Checklist for Adult Sponsor (1)

This completed form is required for ALL projects.

To be completed by the Adult Sponsor in collaboration with the student researcher(s): Student's Name(s): Project Title: _ 1) \(\square\) I have reviewed the Intel ISEF Rules and Guidelines. 2) I have reviewed the student's completed Student Checklist (1A) and Research Plan. 3) \(\Boxed{1}\) I have worked with the student and we have discussed the possible risks involved in the project. 4) The project involves one or more of the following and requires prior approval by an SRC, IRB, IACUC or IBC: ☐ Humans Potentially Hazardous Biological Agents □ Vertebrate Animals ☐ Microorganisms ☐ rDNA ☐ Tissues 5) Items to be completed for **ALL PROJECTS** ☐ Adult Sponsor Checklist (1) ☐ Research Plan ☐ Approval Form (1B) ☐ Student Checklist (1A) ☐ Regulated Research Institutional/Industrial Setting Form (1C) (when applicable after completed experiment) Continuation/Research Progression Form (7) (when applicable) 6) Additional forms required if the project includes the use of one or more of the following (check all that ☐ **Humans** (Requires prior approval by an Institutional Review Board (IRB); see full text of the rules.) ☐ Human Participants Form (4) or appropriate Institutional IRB documentation ☐ Sample of Informed Consent Form (when applicable and/or required by the IRB) ☐ Qualified Scientist Form (2) (when applicable and/or required by the IRB) ☐ **Vertebrate Animals** (Requires prior approval, see full text of the rules.) ☐ Vertebrate Animal Form (5A)—for projects conducted in a school/home/field research site (SRC prior approval required.) ☐ Vertebrate Animal Form (5B)—for projects conducted at a Regulated Research Institution. (Institutional Animal Care and Use Committee (IACUC) approval required prior experimentation.) ☐ Qualified Scientist Form (2) (Required for all vertebrate animal projects at a regulated research site or when applicable) ☐ Potentially Hazardous Biological Agents (Requires prior approval by SRC, IACUC or Institutional Biosafety Committee (IBC), see full text of the rules.) ☐ Potentially Hazardous Biological Agents Risk Assessment Form (6A) ☐ Human and Vertebrate Animal Tissue Form (6B)—to be completed in addition to Form 6A when project involves the use of fresh or frozen tissue, primary cell cultures, blood, blood products and body fluids. ☐ Qualified Scientist Form (2) (when applicable) ☐ Risk Assessment Form (3) required for projects involving protists, archae and similar microorganisms, for projects using manure for composting, fuel production or other non-culturing experiments, for projects using color change coliform water test kits, microbial fuel cells, and for projects involving decomposing vertebrate organisms ☐ Hazardous Chemicals, Activities and Devices (No prior approval required, see full text of the rules.) ☐ Risk Assessment Form (3) Qualified Scientist Form (2) (required for projects involving DEA-controlled substances or when applicable) Adult Sponsor's Printed Name Date of Review Signature Phone **Email**

Student Checklist (1A) This form is required for ALL projects.

1)	a. Student/Team Leader:	Grade:
	Email:	Phone:
	b. Team Member:	c. Team Member:
2)	Title of Project:	
3)	School:	School Phone:
	School Address:	
4)	Adult Sponsor:	Phone/Email:
5)	Is this a continuation/progression from a previous year? If Yes:	□ Yes □ No
	 a) Attach the previous year's □ Abstract and □ b) Explain how this project is new and different from preform (7) 	
6)	This year's laboratory experiment/data collection: (must be	e stated (mm/dd/yy))
	Start Date: (mm/dd/yy)	End Date: (mm/dd/yy)
7)	Where will you conduct your experimentation? (check all ☐ Research Institution ☐ School ☐ Field	that apply) ☐ Home ☐ Other:
8)	ist name and address of all non-school work site(s):	
	me:dress:	
Ph	one:	
9)	Complete a Research Plan following the Research Plan	instructions and attach to this form.
10	An abstract is required for all projects after experime	ntation.

