district play are not eligible for the Chairman's Award at those events.

FIRST will present a Chairman's Award at each Regional and District event. Chairman's Award recipients from District events will go forward to be considered at the District Championship.

The recipients from the Regional events and the District Championships will be eligible for the Chairman's Award presented at the *FIRST* Championship.

6.4.4 Hall of Fame

Hall of Fame members; i.e., teams that have already earned the Championship Chairman's Award, are ineligible to resubmit for consideration for five (5) years.

6.4.5 Submission Content

The Chairman's Award is presented to the team judged to have created the best partnership effort among team participants and which best exemplified the true meaning of *FIRST* through measurable impact on its participants, school, and community at large.

The *FIRST* Robotics Competition is not about machines; it is about the experience of people working together toward a shared goal. Documenting and preserving your team's *FIRST* experience becomes an important component of the over-all *FIRST* experience.

6.4.6 Submission Format

The Essay, excluding the Executive Summary, will be limited to 10,000 characters, including spaces and punctuation, and may include up to four (4) images totaling no more than 1.0Mb of memory.

6.4.7 Submission Process

Students must submit their team's Chairman's Award submission through the *FIRST* [Youth Team Member Registration System \(STIMS\)](#). Follow the directions shown on the site to submit your team's entry. Submission dates are listed in [Section 6.3.1 Submission Dates](#).

Submitters must enter information, save it, and return to the site to edit the Chairman's Award submission until they are ready to finalize it for final judging. All entries must be finalized by the deadline listed in [Section 6.3.1 Submission Dates](#). No entries will be accepted or altered after this deadline.

Chairman's Award submitters will go into [Youth Team Member Registration System \(STIMS\)](#) and enter the following required information:

- Team Number
- Team Name/Nickname
- Briefly describe the impact of the *FIRST* program on team participants with special emphasis on the current season and the preceding two to five years
- Describe the impact of the *FIRST* program on your community with special emphasis on the current season and the preceding two to five years
- Describe the team's innovative or creative method to spread the *FIRST* message
- Describe examples of how your team members act as role models and inspire other *FIRST* team members to emulate
- Team's initiatives to help start or form other *FIRST* Robotics Competition teams

- Describe the team's initiatives to help start or form other *FIRST* teams (including *FIRST* LEGO League Jr., *FIRST* LEGO League, & *FIRST* Tech Challenge)
- Describe the team's initiatives on assisting other *FIRST* teams (including *FIRST* LEGO League Jr., *FIRST* LEGO League, & *FIRST* Tech Challenge) with progressing through the *FIRST* program
- Describe how your team works with other *FIRST* teams to serve as mentors to younger or less experienced *FIRST* teams (including *FIRST* LEGO League Jr., *FIRST* LEGO League, & *FIRST* Tech Challenge)
- Describe your Corporate/University Sponsors
- Describe the strength of your partnership with your sponsors with special emphasis on the current season and the preceding two to five years
- For *FIRST* Robotics Competition teams older than 5 years, briefly describe your team's broader impact from its inception
- Describe how your team would explain what *FIRST* is to someone who has never heard of it
- Briefly describe other matters of interest to the *FIRST* Judges, if any
- Upload up to four (4) images (optional)
- Essay (10,000 characters allowed, including spaces and punctuation, or approximately 1500 words): Judges encourage creativity of expression but the essay must clearly deliver information and facts describing what the team is all about. The essay should draw attention to the strengths of the team. This essay, along with the other information, will serve as the basis for the judges to make the decision on which team earns the Chairman's Award.
- Chairman's Award submissions are posted on a private, password-protected site where only the judges and authorized *FIRST* staff can read the entries. Please note: By making a submission the Submitter irrevocably grants to *FIRST* and *FIRST* designees the right to use any or all of the submission in any and all media for the purpose of describing the submission, describing the Award, and/or otherwise promoting *FIRST* and *FIRST* programs.

Judges at each regional and district event will be interviewing the candidates who successfully completed the submission process. Teams should always print and bring a hard copy of their submission to the event.

In preparing this document, bear in mind that students, engineers, teachers, community, school, sponsors, families, and other supporters are all integral parts of your team experience. Your submission needs to clearly convey the factors outlined above.

Important Note: Chairman's Award Judges also review the information entered in the Judges Information Page as part of the Chairman's Award submission. This information is entered as part of the [Team Information Management System \(TIMS\)](#).

6.4.7.1 SUBMISSION AWARD DEFINITIONS

All teams are required to adhere to the following Team Support Definitions in their Chairman's Award submissions and during their Chairman's Award interviews.

Team Support Definitions

Started (a *FIRST* LEGO League Jr. / *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:

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

As well as

- The **Started** Team would agree that the Starting team did provide this level of support.

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. 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.

Mentored (a *FIRST* LEGO League Jr. / *FIRST* LEGO League / *FIRST* Tech Challenge / *FIRST* Robotics Competition team) - A Team has **Mentored** a team if they have met all of the following requirements:

- Providing consistent (at least once a week during the lead up to competitions (e.g. *FIRST* Robotics Competition Build Season) communication, either in person or via phone/email/video conference, to the **Mentored** team helping with technical or non-technical *FIRST* program specific issues.
- The **Mentored** team would agree that the **Mentoring** team did provide this level of support.

Examples of **Mentoring** a team include, but aren't limited to:

- 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 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 of not **Mentoring** a team include, but aren't limited to:

- 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.

Assisted (a *FIRST* LEGO League Jr. / *FIRST* LEGO League / *FIRST* Tech Challenge / *FIRST* Robotics Competition team) - A team has **Assisted** a team if they have met all of the following requirements:

- Providing communication, either in person or via phone/email/video conference, to the **Assisted** team, helping with technical or non-technical *FIRST* program specific issues, OR providing funding and/or supplies to the **Assisted** team.
- The **Assisted** Team would agree that the **Assisting** team did provide this level of support.

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* Robotics Competition 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 of **Assisting** a team include, but aren't limited to:

- 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.

Provided Published Resources (a *FIRST* LEGO League Jr. / *FIRST* LEGO League / *FIRST* Tech Challenge / *FIRST* Robotics Competition team) – A team has **Provided Published Resources** to a team if they have met all of the following requirements:

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

Many *FIRST* Robotics Competition 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. In an effort to recognize and encourage these important efforts, the definition of **Provided Published Resources** was created. We encourage teams to continue these efforts, as well as documenting the impact they have had by monitoring things like team attendance at conferences, number of page views/downloads, etc.

