Green Impact
Excellence Project Update Template

Use this template to provide a brief update on your progress with your Excellence project. If you prefer, you can instead provide a verbal update on each of the headings below to your Green Impact lead (greenimpactteam@admin.cam.ac.uk) directly. Remember to give your Green Impact lead enough notice to schedule a meeting ahead of the deadline.

Name of team:
Department or college:
Project title/focus (from project plan):

Brief summary of progress
Please provide a short summary of your achievements against your project aim(s) so far.

Progress against each project objective
Objective a)
Objective b)
Objective c)

Stakeholder engagement update
Please give a brief update on your progress in engaging or working with the stakeholders identified in your project plan.

Project difficulties and opportunities
Provide a short summary of any difficulties you have faced so far, or any additional opportunities realized through the project that you weren’t expecting. If any changes were required to your originally planned project as a result of these, please outline these changes here.

Key Performance Indicators / KPIs
Please provide an update on progress against each of your chosen KPIs at this stage (if data is available).