

Life Event Planning is an *individual* or *team event* that recognizes participants who apply skills learned in Family and Consumer Sciences courses to manage the costs of an event. An event is defined here as any upcoming occasion that will bring changes and/or new experiences and accompanying financial challenges. Participants select an upcoming event in their lives, determine the amount they can budget for the event, and prepare in advance an event *portfolio*. Participants present the *portfolio* to the evaluators.

NEW JERSEY CORE CURRICULUM STANDARDS

- 3.1 Understand and apply the knowledge of sounds, letters, and words in written English to become independent and fluent readers, and will read a variety of materials and texts with fluency and comprehension.
- 3.3 Speak in clear and concise organized language that varies in content and form for different audiences and purposes.
- 3.4 Listen actively to information from a variety of sources in a variety of situations.
- 3.5 Access, view, evaluate, and respond to print, nonprint, and electronic texts and resources.
- 8.1.12.A.2 Produce and edit a multi-page document for a commercial or professional audience using desktop publishing and/or graphics software.
- 8.1.12.A.3 Participate in online courses, learning communities, social networks, or virtual worlds and recognize them as resources for lifelong learning.
- 8.1.12.F.1 Select and use specialized databases for advanced research to solve real-world problems.
- 9.1.12.A.1 Apply critical thinking and problem solving strategies during structured learning experiences
- 9.3.12.C.2 Characterize education and skills needed to achieve career goals, and take steps to prepare for postsecondary options, including course selections, assessments, and extra-curricular activities.
- 9.3.12.C.3 Develop personal interests and activities that will support declared career goals and plans.
- 9.1.12.F.2 Demonstrate a positive work ethic in various settings, including the classroom and during structures learning experiences.
- 9.3.12.C.5 Identify transferable skills in career choices and design alternative career plans based upon those skills.
- 9.3.12.C.6 Develop job readiness skills by participating in structures learning experiences and employment seeking opportunities.
- 9.3.12.C.7 Pursue a variety of activities related to career preparation (e.g., Volunteer, seek employment, apply for training grants, higher education grants and loans.)
- 9.4.12.E.58 Facilitate professional practice by employing project and strategic planning skills for projects.
- 9.4.12.F.5 Discuss economic principals and concepts that are fundamental to financial decisions.
- 9.4.12.F.5 Evaluate and use information resources to accomplish specific tasks.
- 9.4.12.J.18 Conduct technical research to gather information necessary for decision-making.

EVENT CATEGORIES

Junior: through grade 9

Senior: grades 10-12

Occupational: grades 10-12

ELIGIBILITY

1. A chapter may register one (1) entry in each event category. An entry is defined as one (1) participant or one (1) team comprised of a maximum of three (3) members. An event category is determined by a member's grade in school and affiliation status.
2. Participation is open to any affiliated FCCLA member.
3. The Life Event Planning project must be planned and prepared by the participant(s) only. Supporting resources are acceptable as long as participants are coordinating their use and resources are cited appropriately verbally and/or in print during the presentation to avoid false credit for unoriginal or non-participant work.
4. The project must be developed and completed within a one-year span beginning July 1 and ending June 30 of the school year before the National Leadership Conference.
5. Participant(s) must have completed a course or a unit in consumer management or financial education in a Family and Consumer Sciences program or must have completed a unit of the FCCLA Financial Fitness National Program.

PROCEDURES & REGULATIONS

1. Participants will select an event that will be used as the basis for the Life Event Planning project. An event is defined here as any upcoming occasion that will bring changes and/or new experiences and accompanying financial challenges. Examples of events include, but are not limited to:
 - Preparing to move into a dormitory room
 - Hosting a party/other celebration
 - Operating a vehicle for one month
 - Taking a school or personal trip
 - Hosting a family reunion
 - Paying initial costs of a new job
 - Managing the costs of attending the prom
 - Paying school expenses for one grade level
2. Each entry will submit a *portfolio* at the Competitive Events registration table at the State Leadership Conference.
3. Participant(s) may have up to 5 minutes to set up for the event. Other persons may not assist.
4. The oral presentation **should be 5 to 10** minutes in length.
5. If audio or audiovisual recordings are used, they are limited to 1 minute playing time during the presentation. **Note:** A PowerPoint presentation is not appropriate for this event.
6. Following the presentation, evaluators may interview the participant.
7. Evaluators will use the rating sheet to score and write comments for each participant.
8. A table will be provided.
9. Spectators may not observe any portion of this event.
10. One individual from each event category may be chosen to represent New Jersey at the National Leadership Conference.

Presentation Elements:

Allowed: *Audio, Easel(s), Large Newsprint Charts, Portfolios, Visual Equipment, Visuals*

Not Allowed: *Costumes/Uniforms, File Folders, Laser Pointers, Manuals, Props/Pointers, Skits*

LIFE EVENT PLANNING SPECIFICATIONS

Portfolio

The *portfolio* is a collection of materials used to document and illustrate the work of the project. Materials must be contained in a standard binder (no larger than 12" high, 11" wide, and 1½" in depth). A decorative and/or informative cover may be included. All materials, including the divider pages and tabs, must fit within the dimensions above. The binder/notebook must contain no more than 31 pages: 1 *project identification page*, 1 table of contents page, 0-5 divider pages, 1-2 *Planning Process* summary page(s), 1-3 profile of event page(s), 3-12 comparison shopping pages, 1-5 event plan page(s), and 1-2 resource summary page(s). All pages must be one-sided only. All pages except divider pages must be 8½" x 11". The portfolio will be submitted at Competitive Events registration at the State Leadership Conference.