Examples of **Providing Published Resources** include, but aren't limited to:

- 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* Robotics Competition fundraising to an audience of 15 local *FIRST* Robotics Competition and *FIRST* Tech Challenge 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* Robotics Competition drivetrain video tutorials on YouTube, and videos are watched and used by *FIRST* Robotics Competition teams

Event Support Definitions:

Ran (a *FIRST* LEGO League Jr. / *FIRST* LEGO League / *FIRST* Tech Challenge / *FIRST* Robotics Competition event) - A Team **Ran** an event if they have met all of the following requirements:

- Team members are involved in the majority of the planning of the event.
- Team members are involved in the majority of the on-site event execution, or have arranged for and are supervising the volunteers to handle the majority of the on-site event execution.

Running an event essentially 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 the majority of the work that goes into the event.

One example of **Running** an event is:

- Team A act as the majority of the planning committee for an *FIRST* LEGO League event, and team members recruit and train the event volunteers.

Hosted (a *FIRST* LEGO League Jr. / *FIRST* LEGO League / *FIRST* Tech Challenge / *FIRST* Robotics Competition event) - A Team has **Hosted** an event if they have met one of the following requirements:

- The event takes place at a team facility
- 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 have to be necessarily linked.

Assisted (a *FIRST* LEGO League Jr. / *FIRST* LEGO League / *FIRST* Tech Challenge / *FIRST* Robotics Competition event) - A Team has **Assisted** an event if they have met any of the following requirements:

- Team members are involved in some part of the planning of the event.
- Team members are involved in some part of the on-site event execution (i.e. Team members have volunteered at the event)

Teams **Assist** events by helping with the planning or execution of the event. This is less encompassing than **Running** an event. It is expected that many *FIRST* Robotics Competition teams will **Assist** with events through their normal actions, and it is not necessary to try and document or count all the instances of **Assisting** that your team has participated in.

Examples of **Assisting** an event include, but aren't limited to:

- Having a few team members volunteer at an event
- Having a few mentors serve on a large planning committee for an *FIRST* Robotics Competition district event

6.4.8 Interview Process and Video Requirement

Eligible teams that submitted for the Chairman's Award will need to sign up at pit admin and provide a Chairman's Award Video Consent Form in order to be interviewed by the Judges at the event. If a team does not sign up for an interview slot, they will be considered ineligible to earn the Chairman's Award at that event. Chairman's Award interviews are limited to twelve (12) minutes total; up to seven (7) minutes

for a presentation by the team (which includes set-up) and up to five (5) minutes of question and answer led by the Judges. Not more than three (3) student team members, plus one (1) adult mentor, are allowed to attend the interview. Only student (non-mentor) team members are allowed to present information and answer questions from the Judges. The one (1) adult mentor from the team who may attend may observe and later provide feedback to the team, but the mentor is not allowed to provide any assistance during the interview itself. If the mentor provides any assistance during the interview, the team will be downgraded. Exception: If necessary, the adult mentor may provide translation services for students needing foreign language or sign language translation so the students and Judges may communicate. This adult mentor may provide no assistance to the team other than translation service.

Returning this Year: Written feedback forms. Teams desiring written feedback from Judges will be able to receive it upon request. To receive feedback, teams submitting for Chairman's Award must fill out their Team Number and Team name on the Chairman's Award [feedback form](#) and provide it to the Judges at the beginning of their Chairman's Award interview. Completed forms will be available at the end of the event. We are requiring teams to request feedback before they receive it to help ensure Judging resources are not invested in teams not interested in receiving feedback.

Teams submitting for the Chairman's Award must provide a Video to the judges at the start of their Chairman's Award interview. The content of the video should explain what the team has done to earn the Chairman's Award. The video content may be in the team's native language, but if that language is not English, the team must add English subtitles to be eligible for the Chairman's Award at any event in the US or Canada, or at any non-US or Canadian event at which their native language is not generally spoken. The video may be shown to the judges during the team's seven (7) minute presentation time or the team can choose to not show the video during the presentation time. Even if the video is NOT shown during the interview, a Video and Chairman's Award Video Consent Form must still be provided to the Judges in order for the team to be considered for the Chairman's Award. In addition, the team must provide the equipment for viewing (i.e. laptop/speakers etc.) the video if they intend to show it during their interview. Teams who do not submit a Video to the judges will not be considered eligible for the Chairman's Award and will not be interviewed by the judges. This is applicable at all events including the *FIRST* Championship.

Note: Any team that submitted for the Chairman's Award and wants their Video back at the end of the event will need to collect their Video, after the awards ceremony, from Pit Administration. In addition, the team earning Chairman's Award will also be required to bring a copy of their Video to the FIRST Championship.

The Video format should be as follows:

- A 16:9 ("widescreen aspect ratio")
- Not more than 3 minutes long, no shorter than 1 minute long.
- Include a clean audio track
- Free of copyright restrictions, including music.
- May be presented to Judges as a DVD or on a USB Flash Drive

Video may consist of:

- Video footage
- Voice over/music over still photographs
- Animated presentation
- PowerPoint converted to VIDEO format

Sound

- Should be clear of pops and hisses

Copyright:

- If using copyrighted music must have written permission
- If using Creative Commons Music (CCM) on line, the music must be used in accordance with the appropriate license and properly attributed.
- Music may not contain offensive or suggestive language

Content Guidelines:

- Please show us what you are doing to earn the Chairman's Award
- Please do not identify minors by full name, use only first names.

Other required information to be given to the judges:

- Permission for *FIRST* to use your video in marketing & promotional material and/or live at *FIRST* events & competitions ([CA Video Use Consent Form](#))

DVD Requirements

- Ensure that your DVD is actually a DVD file, playable with a standard DVD player. If we cannot view your DVD, you may be ineligible for the award. Test your DVD before submitting it.
- DVD itself must be labeled with your team number and team name
- DVD case or envelope must also be labeled with your team number and team name
- A completed Chairman's Award Video Consent Form (see above) must be folded and included in the DVD case or envelope.

USB Flash Drive Requirements

- USB Flash Drive must contain only the Chairman's Award video file. Test that the file is playable before submitting the USB Flash Drive.
- Video file must be in the QuickTime (.mov) or Windows Media (.wmv) file format compressed with the H.264/MPEG-4 codec
- USB Flash Drive itself must be labeled with your team number, at a minimum. If you have room, please add your team name as well. Consider using a label maker or a piece of tape and permanent marker. Ensure the label is secure and the team number is easily read.
- To reduce the chance of the USB Flash Drive being misplaced, the Drive must be placed in a clear, sealable plastic bag before it is given to the Judges. Label the bag with team number and name. This label may be a piece of paper, printed with the required information, inserted in the bag and oriented so it may be read without opening the bag
- A completed Chairman's Award Video Consent Form (see above) must be folded and included in the plastic bag.

