

# Green Impact Excellence Team Briefing

This document aims to equip University of Cambridge Green Impact (GI) teams with the knowledge of how to complete a successful Excellence project. In this document you can find out more information on:

1. What is Excellence?
2. Who takes part?
3. What is an Excellence project?
4. How does Excellence work?



## What is Excellence?

Green Impact Excellence is a single project that allows teams who have achieved a Silver award within the Green Impact workbook in previous years to take a break from the 'normal' workbook. 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. It is a great chance for you and your team to do one project 'in-depth' and contribute something bigger to the organisation.

## Benefits for your team

- You can use this as an opportunity to kick start a sustainability idea that is bigger than your GI workbook, focusing on a topic of particular interest for your team.
- Have substantial, lasting impact if, due to circumstances such as COVID-19, the standard workbook is not a feasible option.
- Widen the reach of your Green Impact – you can engage people outside of your team - could work with another GI Team, other staff, students or your community.
- Demonstrate to other staff and students the sustainability commitment of your GI team.
- An 'Excellence' award slate, and a write-up of your project on the Cambridge Green Challenge website.
- A break from the online workbook!

## What does an Excellence project look like?

Your project can be developed in collaboration and with support from the Sustainability Team, however the most successful projects will result from issues that are particularly relevant to the team itself, or where there are existing skills or interest within the team.

Possible projects could be:

- A review of sustainable procurement practices, for instance working with suppliers to drive down waste and increase efficiency.
- A review of sustainable transport practices within the team or across the University, for instance introducing a pool bike scheme or electric vehicles.
- Working to embed education for sustainable development into teaching.
- Creating a programme to engage students to help green the department.

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- Auditing and addressing an area of particular impact, for instance scientific equipment.
- Exploring sustainable conferencing options, conducting research with clients and creating more sustainable packages.
- Biodiversity and engagement projects – working to enhance local nature or work with community groups.
- Anything else interesting and relevant!

There are no limitations on the subject area for a GI Excellence project, other than it aims to improve the environmental/sustainability performance of the organisation and/or increase others' engagement with sustainability. View last year's Excellence projects and [here](#) and the 2019/20 projects [here](#).

Your project will be judged on how well it meets the following criteria: A) Showing a level of impact, ideally based on measurable metrics and KPIs. B) Involving stakeholders in the project, ideally including a range of people within and/or outside of the department or institution. C) Demonstrating innovation, with the project ideally tackling an area not covered by actions in the Green Impact Bronze-Gold workbook, or exploring existing topics in greater depth. D) Generating lessons learnt and new good practices that can be shared with other teams.

## How does Excellence work?

You will be supported by your organisation to develop a strong project idea and complete it throughout the Green Impact year.

In order to complete your project, you must complete just four stages.

- 1. A project title/focus** – you will need to determine what your project will focus on first. Discuss this with your organisation lead to ensure it is focussed enough to become a strong project. You will not get assessed on your project title. (deadline: 14 November 2021)
- 2. A project plan** - you can use the template document we will provide to summarise your project aims, objectives, KPI's and create a simple SMART action plan. (deadline: 12 December 2021)
- 3. A project update** - again, use our template to give a quick summary of where your project is up to at the half way point (deadline: 27 February 2022).
- 4. A project report and case study** – a final report of your project and where it succeeded, where it faltered and what potential there is for developing this further across the organisation (deadline: 15 May 2022).