Research Plan Instructions

A complete research plan is required and must accompany Checklist for Student (1A)

Provide a typed research plan and attach to Student Checklist (1A). Please include your name on each page. The research plan for ALL projects is to include the following:

- A. Question or Problem being addressed
- B. Goals/Expected Outcomes/Hypotheses
- **C. Description in detail of method or procedures** (The following are important and key items that should be included when formulating ANY AND ALL research plans.)
 - Procedures: Detail all procedures and experimental design to be used for data collection
 - Risk and Safety: Identify any potential risks and safety precautions to be taken.
 - Data Analysis: Describe the procedures you will use to analyze the data/results that answer research questions or hypotheses
- **D. Bibliography:** List at least five (5) major references (e.g. science journal articles, books, internet sites) from your literature review. If you plan to use vertebrate animals, one of these references must be an animal care reference.
 - o Choose one style and use it consistently to reference the literature used in the research plan
 - Guidelines can be found in the Student Handbook

Items 1-4 below are subject-specific guidelines for additional items to be included in your research plan as applicable:

- 1. Human participants research:
 - **Participants.** Describe who will participate in your study (age range, gender, racial/ethnic composition). Identify any vulnerable populations (minors, pregnant women, prisoners, mentally disabled or economically disadvantaged).
 - Recruitment. Where will you find your participants? How will they be invited to participate?
 - **Methods.** What will participants be asked to do? Will you use any surveys, questionnaires or tests? What is the frequency and length of time involved for each subject?
 - Risk Assessment
 - Risks. What are the risks or potential discomforts (physical, psychological, time involved, social, legal, etc.) to participants? How will you minimize the risks?
 - Benefits. List any benefits to society or each participant.
 - **Protection of Privacy.** Will any identifiable information (e.g., names, telephone numbers, birth dates, email addresses) be collected? Will data be confidential or anonymous? If anonymous, describe how the data will be collected anonymously. If not anonymous, what procedures are in place for safeguarding confidentiality? Where will the data be stored? Who will have access to the data? What will you do with the data at the end of the study?
 - **Informed Consent Process.** Describe how you will inform participants about the purpose of the study, what they will be asked to do, that their participation is voluntary and they have the right to stop at any time.

2. Vertebrate animal research:

- Briefly discuss potential ALTERNATIVES to vertebrate animal use and present a detailed justification for use of vertebrate animals
- Explain potential impact or contribution this research may have
- Detail all procedures to be used
 - Include methods used to minimize potential discomfort, distress, pain and injury to the animals during the course of experimentation
 - o Detailed chemical concentrations and drug dosages
- Detail animal numbers, species, strain, sex, age, source, etc.
 - Include justification of the numbers planned for the research
- Describe housing and oversight of daily care
- Discuss disposition of the animals at the termination of the study

3. Potentially Hazardous Biological Agents:

- Describe Biosafety Level Assessment process and resultant BSL determination
- Give source of agent, source of specific cell line, etc.
- · Detail safety precautions
- Discuss methods of disposal

4. Hazardous Chemicals, Activities & Devices:

- Describe Risk Assessment process and results
- Detail chemical concentrations and drug dosages
- Describe safety precautions and procedures to minimize risk
- Discuss methods of disposal

Approval Form (1B)
A completed form is required for each student, including all team members.

1) To Be Completed a) Student Acknowle		and Parent			
 I have read the research. 	Intel ISEF Rules		and v		search plan. ternational Rules when conducting this
	or presentation	of other resear	chei	's work as one's o	competition. Such practices include own, and fabrication of data. the Intel ISEF.
Student's Printed Name		Signature			Date Acknowledged (mm/dd/yy) (Must be prior to experimentation.)
b) Parent/Guardian Plan. I consent to					sible dangers involved in the Research
Parent/Guardian's Printed	Name	Signature			Date Acknowledged (mm/dd/yy) (Must be prior to experimentation.)
2) To be completed (Required for project					s appropriate.)
a) Required for projects approval BEFORE exp (humans, vertebrates biological agents) The SRC/IRB has carefully Plan and all the required findicates approval of the F	perimentation or potentially ha studied this pro orms are include Research Plan b	izardous ject's Research ed. My signature	OR	Research Insapproval. This project was institution (not hereviewed and approval) board before explicted ISEF Rules.	research conducted at all Regulated stitutions with no prior fair SRC/IRB conducted at a regulated research ome or high school, etc.), was proved by the proper institutional erimentation and complies with the Attach (1C) and required institutional
student begins experimen	tation.			approvals (e.g. l <i>i</i>	ACUC, IRB).
SRC/IRB Chair's Printed Name	9			SRC Chair's Printe	ed Name
Signature		proval (mm/dd/yy) or to experimentation.)		Signature	Date of Approval (mm/dd/yy)
3) Final Intel ISEF A	ffiliated Fair	SRC Approva	əl	(Required fo	or ALL Projects)
SRC Approval After Expe					
Regional SRC Chair's Print	ed Name	Signature			Date of Approval
State/National SRC Chair's (where applicable)	Printed Name	Signature			Date of Approval

Regulated Research Institutional/Industrial Setting Form (1C)
This form must be completed AFTER experimentation by the adult supervising the student research conducted in a regulated research institution, industrial setting or any work site other than home, school or field.