Note: The Chairman's Award is our highest honor and teams who receive the Chairman's Award represent the highest standards of FIRST. When the Chairman's judges have narrowed the selection to two or three teams, these contenders for the Chairman's Award at all events will have their VIDEO viewed by the Judge Advisor for appropriate content and to ensure that the above guidelines have been

met. Although the Chairman's judges will not be judging your video as part of your submission, a VIDEO with inappropriate content will disqualify a team for the award.

Tips, Timelines & Tools

- [Chairman's Award Video Helpful Tips and Guidelines](#)
- [Chairman's Award Video Suggested Shot List](#)
- [Chairman's Award Video Suggested Timeline](#)
- [Chairman's Award Video Tape Log](#) (example)
- [Chairman's Award Video Tape Log](#) (blank)
- [Chairman's Award Video Consent & Release Form](#)

Regional/District CMP Chairman's Award

Team's that have earned the Chairman's Award at a Regional or District Championship will be requested via email from *FIRST* HQ to submit a copy of their official Chairman's Award Video and a video of their presentation for posting along with their online submission. These will be used as resources for current and future Chairman's Award submitting teams. We want other teams to be able to see what it takes to be selected for this most prestigious award.

6.4.9 The Chairman's Award Championship Award Process

At the *FIRST* Championship, a panel of judges will interview teams and review the submissions from all the Regional and District Championship Chairman's Award recipients and will select one winning Chairman's Award recipient. This team has the additional honor of choosing one of its junior or senior student members to receive the Allaire Medal.

6.4.10 The Allaire Medal - Leadership Exemplified

The Allaire Medal recognizes leadership exemplified and is awarded to an individual student on the team selected as the Chairman's Award team.

Named in honor of Paul A. Allaire, a long-serving *FIRST* Chairman of the Board, the Allaire Medal is given to the student who has demonstrated outstanding leadership on his/her *FIRST* team, within his/her school and community and whose personal character best embodies the spirit of *FIRST*.

The team earning The Chairman's Award at the Championship will select the Allaire Medal recipient. The adult and student team members of the Chairman's Award team determine the recipient. The recipient must be a high school junior or senior who has been accepted into a four (4) year degree program at a college or university. The Allaire Medalist receives the Allaire medallion and up to \$10,000 in total scholarship support for undergraduate tuition, room/board and fees/books at his or her intended university or college.

6.5 *FIRST*® Future Innovator Award (FFIA) Sponsored by the Abbott Fund

The *FIRST* Future Innovator Award (FFIA) recognizes creativity in effectively solving a real-world, complex problem through the invention of a unique solution beyond the requirements of the *FIRST* competition season. Sponsored by the [Abbott Fund](#), this award directly links to the *FIRST* mission to inspire young people to be science and technology leaders and to the *FIRST* vision to transform culture by creating a world

where science and technology are celebrated. For more information on this Award please visit the [FFIA website](#).

6.6 *FIRST*® Dean's List Awards

In an effort to recognize the leadership and dedication of *FIRST*'s most outstanding secondary school students, the Kamen family sponsors awards for selected 10th or 11th grade* students known as the *FIRST* Robotics Competition® *FIRST* Dean's List and the *FIRST* Tech Challenge *FIRST* Dean's List.

Similar to the very prestigious National Merit Scholarship Award, there are three (3) levels of *FIRST* Dean's List Award students.

- *FIRST* Robotics Competition & *FIRST* Tech Challenge *FIRST* Dean's List Semi-finalists, the group of two(2) students in their 10th or 11th school year nominated by each *FIRST* Robotics Competition or *FIRST* Tech Challenge team as applicable.
- *FIRST* Robotics Competition & *FIRST* Tech Challenge *FIRST* Dean's List Finalists comprised of the two (2) students selected at each *FIRST* Tech Challenge Championship Tournament, *FIRST* Robotics Competition Regional or *FIRST* Robotics Competition District Championship (the Qualifying Events). At *FIRST* Robotics Competition District Championships, more than two (2) students may be selected, depending on the size of the district.
- *FIRST* Robotics Competition & *FIRST* Tech Challenge *FIRST* Dean's List Winners for both *FIRST* Robotics Competition and *FIRST* Tech Challenge are the students selected from the applicable *FIRST* Dean's List Finalists at the *FIRST* Championship.

The students who earn *FIRST* Robotics Competition or *FIRST* Tech Challenge *FIRST* Dean's List status as either a Semi-finalist, Finalist or Winner, will not only be great examples of current student leaders who have led their *FIRST* Robotics Competition or *FIRST* Tech Challenge teams and communities to increased awareness for *FIRST* and its mission while achieving personal technical expertise and accomplishment, but it is *FIRST*'s goal that all Dean's List Semi-Finalists, Finalists and Winners will continue on, post award, as great leaders of *FIRST*'s ever growing student alumni.

Since its introduction in 2010, the *FIRST* Dean's List Award has attracted the attention of prestigious colleges and universities who desire to have *FIRST* Dean's List students apply for admissions. As *FIRST* believes such interest is beneficial to our students, those students selected as Finalists and Winners will be asked to provide written consent for the release and use of certain personal information, including image, to interested colleges/universities for the sole purpose of allowing those institutions to contact the students if they wish. Colleges/universities have expressed interest in meeting *FIRST* Dean's List Award Winners and *FIRST* hopes that each team will take advantage of the opportunity to nominate two of their best students as *FIRST* Dean's list Semi-finalists.

*Note for regions of the world that do not use grade levels such as this to identify years of schooling: This award is intended for students who are two (2) to three (3) years away from entering college or university. Students that would be attending college or university in the next academic year are not eligible.

6.6.1 Submissions

After careful review of the criteria for the Dean's List Award (see [Section 6.6 *FIRST*® Dean's List Awards](#)) each *FIRST* Robotics Competition and *FIRST* Tech Challenge team is invited to nominate two student members as Semi-finalists who are 10th or 11th grade students. It's important that teams nominate only those students they believe are truly deserving of this honor. A mentor, who is not related to either of the students chosen as the team's Dean's List Semi-finalists, shall complete and submit the application to

compete for the *FIRST* Dean's List Finalist designation at one (1) qualifying event. Students previously selected as *FIRST* Dean's List Semi-finalists or Finalists in a prior year are eligible for nomination again this year provided they meet all of the criteria.

