

CWSF Affiliation and Allocation

Category:

3. Programs

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Policy Section:

Regional Science Fairs

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1 Affiliation

1.1 Introduction

1. A Region becomes a Youth Science Canada Affiliate on the receipt by Youth Science Canada of a signed affiliation agreement and the prescribed annual affiliation fee.
2. Affiliation must be completed no later than date set each year by Youth Science Canada (end of November).
3. Affiliated regional science fairs must be open to all students within the designated geographic area, regardless of school, school board, language or other affiliation, unless an exception has been granted in writing by Youth Science Canada.

1.2 Youth Science Canada agrees to:

1. Grant the Regional Science Fair status as an Affiliate of Youth Science Canada. As an Affiliate, the Region is entitled to identify one individual to vote on behalf of the Region as a Member of Youth Science Canada at the Annual General Meeting (December) and Special General Meeting (May at the CWSF).
2. Grant the Regional Science Fair organization access to participate in the Canada-Wide Science Fair, represented by a number of youth and adult participants as specified in the CWSF Participation area of the Youth Science Canada Online System at <https://secure.youthscience.ca/registration> according to a formula based on the region's grade 7-12 (or equivalent) student population. This access to the Canada-Wide Science Fair is exclusive for the geographical area or identified population served by the regional organization.
3. Grant the Regional Science Fair permission to use Youth Science Canada and Canada-Wide Science Fair affiliate branding materials, consistent with Youth Science Canada brand and geographic standards.
4. Administer the Youth Science Canada National Science Fair Awards Program, including:
 1. Canada-Wide Science Fair Excellence (medals), Challenge, Special and Grand Awards; and
 2. Distinguished Service Awards (for adults).
5. Operate the Canada-Wide Science Fair Equalized Travel Plan.
6. Provide national programs, administration, and online infrastructure to promote and support inquiry and project-based STEM, regional STEM/science fairs, the Canada-Wide Science Fair, and international youth STEM opportunities.
7. Coordinate the Canada-Wide Science Fair in collaboration with a local Host Team.
8. Offer regions an extension of its liability insurance policy.
9. Support the work of its standing committees: National Policy Advisory Committee, National Judging Committee, and National Ethics and Safety Committee.

10. Develop additional programs that support the Youth Science Canada vision and mission.

1.3 The Affiliating Region agrees to:

1. Hold its Regional Science Fair in time to permit the complete registration of all Canada-Wide Science Fair participants in the Youth Science Canada Online Registration System by midnight, April 30th.
2. Display its affiliation with Youth Science Canada and the Canada-Wide Science Fair in its public print material and on its web site, consistent with Youth Science Canada brand and graphic standards.
3. Follow, enforce, and distribute to local schools, and students where appropriate, the rules and regulations as defined in the Policy Directory at <http://main.youthscience.ca/policy-directory> and supporting documents, particularly with respect to safety, animal care, and ethical research in projects exhibited at the Regional Fair and those selected to represent the region at the Canada-Wide Science Fair. .
4. Participate in the Canada-Wide Science Fair Equalized Travel Plan for all travel to the Canada-Wide Science Fair.
5. Enter complete and accurate data in the Regional Affiliation area of the online registration system by December 31st of the signing year of the agreement:
 - o Regional Fair Information
 - o Regional Fair Statistics
 - o Fair Insurance
 - o Regional Contacts (including Chief Judge and Ethics)
 - o CWSF Participation.
6. Carry liability insurance for the regional science fair naming Youth Science Canada as co-insured. This insurance must cover commercial general liability: Each occurrence limit of \$5,000,000. Personal and advertising injury limit \$5,000,000. Medical expense limit \$2,500,000, Tenant's legal liability of \$1,000,000 and Non-owned automobile \$5,000,000.
7. Provide for adult supervision of the region's finalists at the Canada-Wide Science Fair as specified by the allocation formula.
8. Obtain evidence of a current criminal record check for each adult CWSF participant..
9. Provide Youth Science Canada with additional information requested from time-to-time regarding the operation of the regional organization and regional science fair.

