



Executive Summaries & Definitions

2020-21 Chairman's Updates

FIRST Canada LIVE!

- **Introductions**
 - What is the Hall of Fame?
 - What did your team do to get into the Hall of Fame?
 - What changes are you most excited about?
- **Who contributed to these changes?**
- **Why were the changes made and why now?**
- **What's new in the CA Executive Summary questions and definitions?**
 - Overview during program.
 - Question by question comparison provided in powerpoint on firsthallfame.org
- **How does this impact your team and submission?**



Who contributed to the changes

- **A committee of Hall of Fame teams:** Members from several teams worked together to review and suggest changes.
- **FIRST Robotics Competition Judges** worked together to review those recommendations and make recommendation of their own.
- The Hall of Fame committee and the Judges met online to discuss the questions recommended from both sides to create the best representative list of questions to recommend to *FIRST*.



Why & Why Now

- Why?
 - Focus was to pivot towards questions that are more relevant and to better clarify the use of the definitions.
 - Why changes were made?
 - To focus on your team and who you are as a team.
- Why Now?
 - Natural progression of the changes made over the years



Executive Summary

Question Changes



Executive Summary Questions

What's New in the 13 Questions?

Modified to focus on sustainability of teams vs growth.

Ensure all *FIRST* pillars are represented in team efforts.

Change time-frame of efforts from 5 years to 3 years.

Serve as a reflection for your team.

Change Overview to focus questions on...

- What does your team look like? Background information to put your team in context.
- What does your team do and how do you do it? How are both the team and efforts sustainable and scalable.
- How do you work within the *FIRST* community? What are your relationships with *FIRST* and other teams? How are you inspiring community members to promote, value, and celebrate *FIRST* & STEM and serve as a role model?
- What partnerships have you built? How do you foster/maintain those relationships?
- About your equity, diversity, inclusion efforts within and outside the team?
- Tell us about how your team is working to improve.
- How are you working towards the mission and goals of *FIRST*?



Executive Summary Questions Compared 1

2021

Describe the impact of the *FIRST* program on team participants within the last 3 years. This can include but is not limited to percentages of those graduating high school, attending college, in STEM careers, and in *FIRST* programs as mentors/sponsors.

2020

Briefly describe the impact of the *FIRST* program on team participants within the last five years

Why

Expanded to better clarify what the judges are looking for.

Executive Summary Questions Compared **2**

2021

Describe your community along with how your team addresses its unique opportunities and circumstances.

2020

Describe the impact of the *FIRST* program on your community within the last five years

Why

This is a major change. This question now lets you showcase your team's unique situation, without using characters elsewhere.

Executive Summary Questions Compared 3

2021

Describe the team's methods, with emphasis on the past 3 years, for spreading the *FIRST* message in ways that are effective, scalable, sustainable, and creative.
How does your team measure results?

2020

Describe the team's methods for spreading the *FIRST* message in ways that are effective, scalable, sustainable, and creative

Why

Added in timeframe and expanded the question to ask about how teams measure results. Quantify!

Executive Summary Questions Compared 4

2021

Please provide specific examples of how your team members act as role models within the *FIRST* community with emphasis on the past 3 years.

2020

Describe examples of how your team members act as role models and inspire other *FIRST* team members to emulate

Why

Expanded to better clarify what the judges are looking for.

Executive Summary Questions Compared 5

2021

Describe your team's initiatives to Assist, Mentor, and/or Start other *FIRST* teams with emphasis on activities within the past 3 years.

2020

Team's initiatives to help start or form other *FIRST* Robotics Comp. teams

Describe the team's initiatives to help start or form other *FIRST* teams

Describe the team's initiatives on assisting other *FIRST* teams 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.

Why

Consolidated assist, mentor and start team initiatives to make room for new questions to broaden the view of the scope of the team.