Please note: By making a submission, the Submitter irrevocably grants *FIRST* and *FIRST* designees the right to use any or all of the submission in any and all media for the purpose of describing the submission, describing the award, and/or otherwise promoting *FIRST* and *FIRST* programs.

6.6.2 Criteria

Criteria for selection of the *FIRST* Robotics Competition and *FIRST* Tech Challenge *FIRST* Dean's List Award shall include, but not be limited to a student's:

- Demonstrated leadership and commitment to the ideals of *FIRST*
- Effectiveness at increasing awareness of *FIRST* in the school and community
- Interest in and passion for a long-term commitment to *FIRST*
- Overall individual contribution to their team
- Technical expertise and passion
- Entrepreneurship and creativity
- Ability to motivate and lead fellow team members

Although a single mentor must submit the nomination, the team as a whole must verify the accuracy of the submission. *FIRST* is relying upon the team for the veracity and accuracy of the submission data.

Each entry shall include the following identifying information:

- The student's cumulative GPA; although the Dean's List Award is not a strictly academic award, the GPA may be considered when determining the outstanding students.
- Name & location of student's high school
- Number of years the student has participated in *FIRST*
- Number of years student has participated on the team
- An essay of not more than 4,000 characters attesting to why the student has been nominated. Essay should be specific about the Semi-finalist's contributions to *FIRST* generally, and to their team specifically as well as inform judges of specifics on the semi-finalist's entrepreneurial, technical, creativity, and innovation skills. Specific examples are helpful to the judges. Information about the Semi-finalist outside of *FIRST* may also be supportive of the nomination but is secondary to information about the student's participation in *FIRST*. Essay must be submitted between the dates noted in [Section 6.3.1 Submission Dates](#) of the *FIRST* Robotics Competition Admin Manual.

Applications for the *FIRST* Robotics Competition Dean's List are submitted via [TIMS](#).

A photograph of the *FIRST* Dean's List Semi-finalist is strongly encouraged, but optional, and the essay submission and such photos may be used in the promotion of the recipient and/or the award, at the discretion of *FIRST*. Finalists & Winners will be required to sign a *FIRST* media release to allow use of their likeness to sponsors contributing to the *FIRST* Dean's List recognition program and will be responsible for any taxes associated with federal/state prize requirements.

If a team is attending more than one qualifying event, the mentor must select one event at which the team's selections are to be considered. *FIRST* Robotics Competition district teams must submit their Semi-finalists at the local *FIRST* Robotics Competition District Championship.

** Note: Non-District team Mentors and semi-finalists will receive an email after the award portal closes stating at which Regional event the semi-finalist will interview. If they are from a District team, they will receive an email stating that they will receive further instructions from their District indicating at which event they will interview. The email will also include a copy of the nomination letter in order to prepare the semi-finalist for the interview.

6.6.3 *FIRST* Robotics Competition Judging

Judges will review the submissions and each Semi-finalist will be interviewed at or prior to one (1) event where their team is competing. Judges will select two (2) students at each qualifying event as *FIRST* Robotics Competition *FIRST* Dean's List Finalists. *FIRST* Robotics Competition district submissions will be reviewed and Semi-finalists interviewed at or prior to their local *FIRST* Robotics Competition District Championship with the allocated number of Dean's List Finalists chosen at each *FIRST* Robotics Competition District Championship.

All Semi-finalists will participate in a brief, 5-7 minute, live and interactive interview with a minimum of two judges. This interview does not need to be in-person at the event, though that is the preferred method. Interviews may, if necessary, be conducted by phone or video conference, as long as no less than two adults are participating in discussions with the student. Also, this interview does not need to take place concurrently with the event, it may happen beforehand, as long as every Semi-finalist is interviewed and has a fair opportunity for selection.

Students may invite a mentor to sit in the interview room for observation only. The mentor may not contribute to the interview or provide any supplemental information to judges. This mentor will be the one to provide the student feedback, in regards to their interview skills, after the interview is over. Judges will not provide feedback to the students. Exception: If necessary, an adult mentor/assistant may provide translation services for students needing foreign language or sign language translation so the students and Judges may communicate

The *FIRST* Robotics Competition *FIRST* Dean's List Finalists will be honored at the award ceremonies at the applicable qualifying event.

At the *FIRST* Championship all *FIRST* Robotics Competition and *FIRST* Tech Challenge *FIRST* Dean's List Finalists will be considered for the *FIRST* Robotics Competition and *FIRST* Tech Challenge *FIRST* Dean's List Award as applicable. No interviews will take place at *FIRST* Championship. Judges will use the essays provided and any available interview feedback. Finalists need not be present at the *FIRST* Championship in order to be considered. Ten (10) *FIRST* Robotics Competition students will be selected as *FIRST* Robotics Competition Dean's List Award Winners and ten (10) *FIRST* Tech Challenge students will be selected as *FIRST* Tech Challenge Dean's List Award Winners for the 2016 season.

The ten 2016 *FIRST* Robotics Competition *FIRST* Dean's List Award winners and ten 2016 *FIRST* Tech Challenge *FIRST* Dean's List Award winners will each receive the following:

- A unique trophy and public recognition at *FIRST* Championship
- A written recommendation from *FIRST* leadership to the college(s) or employers of their choice
- A credit towards the winning student's team's next season registration fee
- A commemorative plaque for the student's school
- An invitation for them and a chaperone to attend an expense paid *FIRST* Dean's List Award Summit at *FIRST* headquarters in Manchester, NH; and
- An opportunity to work with all members of the *FIRST* Dean's list and *FIRST* leaders to advance the Alumni mission of *FIRST*.

6.7 Media and Technology Innovation Award Sponsored by Comcast NBCUniversal

This Award recognizes the team that develops and implements the most outstanding digital experience, marketing strategy, and rationale for digital channels to disseminate content to its audience and further the *FIRST* mission.

6.7.1 Overview

With all the digital possibilities to spread the *FIRST* message, students are encouraged to take into account the numerous ways people search for and consume content and build a digital experience to both help their team in its fundraising efforts, but also share the *FIRST* experience with anyone who visits their website. Students should think broadly, considering channels (traditional sites, video applications, mobile, apps), devices (smart phones, tablets), and content (social, rich, and viral* media). We are looking for excellence in expressing the *FIRST* mission on the Internet and telling a story of who and what your team is all about. Be imaginative and creative!

6.7.2 Award Criteria

Teams are asked to develop a marketing strategy complete with rationale for digital channels / devices to disseminate content. Digital media still includes websites, but can and should be augmented with digital media for disseminating content including social, viral* and rich media.

