

10th LISEF Junior Varsity Research Fair 2020



Regional Affiliate of

**Society for Science and the Public's
International Science and Engineering Fair**

Guidelines and Registration

LISEF Contact Information

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LI Science and Engineering Fair, Inc.
998 Old Country Road STE C PMB 164
Plainview, NY 11803

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Regional Rules, Guidelines and Registration for
the LISEF Junior Varsity Research Fair
2019 - 2020

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Important Dates

LISEF Junior Varsity Science Research Fair

Thursday, March 12th 2020,

8 a.m. - 4 p.m.

Crest Hollow Country Club

8325 Jericho Tpke., Woodbury, NY 11797

(516) 692-8000

Friday, November 1, 2019 – Liaison and Student Registration Opens on Website

Wednesday, January 15, 2020 – 8:00 p.m. JV Student Online Application Deadline

Friday, January 17, 2020 – 8:00 p.m. – Deadline for School Liaison to Certify Accuracy of Student's Registration (cannot exceed 6 projects)

Tuesday, January 21, 2020 – Latest date LISEF will mail JV Fair Invoices

Friday, March 6, 2020 – Receipt of Payment Deadline

Monday, March 9, 2020 – 8:00 p.m. – Deadline for JV Students to Edit Abstracts

Thursday, March 12, 2020 – JV Fair & Awards Ceremony

Mission Statement

“Our mission is to promote excellence in scientific inquiry and discovery in LI schools.”

Important Websites

- The International Rules and Guidelines for Science Fairs is available on the Society for Science and the Public website: [2020 Rules and Guidelines](#)
- The ISEF Rules Wizard (required for all projects prior to experimentation/data collection): [Rules Wizard](#)
- The ISEF Human Subject Risk Assessment Guide: [Human Subject Risk Guide](#)
- Online Survey Consent Procedures: [Consent](#)
- ISEF Guidelines for Biosafety Level 1 Self-Assessment Checklist: [BSL 1 checklist](#)
- The ISEF Self-Assessment for Bio-Safety Level 2: [BSL 2 checklist](#)
- ISEF SRC and IRB Guidelines: [SRC and IRB guidelines](#)

Ethics Statement

The Long Island Science and Engineering Fair, Inc. is an affiliate of the International Science and Engineering Fair (ISEF) and as such upholds the following ISEF Ethics Statement (ISEF Guidelines 2020, pages 4-5):

Student researchers, as well as adults who have a role in their projects, are expected to maintain the highest ethical standards. These include but are not limited to:

- Integrity. Honesty, objectivity, and avoidance of conflicts of interest are expected during every phase of research. The project should reflect independent research done by the student(s) and represent only one year's work.

- Legality. Compliance with all federal, country, state and local laws is essential. All projects must be approved by a Scientific Review Committee (SRC), and when necessary must also be approved by an Institutional Review Board (IRB), Institutional Animal Care and Use Committee (IACUC), and/or Institutional Biosafety Committee (IBC).

- Respect for Confidentiality and Intellectual Property. Confidential communications, as well as patents, copyrights, and other forms of intellectual property must be honored. Unpublished data, methods, or results may not be used without permission, and credit must be given to all contributions to research.

- Stewardship of Environment. It is the responsibility of the researcher(s) and the adults involved to protect the environment and its organisms from harm. All projects involve some amount of risks. Everyone is expected to recognize the hazards, assess the risks, minimize them, and prepare for emergencies.

- Animal Care. Proper care and respect must be given to vertebrate animals. The guiding principles for the use of animals in research includes the following "Four R's": Replace, Reduce, Refine, Respect.

- Human Participant Protection. The highest priority is the health and well-being of the student researcher(s) and the human participants.

- Potentially Hazardous Biological Agents (PHBAs). It is the responsibility of the student and adults involved in the project to conduct and document a risk assessment, and to safely handle and dispose of organisms and materials.

Scientific fraud and misconduct are not condoned at any level of research or competition. This includes plagiarism, forgery, **use of electronic equipment during judging to obtain information relevant to your project**, use or presentation of other researcher's work as one's own and fabrication of data.