Executive Summary Questions Compared 6

2021

Beyond starting teams, what initiatives have you done to help inspire young people to be science and technology leaders and innovators? What results have you seen from your efforts in the past 3 years?

2020

n/a

Why

Added to explore additional efforts created by teams and the results they have seen from those initiatives.

Executive Summary Questions Compared 7

2021

Describe the partnerships you've created with other organizations (teams, sponsors, educational institutions, philanthropic entities, etc.) and what you have accomplished together with emphasis on the past 3 years

2020

Describe your Corporate/University Sponsors

Why

Expanded from more than the corporate and university sponsors to additional sponsors and partnerships teams have made.

Executive Summary Questions Compared 8

2021

Describe your team's efforts in the past 3 years to promote equity, diversity, and inclusion within your team, *FIRST*, and your communities.

2020

n/a

Why

This subject was the only *FIRST* pillar not addressed in the ES. Added to explore team efforts to promote ED&I.

Executive Summary Questions Compared 9

2021

Explain how you ensure your team and the initiatives you have created will continue to run effectively for the foreseeable future.

2020

n/a

Why

A new question added to explore **sustainability** efforts of the team and their efforts.

Executive Summary Questions Compared **10**

2021

Describe your team's innovative strategies to recruit, retain, and engage your sponsors within the past 3 years.

2020

Describe the strength of your partnership with your sponsors within the last five years.

Why

Reworded to provide more direction in the information the judges are searching for.

Executive Summary Questions Compared **11**

2021

Highlight one area in which your team needs to improve and describe the steps actively being taken to make those improvements.

2020

n/a

Why

Added to look for the efforts of teams to reflect on themselves and strive to find areas to improve.

Executive Summary Questions Compared **12**

2021

Describe your team's goals to fulfill the mission of *FIRST* and the progress you have made towards those goals.

2020

n/a

Why

Added to address how your team is focusing on fulfilling the mission of *FIRST*; "Why do you deserve the Chairman's Award"

Executive Summary Questions Compared **13**

2021

Briefly describe other matters of interest to the *FIRST* Judges, including items that may not fit into the above topics. The judges are interested in learning about aspects of your team that may be unique or particularly noteworthy.

2020

Briefly describe other matters of interest to the *FIRST* Judges, if any

Why

Expanded to better clarify what the judges are looking for.

Executive Summary Questions Compared **14**

2021

n/a

2020

For *FIRST* Robotics Competition teams older than 5 years, briefly describe your team's broader impact from its inception.

Why

Removed to make room for more specific questions.

Executive Summary Questions Compared **15**

2021

n/a

2020

Describe how your team would explain what *FIRST* is to someone who has never heard of it

Why

Removed to make room for more specific questions.

Chairman's Definitions Changes



About the Definitions?

- Why do we have them?
 - Help teams communicate their efforts clearly.
 - Help the judges to evaluate the teams more equitably.
- What do they cover?
 - Team Support Definitions
 - Event Support Definitions
- Chairman's Award Definitions All teams are required to adhere to the following Definitions in their Chairman's Award submissions and during their Chairman's Award interviews.
- [Click here to download the official pdf?](#)



Change Overview of definitions...

Clarification in wording

Added Advocacy definition

Examples provided of each

Replaced term “Assisted” with “Supported” from event definitions to reduce confusion from the “Assisted” term in team definitions.

Added references for how to use within the [Documentation form](#)



Team Support Definitions

Started

Mentored

Assisted

Provided Published Resources

.....

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.



Team Support Definitions: **Started**

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. 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.



Team Support Definitions: **Started**

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 (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 must be listed on the Chairman's Documentation Form and submitted during the interview.



Team Support Definitions: **Mentored**

(a *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:

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.



Team Support Definitions: **Mentored**

We understand that all teams may not 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 must be listed on the Chairman's Documentation Form and submitted during the interview.



Team Support Definitions: **Mentored**

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 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.



