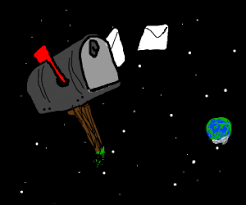
Science Department

Space Mailbox Competition Template



Sponsored By

**General Rules and Regulations**

**Space Mailbox Competition**

**INTRODUCTION**:

Blue Origin ***Club for the Future*** currently sponsors the Postcard into Space program. Any student can write or draw their vision on a postcard for what they think the future of life in space will look like or any other message they would like to send to space. Postcards are sent to ***Club for the Future***, that will support its launch it to space and back on a New Shepard rocket, and return stamped with "Flown to Space." Students can send them as many postcards as they like and Blue Origin will fly them all. In this project, students will design a mailbox for their school to receive the postcards so they can be gathered and sent to ***Club for the Future***. Student’s will then create a life size prototype of the mailbox and place it in their school to actively support student participation in this program. The winning school team for this event will have their design constructed, according to their specifications, and placed on active display at \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

**ENTRY GUIDELINES**

Student must design a mailbox according to given specifications provided for the competition and the design must incorporate the given theme and supporting organizations. All participants must be current public-school students enrolled in grades K-12 for the 2021-2022 school year.

1. Grade K-2 students may enter class projects **ONLY**.
2. Grade 3-5 students may enter small group (**no more than 5 students**). Students participating in small group projects can be from different grade levels to accommodate school participation.
3. Each school will be allowed to submit 2 projects for the Space Mailbox Competition.
4. All schools should hold a prequalifying competition/judging in selecting the top 2 projects to send to the final competition.
5. **It is the teacher’s responsibility to inform and provide copies of these rules and regulations to the entrants. It is the student’s responsibility to be knowledgeable of these rules and regulations.**

**SPECIFIC GRADE LEVEL REQUIREMENTS**

1. Grades K-2

Students work collaboratively whole class with the help of a directing teacher to produce an individual or a class project for display.

1. Grades 3-12

Students work collaboratively to complete mailbox prototype and design plans. Grade 3-5 students who work as a small group (**no more than 5 students**) must contribute equally to construct the prototype and plans.

* 1. Students submitting projects in grades 3-5 must be present for judges’ face to face interviews during the time specified by the Science Department.
  2. Students entering a small group project must select ONE member to be present for judges’ interviews during the time specified by the Science Department, but all participants may attend the expo.

**THEME**

1. This year the visual appearance of the mailbox must encompass the subject **“Return to the Moon”**. Students may select whatever artistic expression they feel bests demonstrates this concept.

**PROTOTYPE**

1. Each team must construct a functioning life size prototype of the mailbox (using inexpensive material), place the mailbox inside their school and provide photographic evidence of its placement and use for their presentation.
2. The mailbox must be designed to be placed outside and must incorporate the appropriate materials that can withstand the elements and protect the postcards inside. The mailbox must be easy to use, all materials in the design must be generally available and the cost of construction must be taken into consideration. The security of the postcards within must also be considered and the ease of mailing and mail retrieval. The mailbox must be designed according to the following specifications 15"W x 15"D x 40"H. The mailbox must also incorporate in its design the following logos:
   1. The participating School’s emblem or logo
   2. Blue Origin logo
   3. Club for the Future logo

**DESIGN PLAN**

Comprehensive design plans must be provided that could be used to replicate the mailbox. This includes specific design components, dimensions, and various colored perspective drawings as necessary. In addition, the actual type, size, and estimated costs of the specific material that would be used must be included.

**PRESENTATION**

Students will include a hard copy of the design plans for the judges to review. This would include the presentation of the prototype that was built and used at their school. Based on the number of teams and the facility, we may consider having them just display their prototype and have the students present the project using a Power Point presentation.

**PROTOTYPE RESTRICTIONS**

1. Chemicals and any liquids (including household cleaning products and outdoor/pool chemicals), soils, food, gases, bleach, batteries, open flames, and explosives may not be used.
2. Controlled or illegal substances, including over the counter drugs, prescription drugs, alcohol, or tobacco, may not be part of the prototype.
3. Knives, syringes, or any sharp objects are not to be used.
4. Any item that can be easily pulled off and swallowed will be removed or secured by the Science Department.

|  |  |
| --- | --- |
| **Judging Criteria**  **All projects will be judged by a team of judges using a rubric** | |
| **Grades K-2** | **Grades 3-12** |
| ***Criteria (40%)***  -Clearly followed the Guidelines for production and design  ***Innovation (20%)***  -Excellent explanation about design, innovative construction or plans  ***Project Creativity (20%)***  -Highly original project  -Exemplary design  -Very creative use of equipment and/or construction  ***Design Plans (20%)***  -Self-standing presentation board  -Neat, colorful, graphics, tables, charts, photographs, etc.  -Self explanatory  -Flows logically  -Titles are clearly labeled  -Used some fresh ideas instead of just pasting on the report | ***Criteria (40%)***  - Clearly followed the Guidelines for production and design  ***Innovation (20%)***  --Excellent explanation about design, innovative construction or plans  ***Project Creativity (20%)***  -Highly original project  -Exemplary design  -Very creative use of equipment and/or construction  ***Design Plans (20%)***  -Self-standing presentation board  -Neat, colorful, graphics, tables, charts, photographs, etc.  -Self explanatory  -Flows logically  -Titles are clearly labeled  -Used some fresh ideas instead of just pasting on the report  ***Oral Presentation (10%)***  -Eye contact and good voice projection  -Confident about knowledge communicated  -Convincing and enthusiastic |

