Detailed Calendar

April & May	**FIRST:** Beginning of FRC registrations
	Fundraising: Searching for new sponsors and interaction with current sponsors about the season. Working with outreach team for preparing projects.
	Applications: Building up the applications questions regarding to the past season, updating the website and opening the applications for both new members and mentors.
	Orientation: Starting to teach the new members in the way of team curriculums. Organizing ice breaking activities (such as film and game nights) with the whole team in order to introduce the old and new members.
	Outreach: Finalizing the last years' projects and writing conclusion reports. Thinking about new ideas about social responsibility projects and writing their project reports.
	Team Strategy: Reorganize the team presentation documents.
June & July & August	**Applications:** Closing the application period for both members and mentors. Complete the applications in *FIRST* Dashboard
	FIRST: Having debate sessions given by team mentors, alumni to the new members about the *FIRST* core values, *FIRST* competitions, STEM, FRC history, awards, community and the build season.
	Recruitment: Studying the curriculums and preparing final projects about the department. Finishing the trainings and getting ready for the competition season.
	Fundraising: Having sponsorship interviews with last previous months' contacted corporations. Starting website sales according to the outreach projects. Writing income/outcome documents from last year and plan next year's budget for each department.
	Outreach: Networking about the planned projects, preparing online educations and activities for different communities.
	Workshop: Signing / updating the annual agreement for the workshop.
	Media: Increasing the impact of the team by media activities and advertisements.
	Design: Preparing merge designs for the season.
September &October	**Applications:** Opening the applications for experienced new members.
	Sponsorship: Contacting with current sponsors about the registration fee and department requirement checklists.
	Budgeting: Calculating new year's incomes and taking actions about the needs.
November &December	***FIRST***: FRC Registration Payment Deadline, Chairman's Award, Dean's List Award, and Woodie Flowers Award applications opens. Starting of *FIRST* Choice rounds.
	Applications: Closing the applications
	Team interaction: Making sure about team interaction and clearing up the problems.
	Workshop: Organize the workshop and supply the requirements.
	Management: Planning the season with the distribution of duties. Writing progress reports weekly for all departments.
January	***FIRST***: Kick-off Date. Receiving the Kit of Parts and transport it to the workshop.
	Team party: Organizing a team party one day before the kick-off to meet the members face to face and increase motivation.
	Team meeting: Having a meeting with the participation of all members and mentors one day after the kick-off. Forming the strategy for the current year's game. First tasks and drawings for the systems.
	Management: Writing progress reports daily for all departments.
	Procurement of materials: Communicating with sponsors or relevant companies about the material needs of mechanic and electronics departments.
February	***FIRST***: Chairman's Award, Dean's List Award, and Woodie Flowers Award Submission Deadline.
	Management: Writing progress reports daily for all departments.
	Cyber Marathon: Organizing new year's competitive programmer contest Traditional Cyber Marathon.
March	***FIRST***: Competition Date
	Inventory: Creating the season's document and material inventory.
	Team Strategy: Writing the last year's lessons learned paragraphs and season analysis.