

FOR COUNCIL MEETING
February 8, 2011

Honorable Mayor and Members
of the City Council
City Hall
Torrance, California

Members of the City Council:

SUBJECT: Community Services – Approve a Torrance Youth Council donation to the Torrance TorBots Robotics Team.

Expenditure: \$2,000

RECOMMENDATION

Recommendation of the Torrance Youth Council and the Community Services Director that City Council appropriate \$2,000 from the Youth Council Donation Account for a grant to the TorBots Robotics Team.

FUNDING

Funding is available in the Youth Council Donation Account.

BACKGROUND

The Torrance Youth Council raises funds to promote youth activities within the City of Torrance. These funds are placed in a donation account from which the Torrance Youth Council makes recommendations on how to spend the money.

The Torrance Youth Council Grant Program was created with one of its purposes to evaluate and make recommendations on providing grants to Torrance-based youth organizations that assist with providing programs, events, or services to youth in the community.

Groups interested in a grant must complete and submit a Grant Application in writing and meet criteria therein. Grants are reviewed by the Torrance Youth Council, and if approved, are recommended for funding. Grants are considered several times a year and have been given in various amounts. After the Grant recipient's project is complete, the organization provides a report pertaining to the program and how the grant funds were expended.

ANALYSIS

The Torrance TorBots Robotics Team submitted a grant application to the Youth Council at their October 20, 2010, meeting, requesting a grant for \$2,000. The Team consists of a student-run executive board, a faculty advisor from South High School, and several professional engineers who serve as mentors. The Torrance TorBots Robotics Team was established in 2002 and is open to any and all high school-aged students who reside in the City of Torrance.

The Torrance TorBots Robotics team has a current membership of twenty students including freshmen through seniors, who attend Torrance, West, North and South High Schools. A Torrance Youth Council Grant Application was received from the Torrance TorBots Robotics Team indicating that the requested \$2,000 in grant funds would help offset the total costs of their robotics projects in January and February, 2011.

At their meeting on October 20, 2010, the Torrance Youth Council voted 13 in favor, 3 abstained, and 2 absent, to recommend that a grant of \$2,000 be provided to the TorBots Robotics Team. The TYC believe this grant is a worthy project that benefits students interested in engineering and science.

Respectfully submitted,

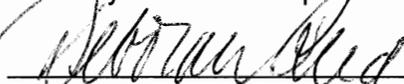
TORRANCE YOUTH COUNCIL

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Andy Tsou, Chair

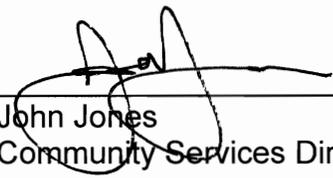
JOHN JONES
Community Services Department

By



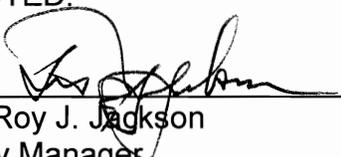
Debbie Reed, Sr. Recreation Supervisor
Staff Liaison to the Torrance Youth Council

CONCUR:



John Jones
Community Services Director

NOTED:



LeRoy J. Jackson
City Manager

- Attachments: A) Youth Council Grant Program Information
B) TorBots Robotics Team Youth Council Grant Application
C) Excerpt from 10/20/10 Torrance Youth Council meeting minutes

ATTACHMENT A

Youth Council Grant Program Information

Torrance Youth Council Grant Application and Guidelines

Background of the Torrance Youth Council

The Torrance Youth Council is an advisory board to the City Council on matters pertaining to youth in Torrance. Torrance Youth Council is comprised of two members representing each of the Torrance high schools, the California Academy of Math and Science, Bishop Montgomery, El Camino College and two members at large. Youth Council meets on the first and third Wednesday of each month and all meetings are open to the public. The Youth Council encourages visitors that wish to address them, on any items related to youth in the City of Torrance, to come to their meetings.

The Youth Council holds several major fund-raisers throughout the year. Which enables them to donate money, in the form of grants to programs and agencies that educate, support and enrich the lives of the youth in Torrance?

