

ASPIRE Community-Based Project Guidelines

Project Report Requirements

Your ASPIRE Community-Based Project report should provide a comprehensive overview of your project, detailing the problem you addressed, the background research conducted, the solution you implemented, and its impact. The final report should be **2-3 pages in length** and include the following sections:

1. Problem Statement (1-2 paragraphs)

- Clearly define the problem or challenge your project aims to address.
 - Provide context on why this issue is significant and relevant to your community or a specific group.
 - Describe any personal connection or motivation you have for selecting this issue.
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2. Additional Background/Research (1-2 paragraphs)

- Conduct research or interviews to gather more information about the problem.
 - Include relevant data, statistics, or expert opinions to support your understanding.
 - Discuss any trends or historical context related to the issue.
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3. Project Solution/Activity Chosen (3-5 paragraphs)

- Describe the solution or activity you selected to address the problem.
 - Outline the steps you took to implement your project, including specific actions and roles.
 - Discuss any partnerships, collaborations, or resources you utilized.
 - Highlight challenges faced during the project and how they were overcome.
 - If applicable, explain how your project evolved or adapted based on feedback or results.
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4. Impact of Chosen Solution (1-2 paragraphs)

- Analyze the effectiveness of your project in addressing the problem.
- Provide any measurable outcomes, testimonials, or feedback received.
- Discuss both short-term and potential long-term effects of your project.

5. Conclusion (1-2 paragraphs)

- Reflect on what you learned from this experience.
- Identify any future steps or plans for continued involvement.
- Explain how this project may influence your future career, volunteer work, or personal growth.

Additional Requirements:

- **Organization & Contact Information:** Clearly list the organization you worked with, including the main contact person and their contact details.
- **Formatting:** Use 12-pt font, double-spacing, and include headings for clarity.
- **Alternative Submissions:** If choosing a portfolio or presentation, ensure all the above sections are accompanied with visuals, text or supporting documents, or media.

Evaluation Criteria:

- Clarity and depth of problem identification and background research.
- Well-organized and detailed description of the project and activities.
- Thoughtful reflection on impact and personal growth.
- Professional presentation, including grammar, structure, and formatting.