Hello Future City Educators:
Yes, it is almost that time and I know you are have worked so hard with students in the midst of closings and delays!! We can't say how much we appreciate your time, effort, and guidance of your teams.

For those educators who registered but could not fully complete the project with your teams; please consider attending as our guests (see schedule at www.etcs.ipfw.edu/fcc under Regional Competition) and see the 2014 city displays. We hope you will register and fully participate next year!!

Here are 10 reminders and notes for those attending tomorrow:

1). Walb Map/Schedule: Check the Walb layout and new schedule with cities inserted now on the Indiana website: www.etcs.ipfw.edu/fcc

Please note that times are approximate as sometimes judging sessions run a bit late or early. Notify any family observers of this.

2) FORMS NEEDED WHEN YOU CHECK IN AT THE REGISTRATION TABLE:
   a. Expense Form (possible 15 pt. deduction if missing): Form is in the Program Handbook, pages 41,42. Receipts for any purchased items must be attached. (possible 5 pt deduction if missing receipts). Please follow instructions provided. Also found at http://futurecity.org/forms
   b. Honor Statement (possible 2 pt. deduction if missing) SIGNED BY EACH STUDENT, TEACHER, MENTOR, located in the Program Handbook, page 48. Also found at http://futurecity.org/forms
   c. IPFW Media Consent Forms for each participant: We do not use the national form. Please use the IPFW Media Consent and Release Form found at Indiana website under Regional competition: http://www.etcs.ipfw.edu/fcc
   d. Model ID card on your model visible to judges: (possible 1-5 pt. deductions) 4 X 6 card must include: future city name, organization name, team members’ names (3 students, teacher, mentor), and scale used.
   e. Legal Name Form: Please make sure the names on the form match the photo ID the person would be using if your team wins and they travel to National Finals.

3). MEASURE YOUR MODEL EXACTLY AND ALSO YOUR VISUAL AIDS. This information was included in your Program Handbook and was also included in the Indiana orientation power point sent to each team and shown/distributed at the workshop and orientation session.

We do measure! The winning team’s model and visual aids will be measured at National Future City Finals also. Since tape measures are sometimes not all alike, you may want to be a bit under the required size for the model to play it safe. Check Items that your team has put on the model to make sure your model or any items hanging off, bulging out, sticking up, or located anywhere are included in the measurement. Your team may need to trim, file, or adjust if found over size so be prepared if you have not been measuring during the building process. Any mechanical item or battery used for the purpose of the moving part(s) must be within the model measurements; cannot be located outside the parameters of the model.

   a. Model size: 20” (H) X 50” (L) X 25” (W). (possible 15 pt. deduction)
   b. Presentation Visual Aids may consist of: (possible 15 pt. deduction)
      A single display not exceeding 60” (W) X 36” (H)
   Or
      Two displays not exceeding 30” (W) X 36” (H) each (size does not include the easel stand which we provide in the room but not at your display table)

You may have multiple posters stacked on the easel to display when needed during the presentation or you may use a flip chart book also. As long as the item can fit on an easel and is within the size limits you are ok.

NEW THIS YEAR: NOT VISUAL AIDS AT DISPLAY TABLE. There will not be space for your team to put up their visual aids by their display table in Walb. We need to use easels this year to put up team signs next to the tables and that will take up the space. The most important place for visual aids to be shown is in the presentation. If you need to show something to a special award judge for some reason, you will need to have a team member hold it up to explain.

4) NEW: TEAM MUST SET UP MODEL AND OTHER ITEMS: The team is expected to set up their own model and visual aids and get the moving part going. Educators and mentors should allow them to do this rather then doing it for them. It is expected that they know how to get it all going if a moving part uses some type of control/start system.

