ECO-UNESCOs Young Environmentalist Awards
Project Report Template

Group name: _____

Registration number: _____

Project Title: _____

In your report you should try to show how you met the criteria outlined in the Judging Criteria. You should show evidence of team work, research, action and engagement at all stages of the project. Please see the Judging Criteria table at the bottom of this document for some examples of evidence you can use. Please list all additional materials included and write your registration number on them.

You are carrying out an environmental project which follows the '6 Steps to Success' programme. Please find below helpful headings under which you should write your project report. Also note some question guides to help you. All of the questions may not apply to your team or project as each project is unique. You may also want to include some additional information which is not asked for here. Please add in all of the information you gathered, all of the actions your team took and include all of your learning outcomes. This is to ensure your report provides us with a good representation of what your team undertook and achieved. Please read our Terms and conditions.

Project Summary: Date: _____

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Step 1: Decide on a Team

Team names:

How did you get your team together?

What team building exercises did you implement?

- Group contract

- Skills analysis

- Other

Please include any additional worksheets used, such as a copy of your group contract or skills analysis.

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Step 2: Decide on an Environmental Issue

What issue did you choose? Why?
How did the team choose the environmental issue?
Where will the project take place?
What made you settle on this issue?
Why is the issue important to your group?
What are the causes and effects?
Evidence of linking local to global
    How did your project impact your local community?
    What impact might your project have on a global level?

Include all research, any worksheets used and evidence of brainstorming.

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Step 3: Develop an Action Plan

Provide evidence of project planning (timelines, deadlines, tasklists) and include any worksheets and tools used.

Aims and Objectives:

Aim: What is the main aim of your project? What does the group want to achieve?

Aims are often more ideals and not action based and use verbs such as encourage, assist, enhance, empower.

Objectives: Objectives are more action based and use verbs that are action based such as to undertake, to complete, to carry out, to finalise etc. It is through achieving these more specific objectives that you reach your aim!

What is your action plan and how did it develop?

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Step 4: Taking Action

Detail what your group did, the relevance of action to project aims and objectives and what your project achieved.
What obstacles did your team face? How did the team overcome these obstacles?

Include evidence of the actions your team have carried out (Video Diary, Photo scrap book, Project Diary, Song / music, Drama, Art (sculpture), website, social media campaign, multi media pieces, video advert etc).

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Step 5: Record Your Project

Submit this project report and any additional media/materials used.

Please list all additional pieces below and mark them clearly with your registration number.

(Consider also) **Monitoring and Evaluation**
How will the progress of the project towards its aims and objectives be monitored?
How will the team know if the project has achieved its aims?

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Step 6: How did your team raise awareness

Innovation and creativity score highly!!

Remember you can raise awareness within your school/youth group, the wider community and external schools, groups and organizations.

Include examples of any posters, leaflets or other material used to raise awareness and photos of awareness raising days/activities, Newspaper clippings, Social media campaigns, websites, apps etc.

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Personal Development

Provide evidence of learner development, including environmental knowledge, skills and future action.

Include Teacher/Leader evaluation sheet and participant evaluation sheet, as well as written accounts from group members outlining their personal development as a result of doing the project.

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Complete if applicable:

Is there a follow-up plan for this project:

Can your project be replicated in other local areas, if so, how?