The following “Guidelines and Deliverables Agreement” document provides direction for both Veteran and Rookie teams participating in the ***Texas Active Rookie Partnership (TARP) Project*** as they navigate the *FIRST* Robotics Competition season. Please review the official **2019 TARP FAQ** document for additional details.

For the “Pre-Kickoff” and “Build and Competition Season” Plans columns, review each area to determine the rookie team’s status and needs. Provide details on intended actions and activities, including specific notes where possible on approximate meeting dates and/or # of times teams will meet per week, month, etc.

To make the partnership official, the Guidelines and Deliverables Agreement document must be signed and returned to ***FIRST in Texas*** ([info@firstintexas.org](mailto:info@firstintexas.org)) within two weeks of being notified by *FIRST* in Texas that you have been accepted into the program.This is a two-year commitment. At the end of each season, the teams will be surveyed on the guidance and effectiveness of the mentoring team to determine eligibility of award funding.

*NOTE: Mentor teams not meeting expectations will be dropped from the program and will not receive funding. The mentee team will be partnered with another team where possible.*

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| **Tasks** | **Pre-Kickoff Plan** | **Build & Competition Season Plan** |
| **Team Structure** – Provide guidance on team management and organization as Rookie team forms during Fall. | Click or tap here to enter text. | Click or tap here to enter text. |
| **Grants** – Direct team to rookie grant opportunities and provide guidance throughout the application process. | Click or tap here to enter text. | Click or tap here to enter text. |
| **Critical Timeline Process –** Identify & provide clarity for important steps and dates during the year. | Click or tap here to enter text. | Click or tap here to enter text. |
| **Dashboard Task Assistance –** Assist rookie team with any outstanding dashboard tasks, including registration & event selection. | Click or tap here to enter text. | Click or tap here to enter text. |
| **Kit of Parts** – Ensure understanding of KOP timeline and utilization, including Kickoff Kit options, Virtual Kit, FIRST Choice, vouchers, etc. | Click or tap here to enter text. | Click or tap here to enter text. |
| **Training**   * Rules (restrictions & limitations) * Budgeting and Sponsorship * Design, Machining, Manufacturing * Programming, Electronics, etc. * Other Topics as needed | Click or tap here to enter text. | Click or tap here to enter text. |
| **Shop/Equipment –** Provide and support access to team shop/equipment. Advise and identify equipment needs. | Click or tap here to enter text. | Click or tap here to enter text. |
| **Experienced Mentor** – Adult representative will have a priority role in being liaison with rookie team mentor. | Click or tap here to enter text. | Click or tap here to enter text. |
| **Student Mentorship –** Student mentor is assigned and partnered with mentee lead student. | Click or tap here to enter text. | Click or tap here to enter text. |
| **Kickoff** – Advise on kickoff preparation and planning, kit inventory, rules reading, brainstorming, | Click or tap here to enter text. | Click or tap here to enter text. |
| **Robot Design & Build** – Provide guidance on all aspects as needed to ensure Rookie has a functioning robot. | Click or tap here to enter text. | Click or tap here to enter text. |
| **Awards –** Provide guidance to mentee as needed regarding types of awards, deadlines, judging preparation, etc. | Click or tap here to enter text. | Click or tap here to enter text. |
| **Event Prep** – Advise on drive team, equipment packing, pit needs, event schedule, scouting, alliance selections, etc. | Click or tap here to enter text. | Click or tap here to enter text. |
| **Competition Event Support** – Minimum of One mentor will attend a competition event with mentee team to provide guidance as needed. | Click or tap here to enter text. | Click or tap here to enter text. |

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| Veteran Team Representative (Adult Mentor) |  | Veteran Contact Email |  | Rookie Team Representative (Adult Mentor) |  | Rookie Contact Email |
| Click or tap here to enter text. |  | Click or tap here to enter text. |  | Click or tap here to enter text. |  | Click or tap here to enter text. |
| Veteran Team Number & Name |  | Veteran Contact Phone |  | Rookie Team Number & Name |  | Rookie Contact Phone |