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**Project Case Study Template**

**Dear Community Sports Provider/LTO as part of your funded AEF Sports and Youth Crime Prevention project or projects you have been funded by Active Essex or one of our partner agencies, can you please complete the project case study below.**

**What is this Case Study Template designed to capture?** It is designed to describe the activities provided by an organisation & capture information about the difference this work has made.

**Overview Content**: The project case study form has been designed to capture and demonstrate the difference your project has made to the young people it has supported/worked with. It will also help to showcase your learning journey, what has worked well, and challenges faced.

**Project Case Study**

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| --- | --- |
| **Who** | Name of lead organisation delivering the project |
| **Name of project** | Please detail which project this case study refers to |
| **Date of project** | Start and Finish date (if relevant or date for reporting period) |
| **Type of project** | Primary, Secondary or Tertiary intervention (please state) |
| **Why** | Reasons for the project. E.g Was there a specific problem in your local area that your project aimed to address (e.g. gangs, knife crime, youth related ASB) and/or funded to support youth justice secondary or Tertiary intervention? |
| **Where** | Location where the sessions take place (*geographic area and type of venue*) |
| **When** | When do the sessions take place? (e.g. what days, times, how long) |
| **How Many** | Approximately how many young people have attended and the typical profile of attendees (e.g. gender split, age range, ethnicity, disabilities)? |
| **What** | What activities have been provided *(provide details about the session(s)/project – what types of activities are provided, format and style, involvement of partners, mentoring, life skills and/or any specific training courses offer to the young people etc)* |
| **How** | How were the young people you were looking to ‘target’ made aware of your project and/or activities?  e.g. referral via youth justice team, signposted, word or mouth, targeted promotion through education and/or other agencies. |
| **Partners** | Have any other partner organisations supported the project? (if yes, which organisations and what support did they provide?) |
| **Volunteers** | Did any adult volunteers support the sessions (if yes – how many and ages)  Did you engage youth volunteers or provide training to young people to become volunteers (if so, how many and ages?) |
| **Difference made** | What has been the main benefits/difference this project has made to the young people that have attended or the local community? (Please include any data, e.g. changes in behaviour attitude and participation, increased reliance and confidence and mental health and well-being, more engaged in sports and physical activities, increased attendance in education, gained employment etc) |
| **Sports involvement** | Can you describe what were the outcomes of using sports and physical activities as part of your project?  Can you detail, if known, how many of the young people on your project have gone from inactive to active as a result of your work/sessions. |
| **Key Success Factors** | What factors do you think helped your project to be successful (e.g. the right staff, training for staff as detailed within the Theory Of Change model of working documentation ([Sport and positive Outcomes Theory of Change091120.pdf (streetgames.org)](https://network.streetgames.org/sites/default/files/Sport%20and%20positive%20Outcomes_Theory%20of%20Change091120.pdf) |
| **Challenges & Changes** | Did you face any particular challenges in delivering this project? *(e.g. funding, timescale, struggle to attract participants/ low referrals or secure a suitable venue).*  Would you do anything differently if you were starting again? |
| **Plans for the future** | Do you have any plans to continue or further develop this area of work with young people? |
| **Any additional comments** |  |
| **Feedback/quote** | Could you please summaries what you feel has been the success and/or learning from this project? |
| **Additional Info** | Include – if you have any photos, logos or quotes (e.g. from participants or partners etc) you’d like to share or additional evidence which demonstrates the impact of your project. |
| **Project Contact** | Contact name and email/phone number for the project lead |

N.B – The **content for any case study must be ‘signed off’** and approved by the relevant project lead and/or individual and explained where it may be used.

Parental consent must be gained for any case study which focuses on an individual under 16 years.

\*The name may be changed to anonymise.

If completing a paper copy, please return to: [AEFSportsandYouthCrimePrevention@activeessex.org](mailto:AEFSportsandYouthCrimePrevention@activeessex.org)