*Viral media defined as low/zero budget and homemade content. Professionally produced content will be disqualified. Viral content is something that premieres and is spread person-to-person on the Internet.

6.7.3 Judging Criteria

Submissions will be reviewed and evaluated by a Comcast executive judging panel. This award is independent of current *FIRST* Program competition season judged awards.

The winner of the Media and Technology Innovation Award will be announced at the *FIRST* Championship.

Submissions will be judged on the following criteria, with the following weighted scale (out of a possible 100 total points):

Strategy (15 points)

- Targeting the right audience with a message that aligns with the *FIRST* mission.
- Developing a clear strategy and choice of distribution channels and content creation.
- Teams must use at least two channels. More channels are not necessarily better, but will be considered if appropriate.
- Setting and meeting clear objectives.
- Communicating a clear strategy on your website and on your written submission.

Overall Experience (15 points)

- Do content and channels fit together in look and feel?
- Are you promoting a positive impression of *FIRST* and its mission?
- Do your website and other digital media have a cohesive look? What is the overall digital user experience?

- How does your overall story come together online? Do you share a unified message and mission?
- Is the website intuitive and easy to navigate?
- Does the digital experience tell a story about the team and its *FIRST* experience?

Visual Design (10 points)

- How appealing is your design?
- Is content easy to read?
- Do you use videos and or graphics in a visually appealing way?
- Visual fit with *FIRST* – Even though the team has its own identity, is it clear that this team is a part of *FIRST*?

Navigation (10 points)

- Content organization and prioritization is being judged in this category
- Is your website simple to follow?
- Is it intuitive?
- Does it have a structure that makes sense?

Content (20 points)

- We are looking for whether the information shared is compelling and optimized for consumption.
- This should be a robust digital experience, so think about including text, sound, video, photos and social media.
- Good content should be engaging, relevant and appropriate.
- Was original content created?
- Is content kept up-to-date and refreshed regularly?
- Is content action-oriented?
- Does your site use live links?
- Do your site or digital media appropriately cite sources and not infringe on others' trademarks or copyrights?
- Does your website/channel adhere to the [FIRST Branding and Design Standards](#)?

Functionality (15 points)

- Does content load quickly?
- Does your site work with multiple/major browsers and mobile devices?
- Is the site easy to use?
- We will also consider the efficiency and utility of the site.

Engagement (15 points)

- Did your digital media engage an audience to find out more about your team or about *FIRST* and *FIRST* Progression of Programs?
- How did you track the results?
- Did you leverage your site or digital media for fundraising and/or other purposes outside of the normal scope?

6.7.4 Submission Process

Teams should upload their PDF-formatted submission through the [Comcast Media and Technology Award website](#). Submission will be accepted during the dates listed in [Section 6.3.1 Submission Dates](#).

Submissions are not to exceed two pages including graphics. The maximum allowable size for the PDF document submission is 50MB. Submissions should include and address all judging criteria addressed above. We encourage teams to clearly communicate both strategy and any results that have been tracked (include web site traffic, # of friends and/or followers, likes, etc.). This document must include applicable links, URLs and hashtags that provide access to the digital properties you created. This includes, but is not limited to, web and video sites, Facebook pages, Twitter feeds, Pinterest boards, mobile apps, etc.

By making a submission, the Submitter irrevocably grants to *FIRST* and *FIRST* designees the right to use any or all of the submission in any and all media for the purpose of describing the submission, describing the Award, and/or otherwise promoting *FIRST* and *FIRST* programs.

6.7.5 Submission Dates

Submissions will be accepted during the dates listed in [Section 6.3.1 Submission Dates](#).

You may submit your PDF more than once if you need to make revisions. The last version submitted prior to the deadline will be considered your final submission.

6.8 Woodie Flowers Award

The Woodie Flowers Award celebrates effective communication in the art and science of engineering and design. Dr. William Murphy founded this prestigious award in 1996 to recognize mentors who lead, inspire and empower using excellent communication skills.

Two subcategories are awarded:

- The Woodie Flowers Finalist Award (WFFA) is presented to one adult mentor at each Regional Competition or District Championship.
- The Woodie Flowers Award (WFA) is presented to one WFFA winner at the *FIRST* Championship

6.8.1 Eligibility

Each year, students may submit an essay nominating one mentor from their team to be considered for this award. *FIRST* will recognize one adult mentor at each Regional or District Championship to receive the WFFA. If a team already has a mentor who has received the WFFA in a prior year, then that team may re-submit that mentor in the current year in addition to nominating a mentor for the WFFA if they wish. The current year WFFA recipients, along with those mentors who received a WFFA in a prior year and have been re-nominated, will be judged to receive the WFA at the *FIRST* Championship.

6.8.2 Spirit of the Award

High school students on a *FIRST* Robotics Competition team may nominate one (1) adult team member as their Woodie Flowers Finalist Award (WFFA) candidate. The students will describe how this mentor has given them the best understanding of the challenges, opportunities and satisfaction involved in the discipline of engineering and design. Professor Flowers will lead the past Championship Woodie Flowers

Award (WFA) recipients as they judge and select the Finalists and the Championship recipient based on student essays.

This award recognizes an individual who has done an outstanding job of motivation through communication while also challenging the students to be clear and succinct in recognizing the value of communication. As such, it is very important that this be a student-led effort and a student decision. Team mentors should direct their students to the online entry site and let the high school students decide whom to nominate. Adults can help edit, but this must be a student-led effort, since any team mentor is eligible. Authors must be clearly identified as high school students in the online submission.

6.8.3 Award Eligibility Requirements

Regional WFFA (except District Event Teams) – Each team may nominate one adult member from their team to be judged at one Regional Event they are attending. The adult mentor must be on the same team as the student. Previous year WFFA recipients are not eligible to receive the current year WFFA.

District Championship WFFA (applies only to teams participating in District Events) - Each District team may nominate one adult member from their team at one District Event to be judged at the District Championship. The adult mentor must be on the same team as the student. Previous WFFA recipients are not eligible to receive the current year WFFA. One WFFA recipient will be selected at each District Championship.

FIRST Championship WFA – All prior year Regional WFFA recipients are eligible to be re-nominated for the current *FIRST* Championship Woodie Flowers Award. However, if a team has multiple prior Regional WFFA recipients, then the team may only re-nominate one of those previous recipients. The re-nomination can be made as soon as the online submission process begins. All of the Regional WFFA recipients from the current year are automatically eligible to receive the current *FIRST* Championship Woodie Flowers Award. Teams that have submitted a previous year WFFA recipient for the current *FIRST* Championship WFA and have a current Regional WFFA recipient will be asked by the WFA committee which Regional WFFA recipient from their team will be their *FIRST* Championship WFA candidate. A person may not receive the WFA more than one time.