Eligibility for the LISEF Junior Varsity Research Fair

- Each school must have a school liaison
- Each student may enter only one project that covers research done over a maximum of 12 continuous months between January 2019 and March 2020.
- **All** students (including all members of a team) must be affiliated with a Nassau or Suffolk County educational institution (a home schooled individual/team should follow the instructions contained in this document.)
- Student must be enrolled in Grade 9 – 12.
- Team members may be enrolled in different Nassau/Suffolk schools.
- A team may consist of 2 or 3 members.
- Each project must satisfy all of the Intel ISEF rules and LISEF rules that apply (please see Application Guidelines for LISEF and for ISEF). In lieu of submitting ISEF Forms, principals, mentors and teacher advisors will be asked to sign and submit the Verification Certificate, on page 11, that the project was reviewed by their local SRC/IRB committees, if applicable, and that the project complies with both the LISEF and ISEF guidelines. **Please pay extra attention to the ISEF rules for Human Subjects, Vertebrate Animals and Potentially Hazardous Biological Agents, as these require extra supervision and/or approvals.**
- Please be advised that the number of JV projects per school is a maximum of 6.
- **A school that submits 1 – 4 JV projects must provide one judge; schools that enter 5-6 JV projects must supply 2 judges. These judges must be high school teachers in science, math or social science. The teachers acting as judges must register the day of the fair PRIOR to checking in their students; if you fail to bring the correct number of judges your school may not compete.**
- If a school liaison certifies more than 6 projects, then the order of online registration will determine eligibility.
- Every registered student and every teacher that attends any of the three fairs must complete a Media Release form (see page 12)
- In lieu of submitting ISEF Forms, Adult Sponsors, liaisons, principals and mentors (if applicable) will be asked to sign the 2020 LISEF JV Fair Verification Form, on page 13, that the project complies with both the LISEF and ISEF guidelines. This is submitted at check in the day of the fair.

Home-Schooled Students Additional Requirements

- The parent/guardian of the student wishing to present research at any of LISEF Inc.'s three fairs will act as the liaison.
- Once initial page of online registration is completed with contact information, the registration process is automatically suspended until Proof of Home Schooling is received, at which time you will be notified, and your registration may be completed. It is essential that obtaining Proof of Home Schooling be completed in a timely manner to facilitate completion of registration by the close of registration deadline.

- Proof of Home Schooling: The parent/guardian acting as the liaison must request that the Nassau or Suffolk school district in their community have their Pupil Personnel Office send a copy of the letter in which the school district approved the student's Individual Home Instruction Plan (IHIP) for the current school year to LISEF; this letter and/or an attachment made by the school district must define the grade level of the course of study. A copy from the parent is not sufficient.
- The parent pays the required fees per child that is a member of a registered project; the student cannot compete if this is not received by the published deadline. The parent should use the Direct Payment Form although it is designed for schools; write 'home school' where asked for School Name, parent information everywhere else except we do need the name of the school district in which you reside.
- The home-schooled student may enter only one project that covers research done over a maximum of 12 continuous months between January 2019 and May 2020.
- The home-schooled student's project must satisfy all the ISEF rules and LISEF rules that apply and complete all the appropriate ISEF forms.
- If the student's project is done in a Registered Research Institution, the LISEF SRC/IRB will sign any of the forms that require a local SRC signature once the student has completed their research as long as proof that all of the required prior reviews were conducted at the university. If the student's project is done in any place other than a Registered Research Institution, the student must seek prior reviews from the LISEF SRC/IRB.
- Home-schooled projects will not affect the Maximum Allocation granted to any school in that student's community.
- Since most students enrolled in a public/private school on Long Island that participates in LISEF, compete internally for the right to present at LISEF fairs, LISEF, Inc. expects that projects submitted to its fairs are of a high caliber and reserve the right to deny participation to a home-schooled project that is below LISEF, Inc.'s standards. LISEF, Inc. will review the submitted Research Plan and Abstract to determine if the project is eligible to compete. Although a project is unable to compete in one fair, it might be deemed eligible for one of the other LISEF affiliated fairs. If a project is ineligible for a fair, and a fee has been paid, that fee is refundable.
- The home-schooled student and parent that attend any of the three fairs must complete a LISEF Media Release Form, on page 12.

Categories

The Junior Varsity Research Fair has eight categories:

- Behavioral/Social Science
- Medicine and Health
- Cellular and Molecular Biology
- Chemistry
- Environmental Science
- Plant Science
- Math and Computer Science
- Engineering and Physical Science

Teams and individuals will compete in categories together.

Judging

Each project will be judged two times. The judges in each category will be high school teachers in the appropriate discipline.

Awards

Each of the eight categories has the potential to receive 1st, 2nd and 3rd Place and Honorable Mention Awards depending on the number of projects in the category. You must be present at the award ceremony to receive an award.