Deadlines and Procedures

Grant proposals must be in writing using the application provided in the Youth Council grant application; the application must be completed in full. Written grant applications must be received by the Youth Council before the end of the month, in order to be considered at the following meeting of the next month. Those submitting proposals accepted for review will be invited to give a grant presentation, not to exceed 15 minutes in delivery, to the Youth Council at the second meeting of the month following the receipt of the written grant application. For example, an approved written grant request received in January will be presented to Youth Council on the third Wednesday, of February, at 7:00 p.m. unfortunately, due to processing it can take up to three months before you may receive your check from the Youth Council, please plan accordingly.

Fields of Interest

The Youth Council is committed to assisting programs and agencies in the City of Torrance that serve and enrich the lives of Torrance Youth through education, the arts, health care, athletics, scholarships, and volunteerism. The grants are based on events that are Community wide; no individual grants are awarded.

Torrance Youth Council Grant Application

Please complete the following application form and required attachments, and return them to the city of Torrance Community Services Department; 3031 Torrance Blvd. Torrance CA 90503, attn.: Deborah Reed by the deadline stated in the guidelines. Please print or type your responses in the space provided. If you have any questions please call Deborah at (310) 618-2949.

Organization: _____

Executive Director or Board Chair/President: _____

Project Contact: _____

Address: _____

Telephone: _____ Fax: _____ E-Mail: _____

Total Project/Program Budget: \$ _____ Grant Request \$ _____

Duration of Proposed Project: ___ months, starting in _____ and ending in _____

Does this program serve only Torrance residents? yes no, if no please attach a detailed description of all the program participants and the cities they live in.

Please describe briefly your proposed project's purpose and goals, including an overview of your staff, participants, location, funding, and the project's activities. Please confine your response to the box below.

Signature of Executive Director or Board Chair/President

- 1. Briefly describe the history and expertise of your agency or program.**
When did you incorporate, or when were you founded? What does your agency do? What is the composition of your staff and board? Who have you traditionally serviced or targeted?

- 2. What members of the Torrance community does your program impact, both directly and indirectly.** What are the age groups, from what area of Torrance, in what economic background? Please include this information for both participants and volunteers.

- 3. What are the specific needs or problems in the community that you are trying to solve through your proposed project?** How do the youth you are serving attribute to the need or problem you are looking to solve? Identify the methods you will use to assess your success. What will your target population have gained through your project.

- 4. Describe what steps must be taken, outside of applying for this grant to execute this project.** Hiring of staff, getting volunteers, securing a location, purchasing materials, etc. Will you work with other organizations? Who are they and what is their role? Please include a time line if it better illustrates your plan.

5. **How do you plan to evaluate the progress and success of your project?** This might include reaching a designated number of people, written feedback from program participants, pre-and post-tests, or other evaluation instruments.

6. **If your project costs more than you are requesting in this grant, how do you plan to pay for the remainder?** What steps have you already taken to get additional funds or in-kind support, and how successful have you been?

7. **If you plan to continue this project beyond the period for which you have requested funds, how do you plan to continue paying for it?**

8. **(Optional) If you feel that there are important aspects of your project that we have failed to ask you about, please include them here.**

Torrance Youth Council Grant Application

Please complete the following application form and required attachments, and return them to the city of Torrance Community Services Department; 3031 Torrance Blvd. Torrance CA 90503, attn.: Deborah Reed by the deadline stated in the guidelines. Please print or type your responses in the space provided. If you have any questions please call Deborah at (310) 618-2949.

Organization: TorBots Robotics Team 1197

Executive Director or Board Chair/President: Joe Loughboro

Project Contact: Megan Moylan

Address: 5209 Paseo de Pablo

Telephone: (310) 922-7814 Fax: n/a E-Mail: megan.k.moylan@gmail.com

Total Project/Program Budget: \$ 28,000 Grant Request \$ 2,000

Duration of Proposed Project: 1 1/2 months, starting in January and ending in February

Does this program serve only Torrance residents? yes no, if no please attach a detailed description of all the program participants and the cities they live in.

Please describe briefly your proposed project's purpose and goals, including an overview of your staff, participants, location, funding, and the project's activities. Please confine your response to the box below.

The main objective of the TorBots Robotics team is to promote real world applications of engineering that can not be taught in the classroom. The TorBots Robotics team is open to all high school students in the City of Torrance. Its participants are responsible for the construction of a robot that will compete in the FIRST Robotics Competition (FRC) each year. Its leadership is made up of an entirely student-run executive board along with a South High School faculty advisor and several mentors (professional engineers). TorBots work and operates in the Old South High Auto Shop. Funding, which is done by students, is entirely derived from corporate and non-profit sponsors and is administered as a South High School club by the South High ASB. TorBots builds a robot in six weeks and participates in two FRC regional.