This form MUST be displayed with your project; responses must be on the form.

Stı	udent's Name(s)			
Tit	tle of Project			
	be completed by the Supervision the form a	•	•	•
Th	e student(s) conducted research at n	ny work site:		
a)	☐ to use the equipment	b) ☐ to perform experiment(s)/	conduct researc	:h
1)	Is this research a subset of your w	ork?	☐ Yes	□ No
2)	Have you reviewed the Intel ISEF r	ules relevant to this project?	☐ Yes	□ No
3)	How did the student get the idea f (e.g. Was the project assigned, pick		idea, etc.)	
4)	Did the student(s) work on the pro If yes, how large was the group an			
5)	What specific procedures or equipr Please list and describe. (Do not lis	` ,		ct?
6)	How independent or creative was	the student's/students' work?		
	Student research projects dealing was agents require review and approva must be attached, if applicable.			2
	Supervising Adult's Printed Name	Signature		Title
	-	-		
	Institution		Date	e Signed (must be after experimentation)
	Address		Ema	il/Phone

Qualified Scientist Form (2)

May be required for research involving human participants, vertebrate animals, potentially hazardous biological agents, and DEA-controlled substances. Must be completed and signed before the start of student experimentation.

Stud	ent's Name(s)			
Title	of Project			
	e completed by the Qualified Scientist:			
	ational Background: rience/Training as relates to the student's area of re			
Posit	ion:Inst	ritution:		
	ess: End		☐ Yes	□ No
a b	Vill any of the following be used?) Human participants) Vertebrate animals) Potentially hazardous biological agents (microorg	anisms, rDNA and tissues,	□ Yes	□ No □ No
c	including blood and blood products) I) DEA-controlled substances		☐ Yes ☐ Yes	□ No □ No
•	as this study a sub-set of a larger study? Vill you directly supervise the student?		☐ Yes ☐ Yes	□ No □ No
•) If no, who will directly supervise and serve as the			
P so n p h b	cortify that I have reviewed and approved the Research lan prior to the start of the experimentation. If the tudent or Designated Supervisor is not trained in the ecessary procedures, I will ensure her/his training. I will rovide advice and supervision during the research. I ave a working knowledge of the techniques to be used by the student in the Research Plan. I understand that a esignated Supervisor is required when the student is not conducting experimentation under my direct supervision.	To be completed by when the Qualified supervise. I certify that I have revibeen trained in the tectand I will provide direction. Designated Supervisor	d Scientist can be described the Reschaigues to be described to the supervision.	earch Plan and have used by this student,
	ualified Scientist's Printed Name	Signature		Date of Approval
S	ignature Date of Approval	Phone	- Email	

Risk Assessment Form (3)
Required for projects using hazardous chemicals, activities or devices and microorganisms exempt from pre-approval. Must be completed before experimentation.

Student's Name(s)		
Title of Project		
To be completed by the Student Resear Scientist: (All questions must be answered; a		ation with Designated Supervisor/Qualified y be attached.)
 List/identify microorganisms exempt f and all hazardous chemicals, activities, 		_{ee} Potentially Hazardous Biological Agent rules), I be used.
2. Identify and assess the risks involved i	in this project.	
3. Describe the safety precautions and pr	rocedures that will l	be used to reduce the risks.
4. Describe the disposal procedures that	will be used (when	applicable).
5. List the source(s) of safety information	٦.	
	cautions and procedure	sor (or Qualified Scientist, when applicable): s described above. I certify that I have reviewed the
Designated Supervisor's Printed Name	Signature	Date of Review (mm/dd/yy)
Position & Institution		Phone or email contact information
Experience/Training as relates to the stude	nt's area of research	

Human Participants Form (4)

Required for all research involving human participants not at a Regulated Research Institution. If at a Regulated Research Institution, use institutional approval forms for documentation of prior review and approval.

(IRB approval required before experimentation.)

