

**Mosaic 2022-2023**  
**Celebrating Diversity Through Creative Writing**  
**Submission Guidelines**

**Guidelines:**

- Entries should be in the form of an essay, short story, or poem (including a spoken word or written version of a rap) that reflects the theme “My Culture.”
- Each school may submit a maximum of **5 entries per grade level**, of any entry type.
- Each entry must be submitted electronically online at <https://www.folmc.org/events-calendar/mosaic/teachers/>
- Submissions must be an original literary work by the student identified on the entry form. Students must check the box confirming he/she is the original author on the entry form.
- Entries **may not** include images, introductions, or special fonts.
- Student names may not be included in the text of the entry.
- Submissions should adhere to the following style guide:
  - Calibri, Size 11
  - Single-spaced format with an extra line between paragraphs
- Handwritten, scanned, or emailed entries will not be accepted.
- The following information must be completed online with each entry:
  - Student name
  - School name
  - Grade level
  - Parent/Guardian name, phone, and email (**not a MCPS email address**)
  - Entry category (essay, short story, or poem)
  - There is an optional race/ethnicity/cultural background question. Please note, this information is only collected for statistical purposes.
  - **DO NOT use a student email address.** Students will be invited to the award ceremony via email. School addresses do not permit emails from folmc.org and students may not receive critical information. *If a student does not have another email address, please use the contact teacher email. That teacher will then be responsible for updating the student.*
- Entries are scored based on a weighted rubric of three sections:
  - Voice (x2): evident cultural/ethnic background, creates an interesting and vivid impression, expresses experiences in a personal and insightful way.
  - Grammar, Use, & Mechanics (x1): verb subject agreement, few grammatical errors, uses descriptive word choices and literary devices.
  - Organization (x1): has central ideas and theme, proper sentence structure, uses appropriate text organization.
- **Failure to follow the above submission guidelines may disqualify a student.**

**Important Dates:**

- **November 30, 2022:** School Participation Forms due online at <https://www.folmc.org/events-calendar/mosaic/teachers/>
- **February 1, 2023:** Student entries due online at <https://www.folmc.org/events-calendar/mosaic/teachers/>