

2011 SUPPLEMENTAL RULES FOR MICHIGAN FRC TEAMS

INTRODUCTION

The new Michigan event structure, piloted by FIRST in Michigan in the 2009 season, provides for nine district events and one state championship. The goal was to expand the reach of the *FIRST* Robotics Competition (FRC) to all Michigan high schools, and make it more affordable, accessible, rewarding and sustainable for new and old teams alike. These rules will supplement the 2011 FRC Manual for all teams participating in Michigan. Topics covered by this supplement include:

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SECTION 1: COMMUNICATION

Information about *FIRST* in Michigan, the district events and the State Championship can be found at the *FIRST* in Michigan website at: <http://www.firstinmichigan.org/>.

If a team needs clarification on any of the rules in this supplement, general questions can be emailed to gail.alpert@gmail.com and awards related questions can be emailed to pamela.a.williamson@gmail.com. Questions will be answered by email. Additionally, at the discretion of the rules committee, the questions and answers may be posted to the *FIRST* in Michigan website. Frequently asked questions, as well as any official rules updates, will be emailed directly to all teams and placed on the *FIRST* in Michigan website under the rules section.

Feedback on the district events, ideas for improvement or additional questions not related to the rules contained in this supplement, should be directed by email to both gail.alpert@gmail.com and pamela.a.williamson@gmail.com.

SECTION 2: SHIPPING AND ROBOT LOCK UP

2.1 All Michigan Events are Bag and Tag

Michigan robots must be "locked up" by 11:59 pm Tuesday, February 22, 2011 and must remain locked up during the competition season. The only exceptions to this rule will be during a team's event or during a team's Robot Access Period (see Section 3 below).

Teams registered for events outside of Michigan are still required to ship their robots to these events and should consult Section 2.7 below on shipping to out-of-state events.

2.2 Definition of "Locked Up"

As used throughout these rules, the term "locked up" is defined as this procedure:

1. The robot is placed into the provided bag.
2. The bag is closed using the numbered security seal.
3. An independent third party fills out the Robot Lock Up Form (attached) by recording the date, time, and seal number thereby verifying the lock up with his signature.
4. An independent third party is defined as a person 18 years or older who is not associated with your team as a student, mentor, teacher parent, sibling or a relative of a person associated with the team. The school principal (if not part of the team), shipping and receiving employee, or another teacher not related to your team, are all examples of acceptable independent third parties.
5. If an independent third party is not available at time of lock up, any adult associated with the team may sign the form, provided the person is over the age of 18 and is not a student member of the team.

2.3 Definition of "Unlocked"

The term "unlocked" as used in the supplementary rules is defined as this procedure:

1. An independent third party checks the seal number on the bag and verifies that it matches the seal number on the form for the previous lock up.
2. The third party fills out the form, recording the date, time and reason for unlocking and then signs the form.
3. The seal on the bag is broken and the robot is removed.
4. If an independent third party is not available at time of unlocking, any adult associated with the team may sign the form, provided the person is over the age of 18 and is not a student member of the team.

2.4 Lock Up supplies and replacements

Each Michigan team will receive 2 bags, 25 security seals and the Robot Lock Up form in their kit of parts. Plastic bags are not toys and can cause suffocation so please keep out of the reach of children and do not allow unsupervised use.

The spare parts desk at each competition will have extra bags available for purchase at \$5.00 each and extra security seals available for \$1 each.

If your team needs a bag or seal prior to an event, please contact Pat Major immediately at pmajor@centurytel.com. If you cannot reach Pat, please patch up your bag until you secure another bag from Pat. If you run out of security seals and cannot immediately reach Pat, please use a regular zip tie, and create a hand-made label using tape as shown below. Ask an independent third party to number and initial the label. Then proceed with the regular lock up procedure.

Here is an illustration of a home-made security seal:



2.5 Submitting Lock Up Forms for inspection at all Michigan events

Robot lock up forms must be submitted to the inspectors as part of the inspection process at each Michigan event. This will serve to verify that no Michigan team has had illegal access to their robot after the build period. The Robot Lock Up Form is available here http://www.firstinmichigan.org/download_forms.html or here
PLEASE REMEMBER TO BRING A COPY OF YOUR EXECUTED FORM TO THE COMPETITION.