*******Please Note: No guests/observers (this includes but is not limited to school administrators, mentors, classmates, relatives, and or friends) are permitted inside any presentation rooms, or the awards ceremony held at the Crest Hollow Country Club the day of LISEF, LISEF JV, or Broadcom MASTERS. If guests/observers come the day of the fairs, they will be asked to leave the building.**

Online School Liaison Registration

1. One liaison is required for EACH school. **NEW:** If this person is the same person for more than one LISEF sponsored fair, they can register for all at the same time, and use the same log in (e-mail) and password for each fair (see website for more details). This person is responsible for completion of the JV Verification Certificate, one for each project, submitted by the school attesting that all of the LISEF and ISEF rules have been adhered to.
2. To complete the registration for your school, you will need the following information:
 - a. All of the items required for LISEF (see LISEF Guidelines, www.lisef.org)
 - b. Name of teacher(s) judging the LISEF Junior Varsity Research Fair, contact information and the category (more than 1 if possible) they are qualified to judge. **A school that enters between 1 – 4 JV projects must provide one judge and schools that enter between 5-6 JV projects must provide two judges.**
3. After the close of registration on January 15, 2020, 8:00 p.m., the liaison must certify their students prior to 8:00 p.m. on January 17, 2020.

NOTE: School Registration must be completed before students can begin Project Registration.

Online Project Registration

The individual or team leader of a project will:

1. After creating an account: JV Students will need the following information to complete Project registration: School Name; Adult Sponsor Name; Number of students participating in project; Category; Project Title and Abstract; JV Verification Form. To complete project registration the following student information is needed for *each* participating student on the project: First and Last name; Birthdate; Lunch Choice; Grade Level; Home Address; Phone Number; Gender; Citizenship Status.
2. After submission is accepted, you may re-enter to edit until the close of registration, 8:00 p.m., January 15, 2020.

Day of JV Research Fair Information

1. Liaisons will register accompanying teacher judges at the registration desk after which they will be able to register their JV Research projects. If a school has 1 – 4 JV projects, they must provide one judge or if they bring 5-6 JV projects, they must provide two judges. **Schools without the correct number of teacher judges will not be allowed to participate.**
2. Schools are required to provide a district employee to act as chaperone and remain on site during the entire competition and awards program. This may be the school liaison or other teacher judge.
3. Upon your arrival at the Registration Table, submit the Media Release Forms for each student and teacher attending, and Verification Certificates for each project (both forms are at the end of this document)
4. Prepare a presentation of no more than seven (7) minutes, and be prepared for a question and answer session of five (5) minutes. It is the judge's discretion to allow you to do a formal presentation. The JV Research Fair will have two rounds of judging.

LISEF Project Display Regulations

1. See [LISEF display guidelines](#) for general display rules.
2. Electricity will not be provided.
3. Loss or damage: Valuable equipment may be part of the display only if the student participant accepts full responsibility should it be lost or damaged. LISEF assumes no responsibility for loss or damage to any project or project component.

Registration Fees

1. If paying by check, the entry fee is \$65 for *each* student, individual or team member.
2. If paying through Eastern Suffolk BOCES, the fee is \$82 per student; this cost is inclusive of the ESBOCES administrative fees.
3. Fees are not refundable.
4. Schools are subject to penalties on their registration numbers if the district fails to pay for every student registered in the JV LISEF fair. If a school does not meet their financial commitment, the

school's allotment will be reduced by 50% for the following year and only increased by one slot each subsequent year until the original allotment is reached.

5. Payment:

- Purchase Orders will not be accepted, however you may want to consider encumbering the funds early in the school year.
- To pay directly, send to the LISEF mailing address:
 1. **One** check per school to cover all of the school's registered students
 2. **One** copy of the LISEF Junior Varsity Direct Payment Form
 3. **One** copy of the LISEF invoice, including the page with student names.
- To pay through ESBOCES, send to the LISEF mailing address:
 4. **Two** copies of the completed and signed ESBOCES form
 5. **One** copy of the LISEF invoice, including the page with student. NOTE: **Do not send these forms to ESBOCES.**
- Cross contracts, if needed, should be sent to the school's BOCES district. **If Eastern Suffolk BOCES does not receive the Cross Contract in a timely manner, you must pay directly.**
- Fees (or ESBOCES Forms) must be received no later than March 6, 2020. Send your Direct Payment (with check) or ESBOCES documents to:

L. I. Science and Engineering Fair, Inc.
998 Old Country RD STE C PMB 164
Plainview, NY 11803

*Contact treasurer@lisef.org for questions with billing procedures.



LISEF

LISEF JV Fair 2020 DIRECT PAYMENT FORM

School Year: 2019 - 2020

School Name: _____

School Address: _____

School/District Contact Person: _____

School/District Contact Person Email: _____

School Telephone: _____

School District Name: _____

Fee @ \$65/student for LISEF's JV Fair

JV: Number of Registered **Students** _____ @ \$65/student _____

Total Fee \$ _____

The following items must be **received** by Friday, **March 6, 2020**:

- One copy of this form
- One copy of all pages of the LISEF INVOICE
- **CHECK** (full payment) made out to LI SCIENCE and ENGINEERING FAIR, INC

**SEND TO: L. I. Science and Engineering Fair, Inc.
998 Old Country Road STE C PMB 164
Plainview, NY 11803**

School Districts that do not send checks or BOCES Forms by Friday, March 6, 2020 will be ineligible for LISEF's JV Fair 2020.