6.8.4 Judging Criteria

Two aspects of this award are important: (1) the accomplishments in communication by the mentor and (2) the student's ability to communicate clearly and concisely through their nomination.

A specific judging criterion is based upon the team's description of how the mentor inspired each member of the team in some or all of the following ways:

- Level of student participation;
- Creativity of effort;
- Clear explanation of mathematical, scientific, and engineering concepts;
- Demonstration of enthusiasm for Science and Engineering;
- Encouragement to work on projects as a team effort;
- Inspiration to use problem-solving skills;
- Inspiration to become an effective communicator; and
- Motivation through communication.

Each *FIRST* team completes a product development cycle as it designs a concept, develops a prototype, and builds and debugs a unique machine. This requires teamwork, attention to detail, scheduling and hard work. The award-winning essay should answer this question; “How did the candidate inspire your team throughout this process?” If the essay best describes how this individual excels above all others as he or she inspires the team, then that mentor truly deserves to be recognized with the award that honors Professor Woodie Flowers and his contribution to engineering, education, and communication.

6.8.5 Entry Requirements

The students enter team and candidate information, reference information, and a maximum three thousand (3,000) character essay written in English. Teams may also add up to six (6) pictures, totaling no more than 1.0 MB of memory. This essay should be a team effort and will stand alone as the team’s entry to award their candidate the deserved recognition.

For students to re-nominate a past WFFA winner for the Championship WFA, they must write and submit a new 3,000 character essay.

Teams may only submit their WFFA candidate at one Regional or District competition for judging.

6.8.6 Entry Process

Students enter their candidate through the [Youth Team Member Registration System](#) (formerly known as STIMS).

Student nominators must follow the directions listed on the screen. As the student nominator fills out the required information, he/she will also choose their selected regional/district.

Student nominators can easily enter information, save it, and return to the site to edit their entry information until they are ready to submit it for judging. All entries must be submitted between the dates listed in [Section 6.3.1 Submission Dates](#). No entries will be accepted or altered after this date.

Students will go to the website to enter information in the following fields:

- Team Number
- Candidate Information:
 - First Name, Middle Initial, Last Name
 - Address, City, State, zip code
 - Employer
 - Occupation
 - Position on team
- High School Student Nominator’s information: (Student recommending candidate)
 - First Name, Last Name
 - Phone Number
 - High School
 - E-mail Address
 - Position on Team
 - Year in school (9th, 10th, 11th, 12th)

- Adult Reference (On the same team)
 - First Name, Last Name
 - Phone Number
 - E-mail Address
 - Position on Team
- Adult Reference (Any *FIRST* affiliation)
 - First Name, Last Name
 - Phone Number
 - E-mail Address
- Regional / District Selection (Team must attend this Regional / District)
- Upload Pictures (Up to 6, no more than 1.0 MB total)
- Essay (Character max: 3,000) - The students will see a quote from Dr. Murphy and/or Woodie about the value of concise and clear writing. Once candidates' information and essays are submitted, they are sorted and posted on a private, password-protected site where only the Judges can read the entries.

Please Note: By making a submission the Submitter irrevocably grants to FIRST and FIRST designees the right to use any or all of the submission in any and all media for the purpose of describing the submission, describing the Award, and/or otherwise promoting FIRST and FIRST programs.

6.8.7 Prior Year Regional WFFA Recipient Re-Submission

Student nominators must submit a new 3,000 character (maximum) essay in order to re-nominate their previous year Regional WFFA recipient to be eligible for the current Championship WFA. Student nominators will not be able to edit the original submission. Past winners without a new essay will not be eligible for the WFA. While the judges can review past essays, the new essay must be able to stand alone as a complete submission.

Each *FIRST* team may nominate/re-nominate a maximum of one (1) candidate for the *FIRST* Championship WFA.

6.9 Entrepreneurship Award *Sponsored by Kleiner, Perkins, Caufield & Byers*

This award celebrates the entrepreneurial spirit and recognizes a team which has developed a comprehensive business plan in order to define, manage and achieve the team's objectives. This team displays entrepreneurial enthusiasm and the vital business skills to ensure a self-sustaining program.

6.9.1 Business Plan Submission

Submissions will be accepted between the dates listed in [Section 6.3.1 Submission Dates](#).

A formal business plan must be completed and entered through the [Youth Team Member Registration System](#) (formerly known as STIMS).

In addition to submitting their business plans through STIMS, teams may create more comprehensive plans in their own style. They may then provide hard copies of these plans to judges at events to supplement the information they provide in STIMS.

6.9.2 Guidelines

- A formal business plan is submitted through [Youth Team Member Registration System](#) (formerly known as STIMS).
- The team has a clear concept or approach to building their team and functions as a complete unit.
- They assumed risks and were successful in managing that risk, dealing appropriately with adversity and unexpected events.
- They had a plan and executed it successfully.
- They understood the goals of the competition and the goals of *FIRST*.
- They demonstrated sustainability through, for example, succession and contingency planning.

6.9.3 Business Plan Template

Teams must complete the following fields in order to be considered for this award.

- **TEAM MISSION STATEMENT:** Please briefly indicate what you believe to be the “driving engine” of your team. Your mission should be clear and concise. It should represent to any reader exactly what your business plan strives to accomplish.

(1600 characters allowed, including spaces and punctuation)

- **TEAM ORIGIN:** Please provide the date that your team formed, the location of your team, the current number of team members (highlighting any growth over past years) and describe the challenges the team had to overcome in order to participate in *FIRST* events.

(1600 characters allowed, including spaces and punctuation)

- **ORGANIZATIONAL STRUCTURE:** Please detail how the team is structured to 1) Raise funds; 2) Ensure funds are properly spent; 3) Find and engage sponsors; 4) Recruit team members/mentors for current & future seasons; 5) Ensure *FIRST* principles remain core to the team’s efforts. Uploading an image of your team organizational chart below, will also satisfy this requirement.

(1600 characters allowed, including spaces and punctuation. Graphic image allowed in addition to or as an alternative to text - upload 5” x 4” 100 dpi resolution images that end in .JPG or .GIF)

- **RELATIONSHIPS:** Please detail team efforts to specifically engage, inspire, educate and retain 1) Team members; 2) Mentors; 3) Sponsors/Community.

(1600 characters allowed, including spaces and punctuation)

- **DEPLOYMENT OF RESOURCES:** Please detail how the resources of your team (Financial or otherwise) have been deployed to 1) Engage the community to spread the message of *FIRST*; 2) Inspire others to get involved so that *FIRST* continues to grow; 3) Ensure all team members get the most out of their *FIRST* experience.