2.6 Basic rules governing lock up and transportation to Michigan events

1. Once the robot is locked up on ship day, it may not be unlocked except during the team's 6 hour Robot Access Period (discussed in Section 3 (below) and Section 4.2 of the FRC manual supplement "[Attending a Bag and Tag Event](#)" or during the team's competition.
2. Robots must be transported to and from the competitions in their security sealed bags.
3. Robots will be carried in through the regular doors, just like other pit items. Teams will not have access to loading docks or forklifts.
4. Anyone lifting or carrying the robot in its bag should make sure to have a secure hold. Bags may be slippery. Teams are encouraged to put the robot on a dolly or other rolling cart to transport the robot.
5. Robots may not be unlocked until they arrive in their pit space. Proper unlocking procedures must be followed.(see section 2.3).
6. Robots must be locked up in the pits before leaving the competition. Proper lock up procedures must be followed. (see section 2.2)

2.7 Shipping to out-of-state events

For teams going to regional events outside of Michigan that are not bag and tag, or to the FIRST Championship in St Louis, the robot will have to be shipped to and from the out-of-state event in the traditional manner mandated by the FIRST manual. These additional rules apply:

1. If the team's first event is a non-bag and tag event outside of Michigan, the robot must be shipped on Tuesday, February 22, 2011 in accordance with all rules in the *FIRST* manual.
2. For out-of-state non- bag and tag events which follow a Michigan event, the robot must be locked up at the conclusion of the Michigan event, and brought back to the team's work place. It will then be shipped in the crate in the same sealed bag.
3. Deadlines for shipping are as follows:
 - a. If a team's next event is out-of state, the robot must be shipped by the Tuesday following the team's Michigan event, even if the out-of-state event is not on the next consecutive week.
 - b. Teams that qualify for the Championship in St. Louis following the Michigan State Championship must follow all procedures in Section 2.2, item 8 of the [Bag & Tag Guidelines](#). Bag your robot as described and ship it to the drayage location for the Championship. Teams qualifying at the Michigan State Championship event will receive one (1) FedEx Freight BILL OF LADING at the event If they have not

already received the maximum number allowed. Teams may receive up to two (2) shipments prior to the Championship under the FedEx donation. Teams that have already received two (2) shipments will NOT receive any additional BILLS OF LADING.

2.8 Bag It: An Illustration

Here is an illustration on how to lock up your robot:

STEP 1: Bunch bag up on ground leaving space for robot in center



STEP 2: Place robot in center of bag



STEP 3: Pull bag up carefully making sure the robot's corners and other parts don't get snagged.



STEP 4: Place security tie on bag. Have an Independent third party fill out the robot lock up form.



SECTION 3: ROBOT ACCESS PERIOD

3.1 Overview

As Michigan events do not have a full practice day, teams will have a "Robot Access Period" to unlock their robots at home to work on or with their robots. During this time, teams can do anything they would normally do during a practice day at an event including, but not limited to, making modifications, upgrades, programming, or practicing.

3.2 Allowable Hours and Days

Teams may unlock their robot for a total of 6 hours during the 7 day period (Friday through Thursday) preceding any District Event in which their own team is participating. These hours may be broken up in any way the team wishes. The only stipulation is that no single access period may be shorter than 2 hours. The robot must be locked up in between sessions and this must be documented on the Robot Lock Up Form each time.

During the robot access period, if a team travels to another team's facility to practice with them, or for help, the travel time will not count toward the team's allowable hours provided the robot travels in its security sealed bag.

SECTION 4: EVENT AGENDAS

4.1 District Event Agenda

A sample agenda for the district events is included below. The actual agenda for a specific event may differ slightly. Please check the agenda on the *FIRST* in Michigan website, www.firstinmichigan.org. The agendas will be posted there as they become available. We will also try to make this information available via the www.usfirst.org website.

Please note that Thursday evening, while optional, is highly recommended. Teams will have access to the field and pits and will have the opportunity to get inspected. The goal will be to inspect as many robots as possible on Thursday evening. Please make sure your robot is functional and ready to be inspected when it arrives.