Signature of Executive Director or Board Chair/President

Joe Loughboro



- 1. Briefly describe the history and expertise of your agency or program.**
 When did you incorporate, or when were you founded? What does your agency do?
 What is the composition of your staff and board? Who have you traditionally
 serviced or targeted?

Team 1197 was originally founded in 2002, as "South High School Robotics" with only eight members when it entered the FIRST Robotics Competition. However, interest in the team grew and in 2006 TorBots extended its membership, allowing all high school students from Torrance with an interest in robotics and project management to take part in the experience. Currently, TorBots is led by executive board, headed by president, Jacqueline Borning, and vice president, Joe Loughboro. All sections are student-run and include engineering, fundraising, recruitment, and community outreach.

- 2. What members of the Torrance community does your program impact, both directly and indirectly. What are the age groups, from what area of Torrance, in what economic background? Please include this information for both participants and volunteers.**

The participants of the TorBots Robotics Team are all high school students in the City of Torrance. The team is open to all members of the Torrance community, regardless of economic background. A majority of the students reside in the South Torrance area, while the remainder of the team is comprised of North High School, Torrance High School, and West High School students. TorBots is also enriched by the support of several businesses in Torrance, including Southern California Edison, ExxonMobil, and MOOG Aircraft Group. In the future, TorBots seeks to reach out to the younger Torrance population through the establishment of middle school robotics teams, which will hopefully participate in the FIRST Lego League.

3. **What are the specific needs or problems in the community that you are trying to solve through your proposed project? How do the youth you are serving attribute to the need or problem you are looking to solve? Identify the methods you will use to assess your success. What will your target population have gained through your project.**

For high school students, there is no way to experience real world engineering first hand. Consequently, many students who leave high school with the intent of entering the engineering field do not truly understand what that entails. TorBots seeks to remedy this problem by exposing students to not only hands-on engineering, but also to professional engineers whose sole involvement with the team is to mentor and teach a strong group of aspiring engineers. TorBots is also the only FIRST Robotics team that serves residents of the City of Torrance, although one of the team's long-term goals is to launch individual robotics teams at each of the four high schools. In addition, some of the corporate sponsors find great benefit in investing in their future workforce in the areas of math, science, engineering, and technology.

4. **Describe what steps must be taken, outside of applying for this grant to execute this project. Hiring of staff, getting volunteers, securing a location, purchasing materials, etc. Will you work with other organizations? Who are they and what is their role? Please include a time line if it better illustrates your plan.**

The TorBots program requires that several steps must be taken, although the infrastructure is already in place. The build season starts in January, but a great deal of preparation must be done prior to this date. Among the necessary components are the acquisition of funding and finding a suitable location in which to work. Mentors and other volunteers will have to be recruited, although almost all past mentors continue to assist the program. Purchase of new and replacement equipment and build materials, such as tools and consumables (metal, hardware etc.), is needed as well. Once the season begins, the team will start to work immediately, working every day for 45 days, some members dedicating as many as 40 hours per week.

5. How do you plan to evaluate the progress and success of your project? This might include reaching a designated number of people, written feedback from program participants, pre-and post-tests, or other evaluation instruments.

Assessment of TorBots' success is inherently built into the program. As a competition-based program, TorBots' achievement depends on success in the FIRST Robotics Competition. In 2009, TorBots placed second in the Las Vegas Regional Competition. Last year TorBots was a semi-finalist in the Los Angeles Regional and won the Xerox Creativity Award. Aside from success in the competition itself, the team strives to maintain a high membership. Perhaps even more important, however, is the retention rate of its members. Most, if not all, TorBots participants remain on the team throughout their high school career. In fact, many members will say that it was the best activity they were involved with during high school.

6. If your project costs more than you are requesting in this grant, how do you plan to pay for the remainder? What steps have you already taken to get additional funds or in-kind support, and how successful have you been?

