EXCELLENCE PROJECT

Briefing Document

What is an Excellence Project?

The Green Impact Excellence Project is an option for Green Impact teams who have received a Silver Award in previous years. This option can be taken if you’d like to take a break from the regular actions and put your work into a larger project with a single, larger, impact.

The Excellence framework gives teams the opportunity to work creatively on bigger-picture sustainability initiatives in partnership with other staff, students and in some cases, the wider community.

How does your team benefit?

- The project affords your team the opportunity to ‘kick-start’ an idea that will make a real impact for years to come.
- You can focus on a topic that affects your specific area of work without worrying about completing smaller, more generic actions.
- The project will widen the reach of your work - the Project has room to work with other Green Impact teams, other students, staff, or members of your wider community.
- Visibility - your project will attract attention - your team will be seen as a leader and you can use the project as an opportunity to demonstrate the commitment your team has to sustainability.

What does an Excellence Project look like?

Your project can be developed in collaboration with the Sustainability Team, or you can choose to lead the project with support from the Sustainability Team. The most successful projects tend to result from teams that lead themselves, tackling issues that are particularly relevant to your area of work, or where there are existing skill sets or passion from team members.

Your project can be on any topic, as long as it aims to improve the environmental or sustainable performance of the University (which includes increasing the engagement from staff and students).
How is the Excellence Project assessed?

Projects are assessed in the following areas:

- A level of **impact** has been demonstrated, ideally based on measurable metrics and KPIs.
- The number (and quality) of **stakeholders** involved in the project, ideally including a range of people from both inside and outside the University.
- The **innovation** of your idea, with the project ideally tackling an area not covered by actions in the toolkit, or exploring existing topics in greater depth.
- Lessons learned and new **good practice** that have been identified and can be shared with other teams.

Points will be awarded by a subject specialist in the Sustainability Team for these areas as follows:

- 0 - does not meet criteria
- 1 - Marginal
- 2 - Meets expectations
- 3 - Exceeds expectations

Teams are required to achieve a minimum of 10 points overall to receive an award for the Excellence Project:

- 10 - Pass
- 11 - Merit
- 12 - Distinction

**Excellence Project logistics**

You will be supported by the Sustainability Team to develop and deliver an impactful project during the Green Impact project cycle. A complete project will include the following four stages:

**A project title/focus**
You will need to determine what your project will focus. Discuss this with the Sustainability Team to ensure it has the potential to be an impactful project. You will not be assessed on your project title.

**A project plan**
Use the template document provided to summarise your project aims, objectives, key performance indicators and create a SMART action plan.

**A project update**
Use the template document provided to give a summary of how your project is progressing at the half way point.

**A project report**
Use the template document provided to produce a final report of your project’s successes.