Team Support Definitions: **Mentored**

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



Team Support Definitions: **Assisted**

(a *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:

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 FRC 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.



Team Support Definitions: **Assisted**

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.



Team Support Definitions:

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 of 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.)



Team Support Definitions:

Provided Published Resources

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.

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.



Team Support Definitions:

Provided Published Resources

If Published online, teams should provide a link to the resource. Links to team websites, sharing sites (e.g. YouTube), or collaborative sites between *FIRST* teams are all appropriate. All provided documentation and/or links must be listed on the Chairman's Documentation Form and submitted during the interview.



Team Support Definitions:

Provided Published Resources

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* 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 FRC teams.



Event Support Definitions

Ran

Hosted

Supported

Reached

Advocated

.....

Event Support Definitions: **Ran**

(a FIRST LEGO League / FIRST Tech Challenge / FIRST Robotics Competition team) - A Team has Run an event if they have met all of the following requirements:

1. Team members are involved in the majority of the planning of the event.
2. 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.



Event Support Definitions: **Ran**

Teams are encouraged to provide documentation (e.g. a letter from organizing body/Regional Director/Affiliate Partner that the event was Run for) supporting the fact that they did indeed Run the event.

All provided documentation must be listed on the Chairman's Documentation Form and submitted during the interview.

Examples (but not limited to) of Running an event

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



Event Support Definitions: **Hosted**

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

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.



Event Support Definitions: **Supported**

(FIRST LEGO League / FIRST Tech Challenge / FIRST Robotics Competition team) - 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 event)

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



Event Support Definitions: **Supported**

Examples (but not limited to) of Supporting an event

- Having multiple team members volunteer at the entirety of an event
 - Having a few mentors serve on a large planning Committee for a *FIRST* Robotics Competition district 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* Robotics Competition district event

Why?

Concerned about the use of the word “Assisted” for both team and event definitions, the Event definition “Assisted” was changed to “Supported”, and better defined..



Event Support Definitions: **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.



Event Support Definitions: **Reached**

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 see 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 people 700 people.



Event Support Definitions: **Reached**

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.

Why?

Examples provided to help teams better communicate impact of their efforts.



Event Support Definitions: **Reached**

The goal with using Reach in submissions is to accurately convey the number of people who have become aware of your team. However, it is very difficult to provide exact numbers when it comes to the numerous public demos team participate in every year. That being said, 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. All provided documentation must be listed on the Chairman's Documentation Form and submitted during the interview.



Event Support Definitions: **Advocated** *NEW*

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*.



Event Support Definitions: **Advocated** *NEW*

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 have to engage not just a passive act)
- Soliciting and recruiting sponsors solely for your team (i.e. fundraising)



Event Support Definitions: **Advocated** *NEW*

Teams are encouraged to be specific about when they started an initiative or participated in one. All provided documentation and/or links must be listed on the Chairman's Documentation Form and submitted during the interview.

Why?

“Advocated” was added to acknowledge and help to define the growing impact on team advocacy to promote STEM & FIRST



Using definitions with the form?

Provided documentation and/or links on the Chairman's Documentation Form

Submitted documentation information during the interview.



How does this impact your team and submission?

- Serve as a reflection for your team, think year end report. Use the questions as guides when planning your next season(s) (not in a checkbox way but in good reflection)
- How it changes the essay?
- Don't stop and redo everything you do as a team to fit the award questions. You're probably already doing a lot of this stuff.
- Encourage more teams to apply for the award.
- Use the questions as a reflection for your team and how you are progressing. Think like year end report or review--what are you going to keep/stop/start doing? Don't use as a checkbox.



Change Overview

- Every team and their impact is different.
- Reflect what your team does well and opportunities to improve
- Tell your team's story! Don't worry about comparing your team to the next, focus on your team, what you do, how you do it, why you do it etc.



Have Questions?

Contact the Hall of Fame at
FIRSTHallofFame@gmail.com