Thursday	
Pits open	6:00 PM
Pits close	10:00 PM
Friday	
Pits open	8:00 AM
Opening ceremonies	10:30 AM
Matches begin	11:00 AM
Lunch begins	1:00 PM
Lunch ends	2:00 PM
Matches end	7:00 PM
Pits close	8:00 PM
Saturday	
Pits open	8:00 AM
Opening ceremonies	9:00 AM
Matches begin	9:30 AM
Alliance Selections	12:30 PM
Lunch begins	1:00 PM
Elimination rounds begin	2:00 PM
Awards	5:00 PM
Pits close	6:30 PM

** Schedule subject to change, pending individual venue requirements. All times are estimated based on flow of rounds. See Administration table for updated times.

4.2 Michigan State Championship Agenda

The [State Championship agenda](#) may be found on the FIRST in Michigan website.

SECTION 5: EVENT ELIGIBILITY, REGISTRATION AND PAYMENT

5.1 Use of Points System to Rank Teams

Teams will accumulate points at the first two district events they attend in chronological order as well as at the State Championship. Teams attending more than two district events will not earn points at the additional events, regardless of their performance or the awards they win. Below is a schedule of points teams will earn:

POINT CATEGORY POINTS	POINTS
Win-Loss Record in Qualifying Rounds	
Win	2
Tie	1
Final Alliance Captains After Picking	
#1 Alliance Captain	16
#2 Alliance Captain	15
#3 Alliance Captain down to #8 Alliance Captain	14 down to 9
Draft Order by Acceptance	
#1 Draft Pick (Accepted)	16
#2 Draft Pick (Accepted)	15
#3 Draft Pick down to #16 Draft Pick	14 down to 1
Elimination Round Performance	
Winning Alliance Teams:	
Alliance Captain and First Pick	30
Second Pick	24
Finalist Alliance Teams:	
Alliance Captain and First Pick	20
Second Pick	16
Semi Finalist Alliance Teams:	
Alliance Captain and First Pick	10
Second Pick	8
Awards	
Industrial Design	5
Quality	5
Engineering Excellence	5
Innovation in Control	5
Creativity	5
Entrepreneurship	5
Coopertition™	5
Excellence in Design (Autodesk) - State Championship only	5
Team Spirit	2
Gracious Professionalism	2
Imagery	2
Highest Rookie Seed	2
Industrial Safety	2
Judges Award	2
Rookie Inspiration	2
Website	2
Team Spirit	2

At the conclusion of the district events, the points from the team's first two events will be totaled and all teams will be given a state rank.

If any teams have the same number of points, the following hierarchy of tiebreakers will be used to break the tie:

1. Elimination Round Performance Points
2. Best Elimination Round Finish
3. Draft Points
4. Highest Draft/Seed Achieved
5. Qualification Round Win-Loss Points
6. Most Wins
7. Highest Match Score
8. Second Highest Match Score
9. Third Highest Match Score
10. Coin Flip

5.2 State Championship

5.2.1 Qualifying and Registering to Compete

Sixty four (64) teams will qualify for the State Championship. Each District Chairman's Award Winner will automatically qualify for a spot at the State Championship. The balance of the 64 State Championship spots will be filled by the top teams in ranked order based on their total points following the close of the district event season.

The final ranking list will be posted on the *FIRST* in Michigan website no later than 9:00 A.M. on the Sunday morning following the Week 5 events. All eligible teams, whether they plan to attend or not, are required to go to TIMS no later than noon on Monday following the the Week 5 events, and either register for the State Championship, or decline.

If any of the eligible teams are unable to attend, choose not to attend, or do not respond by Monday at noon, the next team in ranked order will be eligible to take their place. Eligibility will continue to move down through the ranks until all places at the State Championship are filled. This makes it vital for teams to notify us quickly if they do not plan to attend.

5.2.2 Payment for State Championship

The cost to participate in the State Championship is \$4,000. Teams are required to pay at the time of registration to secure their spot. Acceptable forms of payment are the same as they are for all other *FIRST* events. These include check, wire, credit card or P.O.

Please note that there is an extremely short window of time between the end of Week 5 when many of the teams will learn they are eligible for the State Championship, and Week 6, which is the State Championship. Teams are urged to make arrangements ahead of time to pay for the event if they want to attend. *FIRST* is willing to accept payment (including a P.O.) any time between now and the State Championship and will gladly refund the payment or cancel the P.O. in the event the team does not qualify. It may also be possible to make the terms of the P.O. null and void in the event the team does not qualify for the State Championship.

