

# Academy of Model Aeronautics

5161 East Memorial Drive  
Muncie, Indiana 47302  
(765) 287-1256 – Business  
(765) 289-4248 – Fax  
(800) 435-9262 – Membership Services  
<http://www.modelaircraft.org>



## TAKE-OFF AND GROW PROGRAM REQUIREMENTS AND GUIDELINES

The purpose of this document is to provide some assistance in your preparations for your TAG opening day and follow-on training program.

The following list is divided into two sections. The “required elements” section contains items that **must** be accomplished at some point during the TAG opening day activities or after the follow-on RC training program. The “things to consider” section contains items that may or may not be accomplished or used depending on your club’s capabilities.

### Required Elements

Event Director – Assign an event director who will run the event. Event Director needs to have a list of duties of all club members for the opening day.

Ground Safety Inspection – Perform a ground safety inspection of the flying site to ensure safety of club members, participants, and the general public.

Safety Brief – Perform a briefing for the TAG participants to include pit safety, flight safety and club rules.

Aircraft Preflight – Brief participants on how to conduct an aircraft preflight check.

Simulator Time – Provide supervised simulator training for the participants prior to their buddy box time. **(RC ONLY)**

Buddy Box Time – Provide buddy box time under the supervision of a qualified introductory pilot. **(RC ONLY)**

Reporting –

Opening Day Report – Include number of participants, estimated number of spectators, number of new club members, and observations of opening day success. Please note that this report is due within 30 days of the completion of opening day.

Radio Control Training Program Final Report – Include number of trainees acquired from TAG opening day, training program duration, number of graduates, number of dropouts, reason for dropouts. Please note that this report is due within 30 days of the completion of the training program.

## **THINGS TO CONSIDER**

### **Handouts**

[AMA Introductory Pilot Program](http://www.modelaircraft.org/files/917.pdf) – <http://www.modelaircraft.org/files/917.pdf>

[What is AMA?](http://www.modelaircraft.org/files/102.pdf) – <http://www.modelaircraft.org/files/102.pdf>

[AMA Benefits](http://www.modelaircraft.org/files/103.pdf) – <http://www.modelaircraft.org/files/103.pdf>

[About Flying Models](http://www.modelaircraft.org/files/705.pdf) - <http://www.modelaircraft.org/files/705.pdf>

[FPG-9 Instructions](http://www.modelaircraft.org/education/fpg-9.aspx) - <http://www.modelaircraft.org/education/fpg-9.aspx>

Photo Release forms – Available on AMA Web site

TAG Coded AMA Membership applications – 50 copies of this handout provided by AMA.

Flyer containing your club meeting date and location – Make available to participants and spectators.

Past issues of modeling magazines – Do you have them available to offer to participants and spectators?

Organizational chart – Helps others to better understand the workings of your club and of the AMA. Make available to participants and spectators.

### **Family Activities**

Try to have a little something for everyone: kids, moms, etc.

Free Flight contests – cheap hand-launched gliders. Contest winners could possibly win family club membership.

Kites – Possible alternate family activity.

Rockets – Possible alternate family activity.

Air Show – Do you have an air show team in your local area?

Static Display – Can your club provide a display of different types of aircraft, staffed by people who can answer questions?

## **Public Relations**

Radio, TV, billboards, newspaper, and Internet

Public Address System – Do you have access to a public address system to keep everyone informed? Do you have a master of ceremonies to keep things rolling along?

Signage – Do you have adequate signage? The AMA might be able to help with banners, signs, etc. Contact us early if you need a standard banner.

## **Other Ideas**

Club membership applications – Have plenty on hand. (Maybe coded for TAG event.)

Concessions – Do you have adequate facilities for providing food and beverages?

Restrooms – Do you have adequate restroom facilities for your expected turnout?

Parking and parking management – Needs to be efficient, but most of all safe.

Shade – Need to have as much as you can manage.