LISEF

LISEF JV Fair 2020 BOCES PARTICIPATION FORM

School Year: 2019 - 2020

School Name: _____

School Address: _____

School/District Contact Person: _____

School/District Contact Person Email: _____

School Telephone: _____

School District Name: _____

Fee @ \$82/student for LISEF's JV Fair

JV: Number of Registered Students _____ @ \$82/student _____

Total Fee \$ _____

Superintendent Signature _____ Date _____

Eastern Suffolk BOCES will bill the school district for the Total Fee, which is inclusive of their administrative costs. The Total LISEF Fees will be eligible for BOCES aid, at the district aid ratio.

The following items must be **received** by Friday, **March 6, 2020**:

- Two copies of this form
- One copy of the BOCES Invoice with names included

**SEND TO: L. I. Science and Engineering Fair, Inc.
998 Old Country Road STE C PMB 164
Plainview, NY 11803**

School Districts that do not send checks or BOCES Forms by Friday, March 6, 2020 will be ineligible for LISEF's JV Fair 2020.

School Districts that do not belong to the Eastern Suffolk BOCES District must file a Cross Contract with their local BOCES district. To obtain information about the Cross Contract form and/or copies of the Cross Contract form, contact your local BOCES district. One copy of the Cross Contract Form must be mailed directly to your local BOCES district. **Do not mail cross contracts to LISEF, Inc.** If Eastern Suffolk BOCES does not receive the Cross Contract in a timely manner, you must pay directly.

LONG ISLAND SCIENCE & ENGINEERING FAIR, Inc.



LISEF

LISEF MEDIA RELEASE FORM

Submit one release form per student at Round 1 (Round 2 for JV fair) and one per district employee attending either round of the fair. Adults should enter the word ADULT in the Project Code designation.

**Middle School students and adults must submit media release forms via e-mail to msfair@lisef.org, following the instructions on the MS Guidelines.*

Participant's Name (Please Print)	Project Code
School	

PARENTS/ADULTS- PLEASE READ THE FOLLOWING IN ITS ENTIRETY BEFORE YOU SIGN:

No guests/observers (this includes but is not limited to school administrators, mentors, classmates, relatives, and or friends) are permitted inside any presentation rooms, or the awards ceremony held at the Crest Hollow Country Club the day of LISEF, LISEF JV, or Broadcom MASTERS. If guests/observers come the day of the fairs, they will be asked to leave the building.

I/We, the parents and/or guardian of the above named participant, agree that the said participant and participant's project may be photographed, filmed, or taped and that LISEF, Inc. may use such media and/or the participant's name and project description in connection with LISEF and the promotion of LISEF, Inc. and that we will not make any claim for invasion of privacy or any other legal right in connection with such uses by LISEF, Inc.

As an accompanying adult, I agree that LISEF, Inc. may use any media that contains my photograph in connection with LISEF and the promotion of LISEF, Inc. and that I will not make any claim for invasion of privacy or any other legal right in connection with such uses by LISEF, Inc.

Adult or Parents and/or Guardian Name _____
(Please Print)

Adult or Parents and/or Guardian Signature _____

Date _____



Individual/Team Leader Name	
<i>Team Member 2 Name</i>	
<i>Team Member 3 Name</i>	
Title of Project	
School District	
Superintendent of Schools	
School Name	
School Principal Name	
<i>School Street Address</i>	
<i>Town, State & Zip</i>	
School Liaison Name	
<i>School Liaison Telephone</i>	<i>School Liaison e-mail</i>
Adult Sponsor Name	
Mentor Name (if other than Adult Sponsor)	
Mentor Affiliation	

As a part of this research project, the student directly handled, manipulated, or interacted with (Check all that apply):

<i>Human Subjects</i>	<i>Vertebrate Animals</i>	<i>Potentially Hazardous Biological Agents:</i>
<input type="checkbox"/>	<input type="checkbox"/>	<i>Microorganisms</i> <input type="checkbox"/> <i>rDNA</i> <input type="checkbox"/> <i>tissue</i> <input type="checkbox"/>

We certify that this project is in compliance with all LISEF and ISEF Guidelines and all federal and state laws and regulations and that all appropriate SRC/IRB reviews and approvals have been obtained.

Adult Sponsor Signature	Mentor Signature *
Date	Date
Liaison Signature	Principal Signature
Date	Date

*If a mentor is affiliated with a Registered Research Institution, in lieu of the signature, you may attach ISEF Form 1C.

Submit at Registration Desk on Day of Fair; one Certificate is required for each project.