Student's Name(s) Title of	Project
Adult Sponsor Contact Phone/Email Must be completed by Student Researcher(s) in collaboration with the Adult Sponsor/Designated Supervisor/Qualific Scientist:	
 I have submitted my Research Plan which addresses ALL areas indic Research Plan Instructions. 	ated in the Human Participants Section of the
2. I have attached any surveys or questionnaires I will be using in my p Any published instrument(s) used was /were legally obtained.	project.
3. \Box I have attached an informed consent that I would use if required by	the IRB.
4. □ Yes □ No Are you working with a Qualified Scientist? If yes, a	tach the Qualified Scientist Form 2
 4. Written Parental Permission required for minor participants: □ Yes □ No □ Not applicable (Not applicable) 5. Written Informed Consent required for participants 18 years or 	ection of the Research Plan Instructions. I. IRB will attach document indicating concerns I. All 5 must be answered) I. More than Minimal Risk I. No I. No I. No I. No minors in this study) I. No minors in this study) I. No participants 18 yrs or older in this study) I. Do be the adult sponsor, designated supervisor, of interest). I. Dove IRB determinations.
Printed Name	Degree/Professional License
Signature	Date of Approval (Must be prior to experimentation.)
Educator	
Printed Name	Degree
Signature	Date of Approval (Must be prior to experimentation.)
School Administrator	
Printed Name	Degree
Signature	Date of Approval (Must be prior to experimentation.)

Human Informed Consent Form

Instructions to the Student Researcher(s): An informed consent/assent/permission form should be developed in consultation with the Adult Sponsor, Designated Supervisor or Qualified Scientist.

This form is used to provide information to the research participant (or parent/guardian) and to document written informed consent, minor assent, and/or parental permission.

- When written documentation is required, the researcher keeps the original, signed form.
- Students may use this sample form or may copy ALL elements of it into a new document.

	sion, a copy of any survey or questionnaire must be attached.
Student Researcher(s): Title of Project:	
•	science fair project. Please read the following information about the
Purpose of the project:	
If you participate, you will be asked to:	
Time required for participation:	
Potential Risks of Study:	
Benefits:	
How confidentiality will be maintained:	
If you have any questions about this study, feel from	ee to contact:
Adult Sponsor: Pho	one/email:
	If you decide not to participate there will not be any negative to participate, you may stop participating at any time and you may
By signing this form I am attesting that I have reac consent/assent to participate or permission for my	d and understand the information above and I freely give my child to participate.
Adult Informed Consent or Minor Assent Printed Name of Research Participant:	Date Reviewed & Signed:Signature:
Parental/Guardian Permission (if applicable)	Date Reviewed & Signed:
Parent/Guardian Printed Name:	Signature:

Vertebrate Animal Form (5A)
Required for all research involving vertebrate animals that is conducted in a school/home/field research site. (SRC approval required before experimentation.)

Student's Name(s)	
Fitle of Project	
To be completed by Student Researcher:	
. Common name (or Genus, species) and number of an	imals used.
	e provided. Include the cage/pen size, number of animals per of food and water, how often animal is observed, etc.
3. What will happen to the animals after experimentati	on?
	any death, illness or unexpected weight loss be investigated ar designated supervisor or a veterinarian. If applicable, attach th
Qualified Scientist complete Form (2).	le person sign below.
SRC Chair Printed Name Signature	Date of Approval (must be prior to experimentation) (mm/dd/yy)
To be completed by Veterinarian: ☐ I certify that I have reviewed this research and animal husbandry with the student before the start of experimentation. ☐ I certify that I have approved the use and dosages of prescription drugs and/or nutritional supplements. ☐ I certify that I will provide veterinary medical and nursing care in case of illness or emergency.	To be completed by Designated Supervisor or Qualified Scientist when applicable: I certify that I have reviewed this research and animal husbandry with the student before the start of experimentation and I accept primary responsibility for the care and handling of the animals in this project. I certify that I will directly supervise the experiment.
Printed Name Email/Phone	Printed Name Email/Phone
Signature Date of Approval	Signature Date of Approval

Vertebrate Animal Form (5B)
Required for all research involving vertebrate animals that is conducted in at a Regulated Research Institution. (IACUC approval required before experimentation.)

Student's Name(s)
Title of Project
Title and Protocol Number of IACUC Approved Project
To be completed by Qualified Scientist or Principal Investigator: 1. Species of animals used: Number of animals used:
2. Describe, in detail, the role of the student in this project: animal procedures and related equipment that were involved, oversight provided and safety precautions employed. (Attach extra pages if necessary.)
3. Was there any weight loss or death of any animal? If yes, attach a letter obtained from the qualified scientist, designated supervisor or a veterinarian documenting the situation and the results of the investigation.
 4. Does the student's project also involve the use of tissues? No Yes, Be sure to complete Forms 6A and 6B
5. What laboratory training, including dates, was provided to the student?
6. Attach a copy of the Regulated Research Institution IACUC Approval. A letter from the Qualified Scientist or Principal Investigator is not sufficient.
Qualified Scientist/Principal Investigator
Printed Name
Signature Date

Potentially Hazardous Biological Agents Risk Assessment Form (6A)
Required for research involving microorganisms, rDNA, fresh/frozen tissue (including primary cell lines, human and other primate established cell lines and tissue cultures), blood, blood products and body fluids. SRC/IACUC/IBC approval required before experimentation.