5) Please note the Indiana Special Awards your team(s) can receive and their criteria in the list located on the Indiana FC website under Indiana Regional Information. NOTE WE DO NOT GIVE OUT THE EXACT SAME AWARDS AS THE NATIONAL FC AWARDS LISTED IN THE PROGRAM BOOKLET. Please remind your teams not to do their 7 minute presentation to special award judges visiting their display in the Ballroom. They should answer the questions the special award judges ask and point out anything on their model pertaining to that particular special award (ex: Ft Wayne Parks and Recreation is only looking at the parks and recreational items on the model or within the city)
6) Discuss Winning the Regional with your School and/or parents and mentor: Please make sure you discuss whether you could attend National Future City Finals with the parents of team members and your school if you feel you may be in the running to win the regional competition. Carol is required to submit the name of the regional winner and the team members on the Sunday after the event so you won’t have time to go home and discuss this afterward. The travel expenses are covered for the official 3 person team, teacher, and mentor (air fare, rooms, and some of the meals). Mentors CANNOT be other teachers according to national rules. An additional $800 is provided by Indiana Michigan Power for the meals not offered by National Future City for the presenting team members, educator, mentor. Other team members or tourism is at the expense of the team.

7) Point deductions: To see the full list of possible point deductions, please see page 52 of the Program Guide.

8) Cash Awards: 2 national awards include plaques and also $150 to the school We will need a w-9 from your school or school system to process the paperwork should your team(s) win one of those two awards. The awards are the Most Holistic Award and the Land Surveying award. See criteria on the Special Award Sheet.

Indiana Michigan Power is also once again rewarding your participation with a cash award that can go directly to the teacher or to the school. Cash award amounts vary depending on the number of students you are working with on the project. Choose an option below...go to the Indiana FC website and print the appropriate form and bring it to submit at registration.

Option A: You would like the check written to you directly. Complete the payee certification located at the Indiana FC website under Regional Competition Information. This option requires you to submit your social security number and the amount given is submitted as income to government per 1099 regulations.

(http://www.etcs.ipfw.edu/fcc/help/Competition%20info.php)

OR

Option B: You would like the check written to your school. Complete the W-9 located at the Indiana FC website under Regional Competition Information (see above link). If you are in a school system, this will most likely be the school system’s W-9.

To ensure receiving award money quickly, bring these forms to the competition and give them to Becky Notestine, Outreach Administrative Assistant, at the registration table.

9) Limited space in the presenting rooms. This year we are no longer using the rooms off the ballroom (veterans are used to those rooms) as the wall has been taken down and it is one large space. We have moved our judge/headquarters in that location. We are using the usual 2 rooms on the second floor (222, 226) which each have seating for about 23 people in the audience. The rooms on the lower level (G21 and G08) are larger and have more seating for about 30+. Priority for seats in presenting rooms must go the presenting team’s other team mates, educator, and mentor. School officials also have priority. Family members or other school visitors must allow those individuals in first and then the seats left may be used for other observers. No other school or observers allowed who are not associated with the team.

10) HAVE FUN AND ENJOY THE FINAL RESULTS OF ALL YOUR TEAM(S) WORK!! We started with 32 teams and 25 (so far) are planning on making it to the "finish line". In our book, you are all winners for completing this comprehensive educational project!

We are looking forward to seeing all of you and your cities tomorrow and we wish you safe travel to IPFW and the best of luck in your final preparations. Please contact Carol for any questions or concerns.

Your Future City Steering Committee Members:

Carol Dostal, Indiana Future City Coordinator
Bruce Franke, SimCity Judge Coordinator and Co-Special Awards Coordinator
Dawn Ritchie, Preliminary & Finals Judge Coordinator
Rick Slayback, Mentor Coordinator and Co-Special Awards Coordinator
LaTheresa King, Essay and Narrative Judge Coordinator
Robin Hullinger, Education Advisor and Lead Score Keeper
Jenny Young, Education Advisor and Assist. Score Keeper
Caryl Spiral, Media Coordinator, ETCS Outreach Program Assistant
Becky Notestine, Registration/Hospitality Coordinator, ETCS Outreach Administrative Assist.

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