

# Community Problem Solving (CmPS) Project Elements for Competition



This document includes the requirements for competitive CmPS Projects. “CmPS Project Information for Coaches and Students” has full project requirement information.

Many resources are available for CmPS on [fspimart.org](https://fspimart.org) and on our Resource Links page, [fpspi.org/resource-links/](https://fpspi.org/resource-links/) :

- Evaluation Guidelines for all Components (PDF format)
- Guide to Implementing Project Management in CmPS (PDF publication)
- FPSAcademy CmPS modules and virtual student workbook (e-learning format)
- IC 2023 Community Problem Solving Grand Champions Publication (PDF publication)
- CmPS Handbook (PDF publication with reproducible student pages)
- \*New\* Guide to Project Management Implementation in Community Problem Solving (PDF publication)

## CmPS Competition

Students who want to submit their CmPS project for competition purposes can do so in the following divisions:

- Junior Division: Grades 4-6
- Middle Division: Grades 7-9
- Senior Division: Grades 10-12

Grades listed are equivalent to grade levels in the USA. Students of mixed age will compete in the highest division represented on the team.

Students can compete as teams or as individuals. Teams can range from two students to as many as would like to participate, though only 15 participants can participate in on-site competition activities.

## Project Elements

There are three elements for project completion. Each element builds on or supplements the previous element. All three elements are required for the International Conference. Affiliates may have different requirements for Affiliate Competition.

### CmPS Project Elements

- **Project Proposal**
- **Project Report**
- **Supporting Materials**
  - **Portfolio**
  - **Promotional Video**
  - **Display**
  - **Interview**

# Community Problem Solving (CmPS) Project Elements for Competition



<b>Project Proposal (200 points)</b>	
<p>The project Proposal is a planning document that captures the team's original analysis of the chosen topic and community, along with the students' anticipated actions. The goal of the proposal is to capture the problem solving process at the inception of the project.</p> <p>It serves as a framework for the project. The Proposal allows students to:</p> <ul style="list-style-type: none"> <li>• outline the project vision;</li> <li>• define goals;</li> <li>• specify deadlines;</li> <li>• develop a plan for the project work; and</li> <li>• demonstrate the application of problem-solving.</li> </ul> <p>As the project progresses, it is natural for the project to evolve and for students to repeat steps of the problem-solving process. The Proposal sets students up for success by having them develop a plan before taking action. It is important for evaluators to see this snapshot as it allows for greater understanding of the students' application of the problem-solving process.</p> <p>There is no need for the Proposal to be re-written or modified once it is created. (The actions, adaptations, adjustments, and evolution of the project are captured in the Project Report and Supporting Materials.)</p> <p><b>One document, written before taking action. Max of 2,000 words.</b></p>	<p><b>Elements Evaluated</b></p> <ul style="list-style-type: none"> <li>• Area of Concern</li> <li>• Challenges Identified</li> <li>• Underlying Problem</li> <li>• Solution Ideas</li> <li>• Determination of Action Plan</li> <li>• Action Plan</li> </ul> <p>Overall</p> <ul style="list-style-type: none"> <li>• Clarity</li> <li>• Ownership</li> <li>• Creativity</li> </ul>



# Community Problem Solving (CmPS) Project Elements for Competition



## Supporting Materials

All Supporting Materials are required for IC submissions. Affiliates may include none, some, or all. Please check with your Affiliate for details.

The Supporting Materials provide the opportunity for students to present evidence of their actions beyond the textual description included in the Proposal and Report. Each element of the Supporting Materials may be updated until competition or submission dates. Each element serves a different role in documenting, presenting, and promoting the project. Each element of the supporting documentation should add to the presentation of the project and build on the Proposal and Report, rather than only duplicating information already presented.

<b>Portfolio (30 points)</b>	
<p>Students will create a Portfolio of their project for competition. In the Portfolio, students should provide documentation of the project to represent activities, decisions, community interactions, recognition, research, and more. The Portfolio should chronicle student efforts and verify the claims made in the Report. Materials included in the Portfolio provide visual evidence of the actions and accomplishments described in the Report and should present a complete picture of the project. The Portfolio provides an in-depth look at the work and may be used throughout the evaluation as a source to verify assertions made in the Proposal and/or Report.</p> <p>Items to include in the Portfolio may include, but are not limited to:</p> <ul style="list-style-type: none"> <li>• thinking tools &amp; planning documents</li> <li>• graphs and charts</li> <li>• event programs/brochures</li> <li>• meeting agendas</li> <li>• interview or podcast transcripts</li> <li>• community feedback, surveys &amp; media coverage</li> <li>• photos of project activities</li> <li>• correspondence by email or letter</li> <li>• excerpts of presentations</li> <li>• screenshots of social media posts</li> </ul> <p><b>The Portfolio must be entirely of the student(s)'s creation. The Portfolio can not exceed 20 double-sided or 40 single-sided pages/slides of standard size paper (Letter or A4). Electronic portfolios must be accessible in an offline format.</b></p> <p>For the International Conference, all projects are encouraged to include one page (front and back) at the beginning of their Portfolio that recounts "Updates" since the Proposal and Report were submitted. This page does not count against the page limit.</p>	<p style="text-align: center;"><b>Elements Evaluated</b></p> <ul style="list-style-type: none"> <li>• Documentation</li> <li>• Elaboration             <ul style="list-style-type: none"> <li>• Written Communication</li> <li>• Spoken Communication</li> <li>• Visual Clarity</li> <li>• Creativity</li> </ul> </li> </ul> <p style="text-align: center; font-weight: bold;">Overall</p>

