# 2021 GUIDELINES FOR STATE PORTFOLIO ELIGIBILITY

To be eligible to represent a state in this unusual All Online Project Citizen National Showcase, an entry must be sent to either Jessica Martinez (martinez@civiced.org) or Janel Huber (huber@civiced.org) by email no later than Monday, July 26th, 2021 and meet the following criteria:

1. **The electronic portfolios must address a public policy issue.** State portfolio entries lacking a clear policy issue and proposed policy solution will score very low at the National Showcase. To meet this requirement, the following elements must be present in the problem statement and the proposed public policy, as well be reflected in the action plan.
   - A government entity must be involved in carrying out its responsibilities; *for example*, the local school board votes to install metal detectors in the district's schools.
   - Public policy commitments are made and carried out by people who have been authorized to act in accordance with established norms and procedures; *for example*, the state legislature is empowered to make laws governing the registration of motor vehicles; they in turn authorize the state department of motor vehicles to establish and carry out policies and procedures for auto registration.
   - Public policies reflect the commitment of public assets and direct the flow of resources that affect the public. These may be defined in terms of
     - economic advantage (the city council votes to grant volunteer firefighters a property tax exemption);
   - individual or group rights (if the school board opens school facilities for use by some outside groups, it may not arbitrarily deny that same right to others);
   - shifts in political power (state legislatures are empowered to use official census data to redraw congressional districts). *For example*, if the city council approves a program to feed the homeless and authorizes the department of social services to use city resources to do so, it is public policy. When a local church conducts a food drive and distributes the food to indigent members in the same community, it is not public policy. Community service projects that

do not involve a government entity do not constitute public policy or policy solutions.

2. **Eligibility**
   A. For portfolios originating in an academic setting, the class must
      - be from a fifth to eighth-grade class, for upper elementary and middle school; and/or in grades 9 through 12 for high school. <u>The rest of the rules listed apply to all portfolios.</u>
         - be constituted according to the school's normal programming procedures;
         - be part of the school's regular curriculum, such as history/social science, language arts, or other appropriate programmatic areas including, for example, special education and gifted and talented education;
         - be designated on the school's master program (schedule of class offerings);
         - meet during regular hours; have all enrollees listed in the teacher's record-book

   It is understood that many schools employ flexible scheduling methods, including the use of "advisory periods." The criteria listed above do not restrict participation by such classes.

   B. For portfolios originating in extracurricular or youth organization settings, the group must

   - include a majority of students in the age range of ten to fourteen years for upper elementary to middle school and 15 -18 for high school;

   - be affiliated with a sanctioned school-based program (i.e., afterschool clubs, organizations, or childcare programs);

   - be from a nonprofit community-based youth program (i.e., 4-H, Boys and Girls Schools, YMCA, Boys and Girls Clubs, etc.).

   C. Additional considerations
   - Portfolios developed by a group of students that does not fall into either of the two categories above are not eligible to represent the state in the Project Citizen National Showcase event.
   - ***Portfolios developed by an individual student are never eligible to represent the state in the Project Citizen National Showcase event***.
   - The criteria do not restrict participation of students working in a home school consortium recognized by the local education agency.

3. **Electronic Portfolio**—components.

- The components for the electronic portfolio are the same as the traditional components, using innovative technology tools and online resources. This includes an online version of the binder with a final section or segment that contains the class's evaluation and reflection on their experience