

## CHECK LIST OF ITEMS THAT MUST BE INCLUDED WITH THE PROPOSAL

Note to teachers: Please review this check list with the student because he/she may not need to submit all of the forms. Only submit those forms applicable to the proposal.

### CHECK HERE

- ISEF Checklist for Adult Sponsor / Safety Assessment Form is attached
- ISEF Research Plan (Form 1A) is attached
- Three (3) copies of the proposal are attached

For SCAS Award  
Committee Use

\_\_\_\_\_ Date

\_\_\_\_\_ Proposal #

The proposal must include the following components typed or computer generated:

1. A problem or question being addressed (*Title of the Paper*)
2. An introduction, which must include a comprehensive review of the subject and a hypothesis
3. A detailed description of the methodology, procedures, and statistical analyses to be made
4. A timetable for the completion of the project
5. A bibliography of no less than four major references
6. Budget Page

- SCAS High School Awards Committee Information Form is attached
- Confidential letter of assessment by the student's teacher. This letter should provide an honest assessment of the students potential for completing the research project and an overall recommendation to the Grant Committee.
- ISEF Informed Consent Form (Form 4B) is attached (only if needed)
- Human and Animal Tissue Form (Form 6) is attached (only if needed)
- Check only if the project will involve non-invasive study involving pet(s) or livestock to be done at home.
- A check here indicates that the study does not involve pathogenic agents in a home environment (*These studies are prohibited*)
- Check here if the study will involve human subjects, nonhuman vertebrate animals, rDNA, pathogens, controlled substances and human and animal tissue. Note: Approval by an SRC must be included with the proposal as well as the completed ISEF forms if this is checked.
- Check here to indicate that the study will not result in a death rate of 50 percent (%) or greater in any group or subgroup.
- A check here indicates that the student has retained original copies of all forms.
- When this space is checked, place a copy of this check list on the front of the proposal.

Student's Signature \_\_\_\_\_ Teacher's Signature \_\_\_\_\_

## Student Checklist (1A)

This completed form is required for ALL individual projects.  
Complete all sections by printing or typing all information requested.

- 1) Student's Name: \_\_\_\_\_ Grade: \_\_\_\_\_  
Email: \_\_\_\_\_ Phone: \_\_\_\_\_
- 2) Title of Project: \_\_\_\_\_
- 3) School: \_\_\_\_\_ School Phone: \_\_\_\_\_  
School Address: \_\_\_\_\_
- 4) Adult Sponsor: \_\_\_\_\_ Phone/Email: \_\_\_\_\_
- 5) Is this a continuation from a previous year?  Yes  No  
**If Yes:**  
a) Attach the previous year's  Abstract  Form 1A and  Research Plan  
b) Explain how this project is new and different from previous years on  Continuation Form (7)
- 6) **This year's** laboratory experiment/data collection will begin: (must be stated (mm/dd/yy))  
Projected Start Date: \_\_\_\_\_ Projected End Date: \_\_\_\_\_  
ACTUAL Start Date: \_\_\_\_\_ ACTUAL End Date: \_\_\_\_\_
- 7) Where will you conduct your experimentation? (check all that apply)  
 Research Institution  School  Field  Home  Other: \_\_\_\_\_
- 8) List name and address of all non-school work site(s):  
Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone: \_\_\_\_\_
- 9) **Complete a Research Plan (See page 32) and attach to this form.**
- 10) **An abstract is required for all projects after experimentation (see page 28).**