5.2.3 Chairman's Award, Engineering Inspiration Award, Rookie All-Star Award and the Website Award at the State Championship

Only the District Winners of Chairman's Award, Engineering Inspiration Award, Rookie All-Star Award and Website Award will be eligible to compete for the award at the State Championship.

To help the general public, as well as other FRC and FLL teams, better understand the level of commitment required to win the Chairman's Award, all District Chairman's Award winners along with the Hall of Fame teams, will have a reserved space in the lobby at the competition to set up a display of all of their outreach activities. The Chairman's Award judges are free to look at the displays.

All District Chairman's Award winners are **REQUIRED** to prepare a display for the State Championship. Each team will be supplied with a table with skirting and an electrical outlet. Teams are required to provide for review / display a copy of their written Chairman's Award submission, **AND** their Chairman's Award DVD. The teams are responsible for providing their own method for playing the DVD. Teams may either setup displays behind their table, or on top of their table. Displays may not be more than 8' wide x 8' tall if setup behind their table, or more than 4' wide x 4' tall if setup on top of their table.

Please note: The DVD for display is in ADDITION to the DVD that must be turned in for the Judges. Teams are requested to turn in their copy of the DVD for the Judges, to Pit Administration when they register at the event.

5.3 FIRST Championship in St. Louis

5.3.1 Qualifying for Spots

18 spots have been reserved for Michigan teams at the FIRST Championship in St. Louis. These spots will be awarded based on performance and awards earned at the Michigan State Championship. The 18 spots are broken down as follows:

- 3 spots – one for each of the three State Championship Chairman’s Award winners
- 3 spots – one for each of the three teams making up the winning alliance at the State Championship
- 2 spots – one for each of the two State Championship Rookie All-Star Award winners
- 1 spot – for the State Championship Engineering Inspiration Award winner

The 9 award spots may not be filled by any team(s) other than the 9 award winners even if one of the 9 award winning teams chooses to decline their spot.

- The remaining 9 spots will go to the top ranked teams after points earned at the State Championship are used to re-compute the state rankings.

To re-compute the state rankings following the State Championship, points earned at the State Championship will be multiplied by three (3) and added to the points earned at the team’s two district events. This will allow performance at the State Championship to count for 60% and the district events to count for 40% of the total. If two or more teams have earned the same number of points, tiebreakers will be applied in the same manner as in section 5.1.

The 9 spots for the top ranked teams will be filled by starting at the top of the rankings and moving down as far as is necessary to fill the 9 spots with teams other than the 9 award winners.

5.3.2 Notification of Eligibility and Registration Deadlines

The list of eligible teams will be posted on the *FIRST* in Michigan website, and an e-mail will be sent to the appropriate team contacts, no later than Sunday morning at 9:00 AM following the State Championship.

Teams that plan to attend must register on the FIRST Website before noon on Monday April 11, 2011 or they will lose their spot. Teams that do not wish to attend must send an email quickly to both Gail.Alpert@gmail.com and Pamela.A.Williamson@gmail.com

5.3.3 Payment

Registered teams will have the same amount of time to pay for the FIRST Championship in St. Louis as the Week six winners of Regional Events held across the country. Please consult the FIRST manual for details.

SECTION 6: Award Changes At Michigan Events

Each Michigan team may only submit their Chairman’s Award at one of their first two 2011 Michigan district events and may not submit at an out-of-state event, and may not submit at their third district event, if they are so registered.

6.1 District Events

All the Regional Competition awards found in the *FIRST* manual will be given out at District Events in Michigan, with the following exceptions:

6.1.1 Woodie Flowers Award

Each Michigan team may nominate one adult member from their team for the Michigan State Championship Woodie Flowers Finalist Award. Each Michigan team may only nominate their candidate at one of their 2011 Michigan district events and may not submit at an out-of-state event. The adult mentor must be on the same team as the student nominators and only one adult member may be nominated per team. One Regional WFFA will be selected at the Michigan State Championship.

All Michigan teams wishing to submit an entry for the Woodie Flowers Award must provide a written submission, using the online FIRST submission site. See section 6.9 of the FIRST Robotics Competition Manual for further details.

