

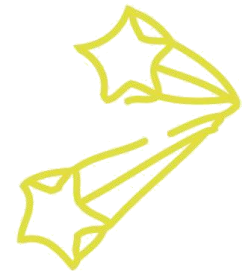


Foróige Youth Citizenship Programme



Guidelines for

Completing the Project Description Form



Introduction

Foróige sees young people not as consumers; but as creators of change who make the world a better place. This event is all about celebrating this talent in young people.

The upcoming youth citizenship showcase will recognise young people involved in Foróige who have contributed to their community or society and have brought about positive change to the quality of life and wellbeing of others.

If your group would like to participate in this event you **must** fill out the Project Description Form or the Expression of Interest Form included in this pack and return it to Foróige Head Office by **31st May 2013**.

Structure of the Project Description Form

Section 1 - of the form is to be filled out by volunteers/staff.

Section 2 - is to be filled out by the young people. This means answering eight questions regarding the project. This year we are also allowing young people to submit their answers to the questions in section 2 through the medium of film. Please see note below for more details on this option*.

Section 3 - has space to include two photographs of your project, along with a caption.

Section 4 – is the Declaration which should be signed by a young person involved in the project on behalf of the group.

The Project Description Form is designed to enable your group to communicate the true essence of your citizenship project by describing what you did, how and why you did it and what you learned from the whole experience. We would like you to write it in your own unique style with enthusiasm and passion.

However, it's important to focus on the questions outlined as your report will be assessed on the basis of these questions.

***Note:** Section 2 of the Project Description Form can be entered by way of a film created by the young people involved in the project, but it must answer clearly all eight questions in the section and **be no more than five minutes in length**. If you are submitting section 2 by way of film, please do not forget to submit all other sections of the Project Description form to have a valid entry. The film must be submitted on memory stick or DVD along with the other 3 fully completed sections of the form by the deadline provided.

Guidelines for Answering the Eight Questions in the Project Description Form

1. What did you do?

Describe what you did in your own words. For example: describe specific actions that were taken, when they occurred and who was involved. It is also important to describe any research or investigation you undertook in the community as part of the project.

2. Why did you do it?

Give reasons why you chose this project and not another one. What were the aims of your project and why were these important? Describe the need/issue you were trying to address and what you learned about it initially.

3. How did you organise your project?

This question focuses more on **how** you went about doing things rather than what you did. For example: how you made decisions, how you organised yourselves, how you planned the project, what you did first, how individuals contributed.

4. How did the community or group you helped benefit from your project? How do you know this?

Describe the impact the project made on others and the community. Give specific examples that would indicate this to you. Specific feedback from the community would be very useful as an indicator.

5. What did the members of the group learn from their involvement in this project? How do you know this?

Here it is important to describe the impact the project has made on your group and the difference in them now as a result. This could be new attitudes, skills or new ways of thinking. Quotes from young people would be very useful.

6. What do you now understand about your community or the group you helped that you did not know before?

Here it is important to outline how your understanding of the issue/community has developed. What new insights did you get?-what new understanding of others? -what knowledge about community needs/resources?

7. What further action (if any) will you take on this project?

Outline your plans (if any) for continuing with this project or this area of work in the future.



8. If you were to summarise your project in a tweet (140 characters or less) what would it be?

Outline very briefly (140 characters) what the project is about as if you were using twitter to describe it.

The Foróige Citizenship Programme has three main elements

Awareness:

This is simply about developing your understanding: - understanding of others in society; understanding of your community, its needs/issues/resources/people.

Action:

In order to bring about change you need to organise and carry out good action. This action also needs to be based on a good understanding of what is needed.

Evaluation:

Action on its own is not enough. You need to think about what you are doing and reflect on it. In this way you learn from experience and increase your understanding

These three elements interact with each other and form the process by which young people become active and socially aware citizens in their community and in society.

Diagram of Citizenship Model

