

Overview:

To request *FIRST* Mid-Atlantic support for a 2026 off-season event, please review the **Protocol for the Use of FMA Equipment**, fill out the attached **2026 Request for Use of Off-Season Equipment** form and email it to the below Key Personnel. *Please note: requests will only be accepted from an MER.*

Key Personnel Contacts:

MAR Executive Director: Frank Farrell ffarrell@midatlanticrobotics.org

FMA FRC Program Committee Chair: Brian Sherman bsherman@midatlanticrobotics.org

FMA FTA Coordinator: Kevin Dieterle kdieterle@midatlanticrobotics.org

Field Transportation & Delivery:

The off-season package is provided in three (3) 16'x8' PODS containers. The Local Event Committee (LEC) shall secure a site (4-5 standard parking spaces) for PODS placement, provide a diagram of the location of the site in relation to nearby roads, and provide a phone contact for any delivery issues. PODS containers must be accommodated for a minimum of two days before and two days following the event date.

Provided Equipment:

FIRST Mid-Atlantic-owned Field Perimeter; field carpet; pipe & drape ensemble; Tool Case; *FIRST*-owned Field Management System electronics; Game Specific Cases; & Game Pieces. *Please note that FIRST Mid-Atlantic does not provide floor covering, signage, projector/screen, or a power distribution system for pits to off-season events. Any damaged field elements or game pieces must be reported by the FTA or Event Coordinator to FIRST Mid-Atlantic key personnel above. The LEC may be responsible for any costs associated with loss or damage.*

Required Event Personnel:

FIRST Mid-Atlantic wants to ensure that all events are successful for not only the hosts and attending teams, but also for the attending volunteer crews. For the 2026 season, (1) FTA & (1) MER are required to be present during set up, running the event, and at tear down. The above personnel cannot be the same person.

FIRST Mid-Atlantic FTAs	FIRST Mid-Atlantic Equipment Representatives (MERs) ¹		
Kevin Dieterle Garrett Dicken Kyle Flynn Rich Gerdes Jenna Mollica Mike Troy	Nick Acosta Kara Bakowski Chris Banziger Garrett Dicken Kevin Dieterle Trey Entwistle Josh Falk	Rich Gerdes Ali Marinari Mike Massa Jenna Mollica Chris Morgan Debbie Musselman	Charlie Randall Brian Sherman Cooper Smith Eliza Sweet Mike Troy Eric Zygmunt

Contact information for the individuals listed above are not provided for privacy reasons. Please contact any of the above key personnel for inquiries.

¹MERs have gained experience with the *Rebuilt* field setup and teardown at multiple 2026 FMA events and are familiar with *FIRST* Mid-Atlantic's assets participating in multiple FMA events and organization sessions in the past 3 seasons. The list is reviewed annually by the FRC Program Committee for new and sustaining MERs.

Field Consumables:

Field consumables are provided by FMA in an effort to ensure consistency between events. Any remaining consumables shall be returned to the PODS and shipped to the next event.

Gaffers Tape: 2" & 3" Black, 2" White, 2" Red, 2" Blue

Cable Ties: 8" 18 lbs Electrical, 14" & 15" 50 lbs & 120 lbs heavy duty

Vinyl Floor Tape for queuing: Red, Blue, Caution

Field Power Requirements

The 2026 field **REQUIRES** two 20 AMP circuits, preferably without GFCI. Additional equipment such as DJ, projectors, etc. will require additional circuits in the event location. Questions on power requirements can be sent to Kevin Dieterle.

Field Use Costs & Submission Procedure

The **Protocol for the Use of FMA Equipment** includes a fee for any event that charges teams attending the event greater than \$100. The 2026 Field Use cost is \$1375 which includes PODS transportation & Field Consumables listed on the first page.

Email the attached **Request for Use of Off-Season Equipment** form to the Brian Sherman (contact on first page). After approval from the FRC Program Committee, the Committee Chair will sign the form and send it to the Treasurer. The Treasurer will send an invoice with instructions for payment to the event MER.



Request for Use of 2026 Event Shipment for an Off-Season FRC Event

Event Name

Event Date

Host Team

Venue Name

Venue Address

MER

Phone

Email

Site Contact (for Delivery)

Phone

Invoice Information *(if different from above)*

Billing Organization

Billing Address

Billing Contact

Phone

Billing Email

Event Outline

Attach Event Outline with this Form for any event that is not a traditional FRC Off-Season Event

Identify the following no later than 3 weeks prior to your event date.

Event FTA

Responsibility for Compliance. As FMA Equipment Representative (MER) of the Off-Season Event described above, I have read and understood this Guideline and the **Protocol for the Use of FMA-owned and FIRST-loaned Competition Field Equipment** and accept responsibility for compliance with its requirements.

Signature of MER

Date

Accepted on behalf of Mid-Atlantic Robotics. Approval of the Event Shipment Loan shall be signed by the Chair, Program Committee.

Name

Signature

Date

Please scan and email the signed document Brian Sherman