# Building with Biology Kit Application

Please fill out this application to be considered for a Building with Biology kit designed to create conversations in museums among scientists and public audiences about the emerging field of synthetic biology and societal implications.

Applications for Building with Biology kits must be submitted online by February 1, 2016.

A total of 200 kits will be awarded. Kits will be shipped in early June 2016.

Before completing this application please read the application overview carefully. The overview describes the project goals, eligibility, and reporting requirements, and is available here:

<http://www.buildingwithbiology.org/get-involved>

Please note that it is NOT possible to save your work in the SurveyGizmo online form and return for additional edits. Reports left idle for too long will go blank when you progress to the next screen. Please plan to complete the online report in one session. You may want to write your responses in a Word doc, save, and then cut and paste that information into this report. You may download the application in PDF format and Word Document formats here:

<http://www.buildingwithbiology.org/get-involved>

## Your Organization

### 1) Enter the name of a contact person and a shipping address for your kit (No P.O. boxes please).

First Name\*: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Last Name\*: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Job Title: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Organization\*: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address 1\*: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address 2: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

City/Town\*: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

State\*: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Country\*: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Zip\*: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email Address\*: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Institution Website: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

#### 2) Please confirm your organization in the pull-down selection below. Organizations are sorted alphabetically by state, then city, and organization. If your organization is not listed, please choose "Other" at the bottom of the list.

( ) DROPDOWN LIST

## Organization Information

#### 3) Which best describes your organization?\*

( ) Museum/Science Center

( ) College/University

( ) Other (please describe): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

#### 4) If your organization is a museum, please check boxes to indicate all types that apply:\*

[ ] Science or Technology Museum

[ ] Children's Museum

[ ] Art or History Museum

[ ] Natural History or Nature Museum

[ ] Emerging or Developing Museum

[ ] Other (please specify): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

[ ] N/A

#### 5) What is the annual operating budget of your museum or organization?\*

[ ] under $250,000

[ ] $250,000 - $500,000

[ ] $500,000 - $1 million

[ ] $1 - $2.5 million

[ ] $2.5 - $6.5 million

[ ] over $6.5 million

[ ] Comment about annual operating budget (if needed): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

## Plans for using your kit

### 6) Briefly describe your plans for your Building with Biology event. Please describe your event, location, intended audience (including under-served audiences), collaborators, and any other details you feel are important. (Limit: 300 words)\*

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#### 7) Where will these activities take place (please check all that apply):

[ ] at a museum / science center

[ ] at a college/university

[ ] other: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\*

### 8) Describe how you plan to use the Building with Biology kit in other contexts (i.e.  in addition to the event described above).  (Limit: 300 words)  \*

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## Evaluation Planning

**Project evaluators will be collecting three kinds of data:**

1. Event hosts will be asked to participate in pre-event and post-event surveys,
2. Event hosts will be asked to collect email addresses from event volunteers so that volunteers can participate in post-event surveys, and
3. ​A sub-set of event hosts may opt to collect data from the public attending the event.

We are asking the following question to help plan the this third kind of data - the public data collection.  
Your response to this question will **NOT** affect your eligibility or award status.  
  
**Optional public audience data collection:**  
A sub-set of event hosts may opt to participate in evaluation about their public audiences.  Event hosts will be given the chance to apply to participate in this evaluation after decisions are made about kit distribution. Participation will involve attending special online evaluation training, support from a member of the project evaluation team as needed, and collecting data from the public at their events using a passport activity and survey instruments provided by the project evaluators. In return for participating in public data collection, evaluators will send you a summary report of your data. Event hosts opting to participate in the collection of data from the public would be required to:

* a) Provide us with documentation that the person who will be collecting data from the public has completed human subjects training from NIH or CITI. Documentation can be an existing completion certificate or the data collector can complete a 2-hour of Human Subjects online training course prior to the event (the online training from NIH is free to complete),
* b )Have the person who will be collecting data from the public at the event attend a 1-hour online evaluation training specific to the project prior to the event, (evaluators will also be available to provide additional support as needed), and
* c) This same person who has attended the evaluation training would collect data from the public during the event.

#### 9) Would you be interested in participating in this optional public data collection? Your response to this question will **NOT** affect your eligibility or award status. ( ) Yes

( ) No

## Kit Use Agreement

If you are selected to receive an Building with Biology kit, you are expected to:

* **Host an Event:** Host at least one Building with Biology event that involves conversations between scientists or science students and public audiences between June and September 2016.
* **Museum-Scientist Collaborations:** Museums holding events must collaborate with local scientists, science students, or members of the synthetic biology or related fields. Scientists receiving kits must collaborate with a local informal science organization. (Museum hosts please see information provided in the application overview for advice on finding volunteer scientists; regional hub leaders will also assist event hosts to find local collaborators.)
* **Orientation / Training:** Event hosts must hold an orientation or provide training for their scientist and informal science education event volunteers. Kits will include training and orientation materials to help prepare your event volunteers and staff for conversations with the public about synthetic biology.
* **Report:** Submit an online report within three weeks following your event that includes email addresses from event volunteers 18 years and older who are willing to participate in a post-event volunteer survey.

If you find that you cannot use the kit materials, you may be asked to return them or distribute them to another user.

#### 10) Do you agree to these terms?\*

( ) Yes

( ) No

## Building with Biology kit application complete

### Thank you!

**Your application for a Building with Biology kit is now complete. You should receive an automated email from KC Miller of the Science Museum of Minnesota (kcmiller@smm.org) with a PDF of your application attached; you may need to check your email spam filter for the automated email.**

**You will be contacted by a Building with Biology representative if there are additional questions about your application. You can expect to hear about the status of your kit application in March 2016.**

**If your status changes or you have additional questions, feel free to contact us at kcmiller@smm.org**