# Community Problem Solving (CmPS) Project Elements for Competition



<b>Promotional Video (30 points)</b>	
<p>Students are encouraged to develop creative presentations that promote their project and its goals. It might serve as a call to action, highlight the accomplishments achieved, recruit participants, educate interested parties, etc. Authenticity and content should take priority over production quality.</p> <p><b>One unlisted video link (such as YouTube), that lasts no longer than 3 minutes.</b></p>	<p style="text-align: center;"><b>Elements Evaluated</b></p> <ul style="list-style-type: none"> <li>• Relevance</li> <li>• Engagement</li> </ul> <p style="text-align: center;">Overall</p> <ul style="list-style-type: none"> <li>• Written Communication</li> <li>• Spoken Communication</li> <li>• Visual Clarity</li> <li>• Creativity</li> </ul>

<b>Display (30 points)</b>	
<p>The team’s job in preparing the Display is to present the project’s objectives and accomplishments as effectively as possible to the audience (evaluators and IC attendees). Students should capture the audience's attention and communicate the project work and outcomes through the Display. A great project may escape attention if key elements are not presented or are lost among extraneous items; valuable, fragile, or otherwise unnecessary props should not be included.</p> <p>During IC evaluations, displays may be reviewed without students present, so the work on the Display should not need student commentary to present the project as a whole.</p> <p>For IC, each project will be provided with a standard size backboard, typically 36”H X 48” W (1.2 m x 91.4 cm). The maximum height of the display from the tabletop is 50 inches (127 cm)</p> <p>Creatively enhancing, adapting, and modifying the provided display board is encouraged.</p>	<p style="text-align: center;"><b>Elements Evaluated</b></p> <ul style="list-style-type: none"> <li>• Relevance</li> <li>• Visual Appeal</li> </ul> <p style="text-align: center;">Overall</p> <ul style="list-style-type: none"> <li>• Written Communication</li> <li>• Spoken Communication</li> <li>• Visual Clarity</li> <li>• Creativity</li> </ul>

# Community Problem Solving (CmPS) Project Elements for Competition



Interview (40 points)	
<p>Students participate in an Interview to explain the project and update evaluators on recent accomplishments and/or project changes. Evaluators ask questions about the project, such as how the students chose the focus of the project, the support received, problems encountered, the reaction of the community, accomplishments, long-range plans, etc. The Interview should be an extemporaneous interaction between the evaluators and the students. It does not include a prepared presentation from the students.</p> <p><b>Interview length:</b>  <b>Team Projects – 30 minutes</b>  <b>Individual Projects – 15 minutes</b></p>	<p><b>Elements Evaluated</b></p> <ul style="list-style-type: none"> <li>• Elaboration</li> <li>• Student Engagement</li> </ul> <p>Overall</p> <ul style="list-style-type: none"> <li>• Written Communication</li> <li>• Spoken Communication</li> <li>• Visual Clarity</li> <li>• Creativity</li> </ul>

Once every element of the project has been evaluated, the Project as a whole will be evaluated for the incorporation of the problem-solving process, teamwork, and leadership. Additional information on how CmPS projects are evaluated can be found in the CmPS Evaluation Guidelines.

### International Conference:

- Detailed submission instructions for IC 2024 will be released on March 1, 2024.
- The Project Proposal, Project Report, including the Preface, if applicable, and Promotional Video must be submitted electronically via FPSOnline on May 2<sup>nd</sup>, 2024.
- The Portfolio may be submitted electronically in PDF or provided on-site as a hardcopy.
- At the International Conference, participants will be given approximately 3 hours to set up their project display.
- Interviews will be scheduled to be held during the International Conference.
- Only IC registered students will be permitted to participate in IC activities, including the Interviews, CmPS Showcase, and Awards.