

Park Community Credit Union JusticeFest

Project Submission Criteria & Process

All Project Submissions will be reviewed by the JusticeFest Review Committee to determine which projects will be presented at the JusticeFest event.

Decisions will be made based on the below guidelines and criteria. For any questions, please email justicefest@kdf.org.

It is highly recommended that all projects communicate with Matt Kaufmann (matthew.kaufmann2@jefferson.kyschools.us) prior to submitting their project for best practices and feedback.

Project Submission Requirements

- I.** Project Submissions are limited to schools within the Jefferson County Public School (JCPS) district.
- II.** Each school is limited to two projects.
 - a. We recommend discussing potential project ideas with others at your school and narrowing them down to one or two strong project concepts.
- III.** Clearly explain what problem or need your project will address and how it will make your school community or Louisville as a whole a better place.
- IV.** Identify the participating school(s), student group(s), and coach(es). Individual student names are not required.

What else is considered by the JusticeFestReview Committee?

- I.** The Review Committee will prioritize having at least one project from each of the following Cohorts represented at JusticeFest.
 - a. Acceptance & Equal Rights for ALL People
 - b. Community Investment & Reform
 - c. Educational Justice
 - d. Environmental Justice
 - e. Health Equity
- II.** The Review Committee will prioritize having at least two projects from each of the following age groups represented at JusticeFest.
 - a. Elementary School
 - b. Middle School
 - c. High School
- III.** Projects will be evaluated by the Project Description and Key Asks included.
 - a. Project Description should be less than 400 words.
 - b. Key Asks is best in bullet point format.

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Recommendations for Project Description

I. Project Description: This description is shared with community stakeholders and used to market your project. Keep the following in mind as you fill out your Project Submission.

1. The description should be a clear, succinct summary of the goals of your project.
2. The selected Cohort should be demonstrated in the description. The 5 Cohorts are:
 - a. Acceptance & Equal Rights for ALL People
 - b. Community Investment & Reform
 - c. Educational Justice
 - d. Environmental Justice
 - e. Health Equity
3. What specific inequity or injustice is addressed in your project?
 - a. How does your project help address this specific injustice/inequity?
 - b. Who does your project impact?
 - c. What will your project solve and how does it make Louisville a better place?
4. Description should include a clear summary of the project supporters and involvement.
 - a. School(s), including students and coaches
 - b. Established community partners
 - c. Additional groups that are already supporting your work
5. What steps have you taken to create this project?
 - a. May include research, planning/timeline, meeting with community groups, starting surveys, creating prototypes, etc.
6. *(For returning projects only)* A portion of the description dedicated to the updates and journey of the project, including:
 - a. What was received as a result of JusticeFest?
 - b. What was received as a result of the group's own campaign outside of JusticeFest?
 - c. What have been the major milestones of the project from its inception to now?
 - d. What does the group hope to accomplish by presenting at JusticeFest this year?

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Recommendations for Project Key Asks

II. Project Key Asks: These asks are used to identify community stakeholders that can help elevate the impact of your project. They are shared with the stakeholders so ensure they are thoughtful and researched. Keep the following in mind as you fill out your Project Submission.

1. The asks should be specific and succinct. Ensure they are clear and obtainable with support.
 - a. What resources are needed?
2. The asks should be aligned with your Project Description, including goals, and expected impact. They should show an understanding of the inequity or inequality your project is addressing and how they will build on your current work.
 - a. Review your Project Description and think of what steps need to be taken and how the stakeholders could assist.
3. How can you leverage the expertise, resources, and funds of the larger community of Louisville and Kentucky to expand the impact and strengthen the sustainability of your project?

Additional Recommendations for Project Submissions

- How does your Project Submission represent your project to people who may not know you, your school or what work you've done?
- Does your Title of the Project capture the essence of the work in a concise way?
- Does your Group Name capture the students' unique identities in relation to the mission of their work?