2 Procedures

2.1 Each region is encouraged to incorporate and have a constitution with a set of By-Laws that outlines the elections and organizational procedures. Sample constitutions of Regional Science Fairs are available from Youth Science Canada.

2.2 Each region is encouraged to have operational guidelines that outline how the committee is chosen, which groups are represented and how fiscal responsibility is assigned.

2.3 Youth Science Canada requires Regional Science Fairs to have an Ethics Committee as outlined in 3.1.1.3 Regional Science Fair Ethics Committees.

2.4 Dispute Resolution

1. A region having a dispute with Youth Science Canada and/or a CWSF Host Team that does not involve a violation of ethical conduct and does not occur at the CWSF, may appeal its case to the National Policy Advisory Committee Zone Representative. The Zone Representative will then consult the Chairperson of the NPAC and a decision will be made on how to proceed. If the dispute is with the Zone Representative, the region can address its concerns to the NPAC Chairperson or/and the Executive Director of Youth Science Canada.
2. Disputes at the CWSF will be dealt with according to Youth Science Canada policy *1.5.4 Dispute Resolution at the CWSF*.
3. Disputes that involve a violation of ethical conduct will be subject to the procedures described in Youth Science Canada policy *1.5 Ethical Conduct* and *1.5.2 Discipline Policy*.

3 Allotments

3.1 Finalists

1. CWSF Finalist Allotment
 1. The maximum number of finalists permitted from a RSF at the CWSF is determined by a formula approved by Youth Science Canada. This formula is based on the size of the school student population in the region (Grade 7 to 12 or equivalent including public, private, separate and home schools). Smaller regions with 1000 to 3499 eligible students are allocated 3 CWSF finalists. One CWSF finalist is added for every additional 8600 eligible students or any part thereof.

2. Regional Participation Formula

- The following table provides the number of eligible finalists per region, based on the regional participation formula described above.

Eligible Student Population (Grade 7-12 or equivalent)	Maximum Number of Finalists
under 1000	0
1,000	3
3,500	4
12,100	5
20,700	6
29,300	7
37,900	8
46,500	9
55,100	10
63,700	11
72,300	12
80,900	13
89,500	14
98,100	15
106,700	16
115,300	17
123,900	18
132,500	19
141,100	20
149,700	21
158,300	22
166,900	23
175,500	24
184,100	25
192,700	26
201,300	27
209,900	28
-	-
493,700	61
502,300	62

3. Réseau Technoscience

- An agreement between Youth Science Canada and Réseau Technoscience (formerly Conseil de développement du loisir scientifique (CDLS)) permits regions in Quebec that participate in Expo-sciences to pool their eligible finalists and to send a specified number to CWSF.

3.2 Delegates

1. Number of Delegates

- Based on the number of CWSF finalists sent to the CWSF, a region must send the appropriate number of delegates, based on the table below.

Number of Finalists	Minimum Number of Delegates	Maximum Number of Delegates
1	1	1
2	1	2
3	1	2
4	1	2
5	1	2
6	2	2
7	2	2
8	2	2
9	2	2
10	2	3
11	2	3
12	2	3
13	2	3

14	2	3
15	2	3
16	2	4
17	3	4
18	3	4
19	3	4
20	3	4
21	3	4
22	3	5
23	3	5
24	3	5
25	4	5
26	4	5
27	4	5
28	4	5
29	4	5
30	4	5
31	4	6
32	4	6
33	5	6
34	5	6
35	5	6
36	5	6
37	5	7
38	5	7
39	5	7
40	5	7

3.3 Guests

1. Guests at the CWSF are guests of either the Host Team or Youth Science Canada. These individuals are permitted to attend the fair for a specific purpose related to the business of the fair.
2. Regional Fairs are not permitted to bring guests to the CWSF, except when required for medical or cultural reasons of a Finalist. Regions who feel they must bring a guest for one of these reasons must apply to Youth Science Canada for permission to register a Support Adult. This application must occur by the CWSF registration deadline. If approved, the Support Adult will be in addition to the allotment of Delegates based on the number of CWSF Finalists attending the CWSF. Approved Support Adults are required to register as full participants in the CWSF, and are required to participate in the Travel Plan.

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