Stud	dent's Name(s)
Title	e of Project
	pe completed by Student Researcher(s) in collaboration with Qualified Scientist/Designated Supervisor: questions are applicable and must be answered; additional page(s) may be attached.)
	Identify potentially hazardous biological agents to be used in this experiment. Include the source, quantity and the biosafety level risk group of each microorganism.
2. [Describe the site of experimentation including the level of biological containment.
3. I	Describe the procedures that will be used to minimize risk. (personal protective equip., hood type, etc.)
4. \	What final biosafety level do you recommend for this project given the risk assessment you conducted?
5. I	Describe the method of disposal of all cultured materials and other potentially hazardous biological agents.
	be completed by Qualified Scientist or Designated Supervisor
	What training will the student receive for this project?
	Do you concur with the biosafety information and recommendation provided by the student researcher above?
	☐ Yes ☐ No If no, please explain.
 ゴ.	Experience/training of Designated Supervisor as it relates to the student's area of research (if applicable)
QS/	/DS Printed Name Signature Date of Signature (mm/dd/yy)
То	be completed by Local or Affiliate Fair SRC: (Check all that apply.)
	The SRC has carefully studied this project's Research Plan and the risk level assessment above prior to experimentation and approves this study as a BSL-1 study, which must be conducted at a BSL-1 or above laboratory. Date of SRC approval (prior to experimentation)
	The SRC has carefully studied this project's Research Plan and the risk level assessment above prior to experimentation and approves this study as a BSL-2 study, which must be conducted at a BSL-2 or above laboratory. Date of SRC approval (prior to experimentation)
	This project was conducted at a Research Institution and was reviewed and approved by the appropriate institutional board (e.g. IACUC, IBC) before experimentation at a BSL-1 or BSL-2 laboratory and complies with the Intel ISEF rules. The required institutional forms are attached.
	Date of SRC approval (after experimentation)
	The Research Institution where this study was conducted does not require approval for this type of study. The student has received proper training and the project complies with Intel ISEF rules. Attached is institutional documentation certifying the above.
	Date of SRC approval
SRC	Chair's Printed Name Signature

Human and Vertebrate Animal Tissue Form (6B)

Required for research involving fresh/frozen tissue (including primary cell lines, human and other primate established cell lines and tissue cultures), blood, blood products and body fluids. If the research involves living organisms please ensure that the proper human or animal forms are completed. All projects using any tissue listed above must also complete Form 6A.

Student's Name(s)	
Title of Project	
To be completed by Student Researcher(s):	
 What vertebrate animal tissue will be used in this study? Check all to Fresh or frozen tissue sample Fresh organ or other body part Blood Body fluids Primary cell/tissue cultures Human or other primate established cell lines 	hat apply.
2. Where will the above tissue(s) be obtained. If using an establish	hed cell line include source and catalog number.
3. If the tissue will be obtained from a vertebrate animal study co IACUC certification with the name of the research institution, the date of IACUC approval.	
To be completed by the Qualified Scientist or Designate □ I verify that the student will work solely with organs, tissues, culture or qualified personnel from the laboratory; and that if vertebrate are purpose other than the student's research. AND/OR □ I certify that the blood, blood products, tissues or body fluids in this standards and guidance set forth in Occupational Safety and Health Pathogens.	res or cells that will be supplied to him/her by myself nimals were euthanized they were euthanized for a sproject will be handled in accordance with the
Printed Name Signature	Date of Approval (Must be prior to experimentation.)
Title	Phone/Email
Institution	

Continuation/Research Progression Projects Form (7)
Required for projects that are a continuation/progression in the same field of study as a previous project.

This form must be accompanied by the previous year's abstract and Research Plan.

Components	Current Research Project	Previous Research Project
1. Title	-	2012-2013
		2011-2012
2. Change in goal/purpose/		2012-2013
objective		2011-2012
3. Changes in methodology		2012-2013
eu.ieueiegy		2011-2012
4. Variables		2012-2013
studied		2011-2012
5. Additional		2012-2013
changes		2011-2012
attached are: 2012–2013 Abstract are		2011–2012 Abstract the current year Abstract & Certification ar