This award will not be given at Michigan District events. One Regional Woodie Flowers Finalist Award winner, chosen from all of the entries submitted by Michigan teams, will be announced at the State Championship.

Additional information on the Woodie Flowers Award submission may be found at

http://www.usfirst.org/uploadedFiles/Robotics_Programs/FRC/Game_and_Season_Info/2011_Assets/2011%20WFA.pdf

6.1.2 Excellence in Design Award Sponsored by Autodesk

This award will not be given at the Michigan District Events. All submissions by Michigan teams will be peer judged by students, and one winner from Michigan will be announced at the Michigan State Championship.

6.1.3 Rookie All-Star Award

FIRST invites and encourages rookies to develop a Chairman's Award type submission. This submission may be evaluated by the judges to determine the winner of the Rookie All-Star Award. It will also document where your team started its *FIRST* journey and the results of your team's efforts. It will be a great way to start your team's efforts to win the Chairman's Award.

All Michigan rookie teams are encouraged to prepare a District Rookie All-Star Award summary sheet, and print a copy to give the Judges when they visit you at your Pit location at your district events.

Michigan rookie teams may not submit at out-of-state events. All Michigan rookie teams will be considered for this award, at each Michigan District event they attend.

6.1.4 Chairman's Award

Each Michigan team may only submit their Chairman's Award at one of their first two 2011 Michigan district events and may not submit at an out-of-state event, or at a third district event.

6.1.5 Dean's List Award

Each Michigan team may nominate up to two members of their team for the FIRST Dean's List award (The team may select only one but not more than two). The nominations must be submitted by a single mentor from the team no later than **NOON AM EST on February 17, 2011** to <https://my.usfirst.org/frc/tims/site.lasso>.

Dean's List award finalists will not be chosen at Michigan District Events. Instead, all Dean's List Award nominations from Michigan teams will be reviewed by a selected panel of Judge Advisors and Judges and 6 Dean's List Award Finalists will be selected across all Michigan Team nominees. These 6 Dean's List Award Finalists will be announced at the Michigan State Championship event. The 6 Dean's List Award Finalists from Michigan will be considered for the **FIRST Dean's List** at the *FIRST* Championship in St. Louis using the essays provided.

Additional information on the Dean's List Award submission may be found at

http://www.usfirst.org/uploadedFiles/Robotics_Programs/FRC/Game_and_Season_Info/2011_Assets/2011%20FDLA%20Criteria.pdf

6.2 Michigan State Championship Competition

All the Regional Competition awards found in the *FIRST* manual will be given out at the Michigan State Championship, with the following modifications:

6.2.1 Chairman's Award

Only Michigan District event Chairman's Award winners will be eligible to compete for the Michigan State Championship Chairman's Award. See also Section 5.2.3 about displays at the State Championship.

All teams competing for the Chairman's Award at the Michigan State Championship will need to conduct a scheduled formal interview with the Judges at the event. A signup sheet will be available at Pit Administration.

There will be three (3) Michigan State Championship Chairman's Award winners all of which will be eligible to attend the *FIRST* Championship in St. Louis.

6.2.2 Rookie All-Star Award

Only Michigan District event Rookie All-Star Award winners will be eligible to compete for the Michigan State Championship Rookie All-Star Award.

All teams competing for the Rookie All-Star Award at the Michigan State Championship will need to conduct a scheduled formal interview with the Judges at the event. A signup sheet will be available at Pit Administration.

There will be two (2) Michigan State Championship Rookie All-Star Award winners both of which will be eligible to attend the *FIRST* Championship in St. Louis.

6.2.3 Engineering Inspiration Award

Only Michigan District event Engineering Inspiration Award winners will be eligible to compete for the Michigan State Championship Engineering Inspiration Award.

All teams competing for the Engineering Inspiration Award at the Michigan State Championship will need to conduct a scheduled formal interview with the Judges at the event. A signup sheet will be available at Pit Administration.

There will be one (1) Michigan State Championship Engineering Inspiration Award winner who will be eligible to attend the *FIRST* Championship in St. Louis.

6.2.4 Website Award

Only Michigan District event Website Award winners will be eligible to compete for the Michigan State Championship Website Award.

