

MA FLL Qualifier Hosting Information

FLL in Massachusetts is currently seeking FRC teams who can host an FLL Qualifier for the upcoming season and beyond. FLL in MA continues to grow beyond our ability to add events, and therefore requires us to limit the number of teams who can sign up. Last year and likely this year, **we have had to limit the state to 400 teams**, although the demand is greater.

Currently, most of our FLL qualifiers are hosted by FRC teams (61, 246, 467, 839, 1100, 1289, 1735, 2713) and it's a great way to support the younger students in your community, build confidence and skills in your FRC team members, and raise funds for your FRC team. Read below to see what it takes and contact mafl@wpi.edu with the information requested if you are interested. Take note, we are seeking a minimum of 1-2 new events for THIS YEAR.

We'd need to know ASAP if your team can host so planning and prep can begin. We have a SIGNIFICANT need for events in Eastern MA, where our growth is greatest and we recently lost a large, 48-team event. If we have a lot of demand to host events, teams serving this area will get priority although I don't imagine us really having to turn teams away!

If your team is interested in potentially hosting an FLL qualifying tournament, please review and fill out the form located here:

<http://goo.gl/forms/69qxsWWrkc>

Event Specs

- Must take place sometime between mid-November and mid-December. Championship event is the Saturday before Christmas.
- Must be able to support at least a 24-team event (maximum 48). Obviously the space needs as described below scale in need depending on the size of the event.

- PIT AREA: You will need a 'pit area' for teams (in FLL this means 4-6' of table space and two plugs per team)
- COMPETITION AREA: You will need a competition area for teams which includes at least two table pairs (8' x 8' each), a screen for viewing/posting scores, and seating.
- JUDGING AREA: You will need dedicated space to judge teams during the event. You will need a minimum of 3 spaces with at least 10'x10' open area that can be closed off from public viewing and preferably are quiet (classrooms are perfect).
- Must be able to supply all the necessary volunteers. This includes key positions like Head Referee and Judge Advisor, for which training is provided. These positions and the event manager should be non-high-school students. Judges should also be older than high school (college students and professionals preferred). All other volunteers can be students.
- Must provide the technology needed to run the event. At a minimum, this includes a computer for match scoring (software can be provided), a projector/screen to post scores, and a microphone for MC/ceremonies. Judging does not require any technology, but if you have access to laptops/tablets, judging software can be provided (it makes sending team feedback easier and kills fewer trees).

What MA FLL Provides

- Training of all key volunteers and general support in planning/executing your event.
- Day-of support via phone/text. When possible, we will send experienced event managers/judge advisors/referees to be on-site in case there are questions, but depending on the date of your event this simply isn't always possible as we can have several events on the same day.
- Financial support for first-year expenses IF you commit to at least 3 years of event hosting. This can include purchasing the materials to build competition tables (reused each year) and any other on-time costs

to get the event started. This helps ensure your event can be just as profitable in the first year as it can in future years.

Other Notes

- In most cases, a middle or high school is more than sufficient space to host a qualifier. Typically, the cafeteria is used for pit space, the gym of competition, and classrooms for judging.
- MA FLL handles all registration for your event through the FLL registration site. However, all event payments are made directly to you, the event, so you will need to setup a process to accept advance payments.
- Each team is charged \$75 to participate in the event (and we can basically guarantee a full event). All this goes directly to the event host. Typical costs to host an event include janitorial, trophies, and field sets (if you cannot borrow them, we do our best to minimize the cost on this). Low cost trophies are available through FLL, or your team can choose to go custom-designed provided the required awards are given out.
- Hosts are free to sell food/drink items for additional fundraising. Other items may be sold (t-shirts, etc) if pre-approved by MA FLL.
- This will be an official FLL event for MA, so you must be able to meet minimum quality standards to ensure a fair and positive experience for teams. In FLL, teams can only attend ONE event, so we need to make it great!