(1600 characters allowed, including spaces and punctuation)

- **FUTURE PLANS:** Please indicate specific plans the team has for the next 3 years in regards to sponsorship, team and community outreach (including helping *FIRST* grow) and detail how you expect to be able to accomplish these goals.

(1600 characters allowed, including spaces and punctuation)

- **FINANCIAL STATEMENT:** Please include information on team finances (include financial statement detailing income and expenditures). Uploading an image of your team financial plan below, will also satisfy this requirement.

(1600 characters allowed, including spaces and punctuation. Graphic image allowed in addition to or as an alternative to text - upload 5" x 4" 100 dpi resolution images that end in .JPG or .GIF)

- **RISK ANALYSIS:** Please describe the team's risk mitigation plan. Present a SWOT (Strengths, Weaknesses, Opportunities, and Threats) analysis or narrative that describes the team plan to identify and respond to sustainability threats.

(1600 characters allowed, including spaces and punctuation)

- **PICTURES**

Picture 1: Please upload 5" x 4" 100 dpi resolution images that end in .JPG or .GIF

Picture 2: Please upload 5" x 4" 100 dpi resolution images that end in .JPG or .GIF

Picture 3: Please upload 5" x 4" 100 dpi resolution images that end in .JPG or .GIF

Picture 4: Please upload 5" x 4" 100 dpi resolution images that end in .JPG or .GIF

Entrepreneurship Award submissions are posted on a private, password-protected site where only the judges and authorized *FIRST* staff can read the entries. By making a submission the Submitter irrevocably grants to *FIRST* and *FIRST* designees the right to use any or all of the submission in any and all media for the purpose of describing the submission, describing the Award, and/or otherwise promoting *FIRST* and *FIRST* programs.

6.9.4 Eligibility

Teams are eligible to win the Entrepreneurship Award at any event they participate in.

6.10 *FIRST* Safety Animation Award Sponsored by UL

Every year, *FIRST* and UL invite teams to submit a short animated film to promote team safety.

6.10.1 Award Overview

Your team is invited to participate in the annual *FIRST* Safety Animation Contest for *FIRST* Robotics Competition student team members.

6.10.2 Theme

The topic for this year's Safety Animation Award competition is 'Working Safely with your Robot'. Every *FIRST* Robotics Competition team designs, builds, and competes with a robot. Every team also needs to work safely with their robot when it's being built and tested, when it's being moved to and from various locations at events, and when it's being moved to and from the events themselves. Create an animation showing our community the best practices for handling the robot during these times! Your animation doesn't necessarily need to show all three of these contexts, but if you can do so in a fun and engaging way – and in the time limit for the animation - please do. Also, please create videos in keeping with the medieval theme of the 2016 *FIRST* Robotics Competition season. This is not a requirement, but

we would love to select, as our winner, an animation that highlights best safety practices while keeping within our theme.

See more details about the Safety Animation Award on the [FIRST Robotics Competition Safety website](#).

6.11 Non-Submitted Judged Awards

FIRST recognizes both on-field performance and other team and robot attributes that help *FIRST* achieve its mission to change culture by inspiring young people. While a few awards are earned by teams for their on-field performance, the Judges determine the majority of the awards given at each event.

The awards *FIRST* Judges bestow fall into one of two general categories: Machine, Creativity & Innovation and Team Attribute. Machine, Creativity & Innovation awards recognize the technical accomplishments of teams in planning, designing, construction and operation/control of their robots. Team Attribute awards recognize the success of teams in developing strong partnerships with their community, recruiting members and fund raising, as well as outreach efforts to spread *FIRST*'s message of opportunity afforded by the study of math, science and technology.

The Judges select which teams will win each award described in the following sections. The guidelines listed below should not be viewed as strict criteria that must be met in order to win any award. They are guidelines only, and Judges and Judge Advisors will not answer questions from teams related to why a certain team did or did not win awards, as that would breach the confidentiality required in the selection process.

6.12 Awards Based on the Machine

6.12.1 Industrial Design Award Sponsored by General Motors

Celebrates form and function in an efficiently designed machine that effectively addresses the game challenge.

6.12.1.1 GUIDELINES

- The design is elegant and efficient (simple/executable) and practical. The entire machine reflects a system design approach, i.e., the overall machine design addresses the many functional systems that must operate together.
- Designing the machine contributes to the team's success in *FIRST* – not just in performance on the field of competition.
- Reliability and maintainability are considered in design. For example, it is capable of withstanding the rigors of the contest and servicing is easy.
- The entire machine design, or the detailed process used to develop the design, is worthy of this recognition, and not just a single component.

6.12.2 Quality Award Sponsored by Motorola Solutions Foundation

Celebrates machine robustness in concept and fabrication.

6.12.2.1 GUIDELINES

- The entire team demonstrates robustness and quality: workmanship, welds, joints, wiring, paint, pit area, tools, control panel, cart, etc.

- The machine can withstand the rigors of competition – maintaining functionality, including the use of designed-in redundancy, fail-safety etc. that may mitigate failures in competition to gain other advantages (e.g. weight).
- Workmanship is valued and planned in both the machine and support equipment.
- Building the machine contributes to the team’s success in *FIRST* – not just in performance on the field of competition.
- Execution is superb; the machine was built with a detailed plan in mind.

6.13 Awards Based on Creativity and Innovation

6.13.1 Excellence in Engineering Award *Sponsored by Delphi*

Celebrates an elegant and advantageous machine feature.

6.13.1.1 GUIDELINES

- A team spokesperson must be able to competently describe the engineered feature(s) and can trace its conception, design, manufacturing/assembly, or deployment.
- The feature(s) reflect an engineering solution to a specific problem, and it is functional and practical.
- The feature(s) are elegant and advantageous on the field of play.
- It stands up to the rigors of competition.

6.13.2 Innovation in Control Award *Sponsored by Rockwell Automation*

Celebrates an innovative control system or application of control components – electrical, mechanical or software – to provide unique machine functions.

6.13.2.1 GUIDELINES

- A team spokesperson must be able to identify and describe the controls innovation and can trace its conception, design, manufacturing/assembly, or deployment.
- The control system is innovative and unique. It is integrated with the machine, human players, strategy, etc. in concept and execution.
- The innovation is practical; it addresses the game’s challenge. It is not just a cute idea and is reliable under the stress of competition.

6.13.3 Creativity Award *Sponsored by Xerox*

Celebrates creativity in design, use of component, or strategy of play.