Project Identification Page	One 8½" x 11" page on plain paper, with no graphics or decorations; must include participant's name, chapter name, school, city, state, FCCLA national region (North Atlantic Region) and project title.
FCCLA Planning Process Summary Page	One to two 8½" x 11" page(s) summarizing how each step of the Planning Process was used to plan and implement the project; use of the Planning Process may also be described in the oral presentation. Each step is fully explained.
Profile of Event	One to three pages containing a profile of the selected upcoming event; must include type of event (see examples in event description), date of event, a description of the role of needs and wants in the situation, a goal statement(s) for the project, a description of the role of values and/or priorities in the situation, and a summary of challenges involved in developing a workable financial plan.
Comparison Shopping	Three to twelve pages; must include evidence of comparison shopping for at least five goods and/or services; graphics may be used; develop your own format. Comparison shopping is defined here as an examination of the costs and features of two or more forms or sources of a specific product or service.
Event Plan	One to five pages using the chart format provided (see sample below); must include sources and amount of income budgeted, a list of all products/services to be acquired, sources selected, key features considered, quantities, unit costs, and total costs. Graphics may be used.
Resource Summary	One to two pages; must include list of at least six resources, both human and nonhuman, used to complete the project, including sources of product/service information and sources of advice; use an organized, consistent format; include a paragraph at the beginning of the list to summarize what was learned about use of resources while completing the project.
Appearance	Portfolio must be neat, legible, and professional and use correct grammar and spelling.

Oral Presentation

The oral presentation **should be 5 to 10** minutes in length and is delivered to evaluators. The presentation is to describe research and planning efforts in detail. The portfolio will be used by the participants during the oral presentation. Participants may use visuals including posters, charts, slides, transparencies, presentation software, and audiovisual equipment.

Organization/Delivery	Deliver oral presentation in an organized, sequential manner; concisely and thoroughly summarize research.
Knowledge of Subject Matter	Demonstrate knowledge of event planning.
Explanation of Financial Situation	Clearly and thoroughly explain the role of needs, wants, goals, values, priorities, and challenges in the financial situation.
Explanation of Decisions Involved in Financial Plan	Explain a minimum of three decisions that were involved in the financial plan.
Summary	Summarize ways in which planning a financial situation was helpful.
Use of Portfolio and Visuals	Use portfolio to describe all phases of the project. Use original, creative, and appealing visuals to enhance the presentation.
Voice	Speak clearly with appropriate pitch, volume, and tempo.
Body Language / Clothing Choice	Use appropriate body language including gestures, posture, mannerisms, eye contact and appropriate handling of visuals and notes or note cards if used. Wear appropriate clothing for the nature of the presentation.
Grammar / Word Usage / Pronunciation	Use proper grammar, word usage, and pronunciation.
Responses to Evaluators' Questions	Provide clear and concise answers to evaluators' questions regarding project. Questions are asked after the presentation.

Sample Excerpt: Event Plan

Name of Member Iwanna B. Prepared Date November 32, 20XX

Title of Financial Planning Project "Happy Birthday, Sis"

Goal To host a surprise birthday party for my sister and pay all costs myself

INCOME		EXPENTITURES						
Source	Amount of Income	Product	Service	Source	Key Features	Quantity	Cost	Total Cost
Income, part-time job	\$225	NA	Rent clubhouse	Local civic-clubhouse	Low cost, safe neighborhood, space to dance	1 day and night	\$75-25 (deposit returned)	\$50
Savings	\$200	Vegetable Tray/Dip	NA	Neighborhood Deli	Low cost, tasty, healthy	1 to feed 50 people	\$35	\$35

Life Event Planning Rating Sheet

Name(s) of Participant(s) _____ School _____

Category: _____ Junior _____ Senior _____ Occupational

INSTRUCTIONS: Write the appropriate rating in the “Score” columns. Make comments to help participants identify their strengths and areas for improvement. Use the back of the sheet if necessary. Total points.

Evaluation Criteria	Poor	Fair	Good	Very Good	Excellent	Score	Comments
PORTFOLIO							
FCCLA Planning Process Summary	0-1	2	3	4	5		
Profile of Event: Role of Needs/Wants, Goal Statement(s), Role of Values and/or Priorities, Description of Financial Challenges	0-2	3-6	7-9	10-12	13-15		
Comparison Shopping: Format, Sources Identified, Key Considerations, Quantities of Goods and Services	0-2	3-4	5-6	7-8	9-10		
Event Plan: List of Products/Services, Quantities and Costs	0-2	3-6	7-9	10-12	13-15		
Resources Summary: Variety of Resources, Format Used, Summary of Learning	0-2	3-4	5-6	7-8	9-10		
Appearance	0-1	2	3	4	5		
ORAL PRESENTATION							
Organization / Delivery	0-2	3-4	5-6	7-8	9-10		
Knowledge of Subject Matter	0-1	2	3	4	5		
Explained Financial Situation: Needs and Wants, Goals, Values and Priorities, Financial Challenges	0	1	2	3	4		
Explained Decisions Involved in Developing Financial Plan for Event	0-1	2	3	4	5		
Summary of Ways in which Financial Planning was Helpful	0	1		2	3		
Use of Portfolio & Visuals	0-1	2	3	4	5		
Voice, Body Language, Clothing, Grammar and Pronunciation	0	1	2	3	4		
Responses to Evaluators' Questions	0	1	2	3	4		

Total Score _____

Verification of Total Score (please initial)

Evaluator _____

Room Consultant _____

LIFE EVENT PLANNING

2011-2012

STAR EVENT

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Lead Consultant _____

Circle Rating Achieved:

Gold: 90-100

Silver: 75-89

Bronze: 60-74