TorBots has mobilized its fundraising efforts by appealing to corporate, non-profit, and individual sponsors. Corporations, such as Moog, Boeing, Northrop - Grumman, and Raytheon, have recognized the value of TorBots as a key component in enriching the areas of math and science. Running a successful FIRST Robotics program requires a bare minimum of \$25,000 and more realistically \$28,000. For the 2010-2011 competition season, the team has a total budget of about \$28,000 in corporate pledges. With additional funding, however, TorBots, and by association the City of Torrance, can have an award-winning robotics team.

7. If you plan to continue this project beyond the period for which you have requested funds, how do you plan to continue paying for it?

The TorBots program is solely funded by donations and sponsorship, and will continue its fundraising efforts on an ongoing basis.

8. (Optional) If you feel that there are important aspects of your project that we have failed to ask you about, please include them here.

In addition to promoting the principals of FIRST in aspects of: creativity, design, and engineering, TorBots lives by the organization's motto of "Gracious Professionalism". During competitions, teams associate with two other teams to compete against three. The make-up of these alliances changes rapidly. With this FIRST empowers students to work in teams and become collaborators with potentially competing teams by sharing ideas, materials, and a winning spirit. FIRST instills in all participants a desire to help and teaches that a team spirit has the power to benefit all.

Proposed Project Budget

Where possible, please provide a brief description or justification of line item. Budget should include only costs attributed directly to the proposed project. Use the blank lines to show types of expenses not printed on the form.

ITEM	Requested Amount (A)	In-Kind (from agency) (B)	\$ from other Funders (C)	Total Budget (A+B+C)
PERSONNEL/SALARIES (Board) (List title and % time on project)				
President (100%)	N/A	N/A	N/A	N/A
Chief Engineer (100%)	N/A	N/A	N/A	N/A
Director of Finance (75%)	N/A	N/A	N/A	N/A
Director of Public Relations (75%)	N/A	N/A	N/A	N/A
Subtotal, Personnel				\$0.00
Benefits (___% of personnel)				\$0.00
Total, Personnel				\$0.00
PROGRAM EXPENSES				
Consultants (Mentors) (List below and indicate number of hours):				
Bruce Johi (100+)	N/A	N/A	N/A	N/A
Zoltan Lazlo (100+)	N/A	N/A	N/A	N/A
Jasen Onoda (100+)	N/A	N/A	N/A	N/A
Office Supplies	N/A	\$1,000	N/A	\$1,000
Printing/Duplicating	N/A	\$200	\$800	\$1,000
Mailing/Postage/Delivery ^{Robot}	N/A	\$700	\$300	\$1,000
Materials Purchase ^{building & prototyping robots} (Educational, etc.)	\$2,000	\$2,000	\$5,000	\$9,000
Registration for competitions	N/A	N/A	\$10,000	\$10,000
Telephone	N/A	N/A	N/A	N/A
Rent	N/A	N/A	N/A	N/A
Local Travel (___ miles x ___ c)	N/A	N/A	N/A	N/A
Emergency funds	N/A	N/A	\$6,000	\$6,000
Subtotal, Program expense				\$28,000
TOTAL EXPENSE (Program + Personnel)				\$28,000

DR:mpythcounc2005\proposedprojectbudget

EXCERPT OF MINUTES

- Minutes Approved
 Minutes Subject to Approval

October 20, 2010

**MINUTES OF A REGULAR MEETING
OF THE TORRANCE YOUTH COUNCIL**

2. ROLL CALL/MOTIONS FOR EXCUSED ABSENCE

PRESENT: Lea Atienza, Jacqueline Bornino, , Diana Im, Tony Joo,
 Jason Kim, Minji Kim, Adrian Kimmok, Phoebe Lu, Frank Masi,
 Tiffany Tran, Serena Tsay, Andy Tsou, Brendon Villalobos,
 ,Candace Wu, Anthony Xian, Matthew Yu

ABSENT: Nicole Cristy, Peter Vo

12) GRANT REQUEST - Torrance Tor-Bots Robotics Team

Joe Loughnboro and Megan Moylan from Torrance Robotics Team presented their grant request to the Youth Council. They talked about the robotics Team, and the various Chapters and some of there events, one, they went to Hickory Elementary School and helped build robots and spread information on science and technology.

MOTION: Brendon Villalobos, to accept the grant request to the Torrance Robotics Team in the amount of \$2,000. Tony Joo seconded. The motion carried with 13 votes for and three abstentions.