



Guidelines for High Quality Project Ideas

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For additional resources on this and other service-learning topics visit Learn and Serve America's National Service-Learning Clearinghouse at www.servicelearning.org.



Learn and Serve America's National Service-Learning Clearinghouse wants to thank you for your interest in submitting to the Service-Learning Ideas and Curricular Examples (SLICE) database. Please follow the guidelines below to ensure that your project idea is as complete and relevant as possible.

Submission Guidelines

This is a set of guidelines to help you when submitting project ideas to SLICE. The best submissions will follow these basic criteria. They should:

- be project ideas you have successfully implemented;
- include the subject areas addressed;
- be practical with regard to time requirements and cost;
- have clearly defined goals and objectives, and should provide all of the instructional strategies and activities to be used in order to meet those goals and objectives;
- be clearly written and jargon free; and
- provide references to the original work if lesson plan is not original.

Each submission needs to include:

1. Title of the project
2. Grade level/setting – the general age range of participants
3. Brief project description
4. Description of service-learning coursework
5. Brief project introduction – a brief summary of the service-learning project, its implementation, and goal.
6. Contact information – name, position, institution, address, email, phone number, fax

You may also want to include: time needed for completion, materials needed, approximate cost, descriptive keywords, etc. Ideally a project plan should also include a brief description of any safety issues or risk involved with the project.

Quality Standards

The criteria for quality service-learning project ideas are grounded in the following criteria:

1. *Duration and Intensity.* The service-learning has sufficient duration and intensity to address community needs and meet specified outcomes.
2. *Meaningful Service.* Service-learning actively engages participants in meaningful and personally relevant service activities.

3. *Youth Voice*. Service-learning provides youth with a strong voice in planning, implementing, and evaluating service-learning experiences with guidance from adults.
4. *Diversity*. Service-learning promotes understanding of diversity and mutual respect among all participants.
5. *Reflection*. Service-learning incorporates multiple challenging reflection activities that are ongoing and that prompt deep thinking and analysis about oneself and one's relationship to society.
6. *Progress Monitoring*. Service-learning engages participants in an ongoing process to assess the quality of implementation and progress toward meeting specified goals, and uses results for improvement and sustainability.

All of these criteria would be included in high-quality project ideas. Project ideas considered by our panel of service-learning advisors to demonstrate especially good adherence to these standards will be featured in the database as exemplary submissions.

