

APPENDIX D

SPECIAL FORMS

Phil Robinson Research Grant Application

Phil Robinson Research Grant Guidelines

Special Interest Award and Scholarship Application

Application for Junior Officers

Election Procedure

PHIL ROBINSON RESEARCH GRANT APPLICATION

Deadline: December 1

1. Name: _____ Grade: _____
(First) (Middle) (Last)
2. Address: _____, VA _____
(Street) (City) (Zip)
3. Sponsor: _____ Tel. No. (____) _____
- e-mail: _____
4. Project Advisor: _____
(If different from sponsor)
5. School: _____
6. Title of Research: _____

7. On an attached sheet, enclose a project description which describes the following:

Purpose of research

Procedure for testing hypothesis or a description of experimental design

Itemized list of all **SUPPLIES** to be purchased with grant funds and the approximate cost of each item. Remember, **equipment cannot be purchased** with grant funds.

8. Total Amount Requested: \$ _____

9. ENCLOSE STATEMENT FROM SPONSOR SUPPORTING PROJECT. (Sponsor: Please verify the feasibility of the project for this student in the setting in which it is to be accomplished.) Each grant application must have a support letter.

Note: Before mailing your application, assure that your project description and the statement of your sponsor are enclosed.

Any student who applies for research funds must submit a paper and any student who receives research funds and whose paper is accepted is committed to attend and present his/her paper at the annual meeting. Any one who does not is in violation of the fund and monies received for that student must be returned to the Phil Robinson Endowment Fund.

10. Student's Signature: _____

11. Sponsor's Signature: _____

STUDENT: Do not write below this line

For use of the Phil Robinson Research Committee

Send to:

_____ Approved Date: _____

_____ Disapproved Date: _____

Amount: \$ _____

VJAS
2500 W. Broad Street
Richmond, VA 23220

Guide Lines for the Phil Robinson Research Grant Application

These suggestions are in addition to those instructions that appear on the grant application form.

- 1. The supporting information for a grant should be limited to two pages (not counting the application form). It should include the title of the research, a brief statement regarding the purpose of the research, a brief statement regarding how the research is to be carried out, and a list of materials needed with prices and sources of these materials.**
- 2. Where multiple grant requests are from one school, the pooling of materials should be considered. When five people are working with Wisconsin fast plants, each person does not need a pound of seed.**
- 3. When considering the request, consider substituting less expensive equipment for the scientific form. If the research is to follow a published research project that used beakers, consider Mason jars instead of the much more expensive beakers. Consider various sizes of Ziplock bags, Gladware containers, etc.**
- 4. Consider other than purchased sources for materials. Soil can come from many sources other than from a scientific supply house.**
- 5. The following is a list of items that will not be funded:**
 - a: film & developing**
 - b: presentation materials**
 - c: travel**
 - d: items that should be present at the school such as petri dishes, standard glassware, standard chemicals, computer supplies, and paper products**
 - e: items that are excessively expensive which is anything over \$250.00**
 - f: food items such as soft drinks, meals, etc.**

SPECIAL INTEREST AWARD AND SCHOLARSHIP APPLICATION

Submit after notification of acceptance

A COPY OF YOUR RESEARCH PAPER MUST ACCOMPANY THIS FORM
(SEND FOUR (4) COPIES FOR THE LEWIS AND MACKENZIE SCHOLARSHIPS)

1. Title of Paper _____
2. VJAS Category _____
3. Name _____ Grade _____
4. Home Address _____, VA _____ Tel.No. _____
(Zip)
5. School Name _____
6. School Address _____ VA _____
(Zip)
7. Student's Signature _____ Date _____
8. Student's e-mail _____
9. Parent/Guardian's Signature _____ Date _____
10. School Official's Signature _____ Date _____
11. School Official's Title _____ Tel.No. _____

Signatures indicate verification of accuracy of information provided and authorize and endorse application for the award selected.

12. Please circle one award for which this application is being made.

- | | |
|--------------------------------------|------------------------------------|
| Cancer Research Award | Infectious Disease Award |
| Dorothy Knowlton Award | Joyce K. Peterson Award |
| Dr. & Mrs. Leake Chemistry Award | Speleological Society Award |
| Frances and Sydney Lewis Scholarship | VA Museum of Natural History Award |
| Henry W. MacKenzie Jr. Scholarship | VA Sea Grant College Program Award |

College Scholarship: _____
(One college per application. See Handbook for list. College selects the awardee)

NOTE: If you are applying for more than one you must submit separate applications.

13. Send by **Certified mail** all completed application packages to the VJAS Special Interest Awards and Scholarship Chair:

Pamela Gentry
10115 Chestnut Grove Terrace
Mechanicsville, VA 23116
DEADLINE FOR RECEIPT: APRIL 25

ELECTION PROCEDURE
Virginia Junior Academy of Science Officers

The election of President, Vice-President, Secretary, and Regional Directors of the Virginia Junior Academy of Science will be conducted as follows: (Historian is appointed by the Director.)

1. All candidates for office in the VJAS must complete the "Application for Junior Officers" and compose and include a copy of the intended candidacy speech. Please TYPE or PRINT in black ink, and send to the VJAS Director by **APRIL 25**. (See application for name and address.)
2. Be sure the Application has the following signatures: candidate acknowledgment, parent support, sponsor approval, and principal support. Any applications without the required signatures will not be eligible for acceptance. (One candidate per school please.)
3. All candidates are required to attend the VJAS Committee Dinner before the General Session; see Program for exact time and location. Candidates will deliver their speeches and have the opportunity to meet with the presiding VJAS officers to learn more about each position. Failure to be present at the Committee Dinner will result in the removal of the candidate from the ballot. (Reminder: Candidates will be dressed in business casual attire at ALL times and if not then can be removed from the election process at any time.)
4. Candidates will attend the General Sessions with their school. At the appropriate time, candidates for each of the offices will be called on stage in turn. **THERE WILL BE NO FLOOR NOMINATIONS AT THE GENERAL SESSION.**
5. To introduce each of the candidates, the presiding officers will present the candidates. **THERE WILL BE NO NOMINATING SPEECHES.**
6. Each Candidate will have no more than two (2) minutes to address the General Session. Candidates will be cut off if the speech runs over.
7. Each dues paying school in attendance will have one vote for each office. Ballots will be distributed to sponsors before the Jeffers Lecture, and collected following the conclusion of that general session. Any ballots received after this time will not be tallied.
8. Results of the election will be announced at the Awards General Session.
9. Expectations: VJAS officers are required to attend the summer meeting, Fund Raiser Run in September, winter meeting and Annual meeting.
10. The Office of President candidate must be a current officer or one that has participated in the meetings prior to the year of taking office.