**District Space Mailbox Competition**

**2021-2022**

**School Intent to Participate Form**

The 1st Annual District Space Mailbox Competition will be held **\_\_\_\_\_\_\_\_\_ for elementary and \_\_\_\_\_\_\_\_\_ for secondary at the \_\_\_\_\_\_\_\_\_\_\_\_\_\_.** Please complete and return the following information by **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**.

□ My school **will** participate in the Space Mailbox Competition.

□ My school **will** need transportation to the Space Mailbox Competition

**(Please print)**

School Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Contact/Coordinator: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Contact Person’s Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Contact Person’s Phone Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Principal’s Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

School Expo Date (if applicable): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

***For the District Space Mailbox Competition each school is allowed to submit a maximum of 2 (two) projects per school.***

Principal’s Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Please return this form on or before: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Scan and email to: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Space Mailbox Competition Registration Form**

School Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Space Mailbox Coordinator\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone #\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Fax # \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**MAXIMUM NUMBER OF PROJECTS PER SCHOOL - 2(two)**

**Grades K-2-Class v Grades 3-12 -Group**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **PLEASE PRINT CLEARLY OR TYPE** | | | | | |
| ***Title of Project*** | ***Student, Group, or Class Name***  For Group projects list no more five (5) names | | ***Teacher (s) Name***  ***Email***  ***Contact No.*** | ***Grade Level*** | ***Category***  ***C****lass (K-2)* ***G***roup |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |

**Principal’s Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Return this form on or before \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_:**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Scan and email:

**District Space Mailbox Competition**

**2021-2022**

**Project Entry Form**

|  |  |
| --- | --- |
| **Circle the appropriate grade level:**  Group (5 per project max) Class(grade level) | |
| Name(s)**:** | |
| School**:** | |
| Grade Level**:** | Teacher(s)**:** |
| Project Title: | |
| Brief Description of Project: | |
|  | |

**District Space Mailbox Competition**

**2021-2022**

**Project Entry Form**

**Frequently Asked Questions**

When will judging occur? ***Judging of projects will occur the afternoon of \_\_\_\_\_\_\_\_\_\_. All projects MUST be submitted by noon on \_\_\_\_\_\_\_\_\_\_.***

Is judging open to the public? ***No, the judging process is closed to the public.***

What is the set-up process? ***Projects may be delivered by the teacher and/or Science Coordinator at the school or by the parent (s) of the students to \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_. Projects will NOT be accepted after 12 p.m.***

Should I complete a field trip packet? ***Yes, a completed field trip packet is required for this face-to-face event.***

Are we responsible for transportation? ***Transportation has been arranged and paid for the participating schools that indicated transportation was needed on the School Intent to Participate Form due \_\_\_\_\_\_\_\_\_\_\_\_\_\_.***

Will lunch be served or are the students required to bring a bag lunch? ***No lunch will be served. Students will return to school at 12:30 to eat at their own school. Please notify your cafeteria to hold their lunches in case of bus delays.***

What is the number of projects allowed to be submitted per school? ***Only 2 (two) projects per school may be entered into the Science Fair.***

How many students (per school) are teachers allowed to bring to the event? ***Due to the size of the venue, each participating school will be notified of the number of allotted participants based on the number of school entries.***

Who attends the Space Mailbox Competition? ***The morning of the Competition (from 9:30am-12:00pm) is open to students, teachers, faculty, and staff. Schools will have different arrival and departure times. Adults that are not staff must be prepared to present an approved Volunteer card or volunteer ID distributed by their school at the time of registration, otherwise, they will not be permitted to enter.***

What is the judging timeline?  ***Judging of all projects will occur \_\_\_\_\_\_\_\_\_\_\_\_\_. All student interviews will take place during the Competition.***

When will winners be notified? ***All winners will be announced during the Award Ceremony. Winners will not be announced prior to the Award Ceremony.***

When will awards be presented to the Science Fair Winners? ***Awards will be presented to students or a school representative at the District Science Fair Award Ceremony.***

Will everyone receive awards or just those students that won? ***Only students who win will receive an award.***

* ***The Elementary and Secondary Winner will have their mailbox constructed and showcased at \_\_\_\_\_\_\_\_\_ for one year.***
* ***Other prizes will be awarded to 2nd and 3rd place winners, and the Student Choice Award.***

***Schools may choose to provide awards for students participating in school-based science fairs.***