6.13.3.1 GUIDELINES

- A team spokesperson must be able to competently describe the creative/unique feature(s) and can trace its conception, design, manufacturing/assembly, or deployment.

- It is highly original in concept or execution.
- Since creativity may involve risk of failure, a team's appropriate response to challenges, including machine failures, can be considered.
- Its uniqueness has a practical application and contributes to the objectives of the competition. Developing it contributed to the team's success in *FIRST* – not just in performance on the field of competition.
- The team created this device/strategy rather than discovered it once the machine was built.

6.14 Awards Based on Team Attributes

6.14.1 Team Spirit Award Sponsored by FCA Foundation

Celebrates extraordinary enthusiasm and spirit through exceptional partnership and teamwork furthering the objectives of *FIRST*.

6.14.1.1 GUIDELINES

- Spirit is consistent both throughout the team and also throughout the contest in attitude, appearance, originality, and depth.
- The team displays obvious enthusiasm – in supporting teams, appearance, interactions with teams/Judges, etc. – at the competition.
- Spirit is part of the team and is apparent in all they do, including at their school, in their community, with sponsors and other teams, etc.
- They demonstrate spirit as a unified team.

6.14.2 Imagery Award in honor of Jack Kamen

In honor of Jack Kamen, Dean's father, for his dedication to art and illustration and his devotion to *FIRST*. This award celebrates attractiveness in engineering and outstanding visual aesthetic integration of machine and team appearance.

6.14.2.1 GUIDELINES

- Appearance of machine and team are integrated in an attractive theme.
- Visuals of the integrated team/machine are exceptional.
- The team theme is supportive of the principles of *FIRST*.
- The team's theme is original, can be explained by a team spokesperson, and is fitting to the objectives, character, and/or history of the team.

6.14.3 Gracious Professionalism® Award Sponsored by Johnson & Johnson

Celebrates outstanding demonstration of *FIRST* Core Values such as continuous Gracious Professionalism and working together both on and off the playing field.

Definition of Gracious Professionalism

- *Gracious Professionalism* is part of the ethos of *FIRST*. It's a way of doing things that encourages high-quality work, emphasizes the value of others, and respects individuals and the community.

- With *Gracious Professionalism*, fierce competition and mutual gain are not separate notions. Gracious professionals learn and compete like crazy, but treat one another with respect and kindness in the process. They avoid treating anyone like losers. No chest thumping tough talk, but no sticky-sweet platitudes either. Knowledge, competition, and empathy are comfortably blended.

6.14.3.1 GUIDELINES

- The team exemplifies the principles of *FIRST* in relationships with other teams and by their demonstrated *Gracious Professionalism*
- The team consistently demonstrates *Gracious Professionalism* and a positive attitude both on and off the field.
- If the team worked with another *FIRST* Robotics Competition team pre-season – they can describe the following:
 - How the collaboration was conducted during the off-season and during the build season
 - How the teams divided up tasks fairly and equitably
 - How the process of communication flowed from one team to the other
 - How working together as a group was beneficial over working independently
 - The financial impacts of working together vs working independently

6.14.4 Rookie All-Star Award

Celebrates the rookie team exemplifying a young but strong partnership effort, as well as implementing the mission of *FIRST* to inspire students to learn more about science and technology.

As there are often far fewer rookie teams than veteran teams present at events, Judges have the option of not presenting this award if they feel no rookie team competing meets the criteria.

6.14.4.1 GUIDELINES

- This team seems like a “Chairman’s Award team in the making.” (Community activities, leadership, vision, spirit, etc.)
- The team is a true partnership between school or organization and sponsors.
- The team understands what *FIRST* is really trying to accomplish – realizes that technical stuff is fun, challenging, and offers a future.
- This team has built a robot appropriate to the game’s challenges.

6.14.5 Judges Award

During the course of the competition, the judging panel may decide a team’s unique efforts, performance, or dynamics merit recognition.

6.14.5.1 GUIDELINES

- The team keeps appearing for consideration for other awards.
- Other Judges have noticed and commented on the positive aspects of the team.

- A unique happening or feature (often one that demonstrates the team has fully embraced the principles of *FIRST*) has caught a Judge's attention.

6.14.6 Rookie Inspiration Award Sponsored by National Instruments

Celebrates a rookie team's outstanding success in advancing respect and appreciation for engineering and engineers, both within their school, as well as in their community.

As there are often far fewer rookie teams than veteran teams present at events, Judges have the option of not presenting this award if they feel no rookie team competing meets the criteria.

6.14.6.1 GUIDELINES

- Effectiveness and inventiveness of the team's efforts to recruit students to engineering.
- Extent and effectiveness of the team's community outreach efforts.
- A commitment to science and technology education among the team.
- Ability to communicate understanding of the *FIRST* mission at the competition and away from it.

6.14.7 Engineering Inspiration Award

Celebrates outstanding success in advancing respect and appreciation for engineering within a team's school or organization and community.

6.14.7.1 GUIDELINES

- Extent and inventiveness of the team's efforts to recruit students to engineering with particular emphasis on the most recent year's efforts. Measurable success of those efforts.
- Extent and effectiveness of the team's community outreach efforts with particular emphasis on the most recent year's efforts. Measurable success of those efforts.
- A commitment to science and technology education among the team, school, and community.
- Achievement of the *FIRST* mission and ability to communicate that at the competition and away from it.
- Efforts are ongoing, not strictly concentrated on the build and competition season.

6.14.8 Industrial Safety Award Sponsored by UL

Celebrates the team that progresses beyond safety fundamentals by using innovative ways to eliminate or protect against hazards.

6.14.8.1 GUIDELINES

The Safety Advisors will focus on the combination of individual and team safety behaviors and safe physical conditions along with their safety outreach to other teams. This will include:

- Safe behaviors – work practices, use of tools
- PPE - wearing required personal protective equipment (e.g. Safety glasses, closed toe footwear, gloves)

- Safe Physical Conditions – workspace in pit area, condition of hand tools and power tools, power cords, safe handling of batteries and charging equipment
- Safety initiatives at the event
- Safety presentation
- Community involvement
- Special attention and recognition will be focused on:
 - Maintaining safe work practices when under time pressure
 - Wearing safety glasses in the pit stations and on the playing fields at all times
 - Control of the robot at all times
 - Safe use of hand and power tools
 - No prohibited tools in the pits, as indicated in the *FIRST* Safety Manual
 - Assisting other teams with safety issues, as needed
 - Control of the pit area regarding authorized access and visitor safety
 - Condition of the pit work surface, i.e. tripping hazards