6.2.5 Woodie Flowers Finalist Award

One Regional WFFA will be selected at the Michigan State Championship, based on the nominations received from all of the Michigan teams. If a team has a mentor who has won the WFFA in a prior year, then that team may resubmit that mentor in the current year, rather than nominating a mentor. A person may not win the WFA more than one time.

6.2.6 Excellence in Design Award Sponsored by Autodesk

All submissions by Michigan teams will be peer judged by students, and one winner from Michigan will be announced at the Michigan State Championship.

6.2.7 Dean's List Award

All Dean's List Award nominations from Michigan teams will be reviewed by a selected panel of Judge Advisors and Judges and 6 Dean's List Award Finalists will be selected across all Michigan Team nominees. These 6 Dean's List Award Finalists will be announced at the Michigan State Championship event. The 6 Dean's List Award Finalists from Michigan will be considered for the *FIRST* Dean's List at the *FIRST* Championship in St. Louis using the essays provided.

SECTION 7: Mandatory Volunteer Sign-Up

7.1 Volunteers Required

Each team must supply two volunteers aged 14 or older, for both days of any event the team attends. Here are two examples:

Team 3 provides Cindy and Sam, both of whom will work all day Friday and Saturday. This satisfies the requirement.

Team 93 provides Lisa and Mel. Lisa can work all day both days, but Mel can only work on Saturday. Team 93 must provide a third volunteer to staff the day Lisa cannot work.

Teams may satisfy their requirements for the season by volunteering for a limited number of spots to set up or break down the field at an event. Teams volunteering to set up must stay until the field set up is complete. Teams volunteering to break down the field must stay until the field is packed in the trailer and the trailer is locked.

If it is too difficult to supply volunteers at an event the team is attending, the team may supply volunteers at an event they are not attending. Volunteers for a given event must remain for the duration of that event. If an event is under-staffed, the Volunteer Coordinator reserves the right to ask the teams participating in the event for additional volunteers.

Volunteers must register through the Volunteer Information Management Systems (VIMS) on the FIRST website found here: <https://my.usfirst.org/vims/logon.lasso?page=logon>

Once registered on VIMS, it is important to email the volunteer names and contact info to the Volunteer Coordinator of each event. This will ensure your team is credited with the volunteers and will also allow the Volunteer Coordinator to make sure the team volunteers are showing up on VIMS. If team volunteers are registered for an event the team is not attending, send the volunteer names and contact info to the Volunteer Coordinators for the both the event the team is attending and the substitute event. The Volunteer Coordinator will be assigning positions in early February.

Here is a list of the Volunteer Coordinators for each event:

Event	Event Date	Volunteer Coordinator	Email
Traverse City	March 4-5	Karen Connick	kcintc@gmail.com
Kettering	March 4-5	Bill Welch	bwelch@gisd.gisd.k12.mi.us
Waterford	March 11-12	Cindy Nader	clnader@comcast.net
West Michigan	March 18-19	Amy Hoppe	amyhoppe@gmail.com
Detroit	March 18-19	Carlos Moore	carlosmoore.fvc@gmail.com
Ann Arbor	March 25-26	Marybeth Damm	damm@umich.edu
Niles	March 25-26	Laura Hollister	slhollister@gmail.com
Livonia	April 1-2	Cindy Nader	clnader@comcast.net
Troy	April 1-2	Margaret Milligan	milliga9@msu.edu
State Championship	April 8-9	Dave Nolff	dnolff@sbcglobal.net

SECTION 8: Resolution of Issues at Events

8.1 Non-Game Related Issues

Please see pit administration for issues NOT related to the game, field or rules. Pit administration will note the problem and your team number, and then see that the right person is found to address your issue.

8.2 Game Related Issues

For competition play related issues, such as a questionable call, a field malfunction, an improper score or even a game rule your team feels was improperly interpreted during either the driver's meeting or during the course of play, the following procedure is to be followed:

The team should contact the Head Referee at the end of the match or as soon as is practical. The decision of the Head Ref will stand for that match and game play will continue. Please refer to FRC Manual Section 7, 7.3.7 Referee Interactions. If either the Head Ref or the *FIRST* Technical Advisor (FTA) believes the issue requires further clarification from *FIRST*, the FTA will place a call to the Director of FRC for final resolution.