**Step One - Prepare List of Actions under Different Headings**

Prepare a list of Actions you would like to complete in the coming one to five years. The actions should be listed under different headings, which could include food, water, waste, etc. But you might also choose actions in areas relating to communication, education, celebration, lobbying, outreach, wellbeing, etc.

**Water**

1. Only take a shower once a week
2. Have a Water Butt for summer spraying

**Travel**

1. Travelling by car reduce speed to 80 km

**Food**

1. Try to buy less food in packages.
2. Grow some vegetables and eat at least 1 or 2 Vegetarian meals a week.
3. Trying to compost most domestic food waste.

**Consumption**

1. Try to reduce my buying of clothes.

**Communication**

1. Recommend less purchasing of clothes to my family.

**Travel**

1. Mainly use public transport

**Biodiversity**

1. Plant garden with Pollinator friendly plants
2. Saving some native tree saplings to plant on a farm.

**Energy,**

1. Heating of home –install Solar Panels
2. Partial retrofit of a Building – attic insulation

**Community**

1. Recommend the local Environmental group start a community garden and composting system.

**Community Building and Advocacy**

1. Attend the “Fridays for Future” campaign as often as possible.

**Advocacy and Education**

1. Taking some time to change attitudes that this planet belongs to all and that we must care for it especially for people in Global South.

**Step Two - Evaluate the impact, approximate costs and feasibility of your actions.**

**Sample Worksheet Completed Below -** Each action should be listed with its relevant heading.

|  |  |  |  |
| --- | --- | --- | --- |
| **Identify Actions in Waste & consumption, Travel & Energy, Food & Water and Biodiversity** | **Climate / biodiversity benefit** | | |
| **Cost / Ease of Implementation** | **Small effect** | **Medium effect** | **Large effect** |
| **Low cost / easy** | **Water**  Only take a shower once a week  **Travel**  Travelling by car reduce speed to 80 km  **Food**  Try to buy less food in packages. | **Consumption**  Try to reduce my buying of clothes.  **Communication**  Recommend this latter action also to my family.  **Travel**  Mainly use public transport  **Biodiversity**  Plant garden with Pollinator friendly plants | **Food & Food Waste**  Grow some vegetables and eat at least 1 or 2 Vegetarian meals a week.  Trying to compost most domestic food waste and  **Community**  Recommend these to the local Environmental group |

|  |  |  |  |
| --- | --- | --- | --- |
| **Identify Actions in Waste & consumption, Travel & Energy, Food & Water and Biodiversity** | **Climate / biodiversity benefit** | | |
| **Cost / Ease of Implementation** | **Small effect** | **Medium effect** | **Large effect** |
| **Medium cost/difficulty** | **Water**  Have a Water Butt for summer spraying | **Biodiversity**  Saving some native tree saplings to plant on a farm. | **Community**  Attend the “Fridays for Future” campaign as often as possible.  **Energy**  Partial retrofit of a Building – attic insulation |
| **High cost / difficult** |  | **Advocacy/Education**  Taking some time to **change attitudes** that this planet belongs to all and that we must care for it especially for people in Global South. | **Energy,**  Heating of home –install Solar Panels |

**Step Three - Identify who in our Community would like to get involved in each actions?**

After speaking to your community members you can complete this table to see how many people interested in each action (as shown below) and have the most support. However, the group may decide to focus on another action if the group feel it would be more impactful to do so.

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
|  | Action |  |  |  |  |  |  |
| 1 | Only take a shower once a week | \*\*\*\* | \*\*\*\* | \*\*\*\* | \*\*\*\* |  |  |
| 2 | Have a Water Butt for summer spraying | \*\*\*\* | \*\*\*\* | \*\*\*\* |  |  |  |
| 3 | Travelling by car reduce speed to 80 km | \*\*\*\* |  |  |  |  |  |
| 4 | Try to buy less food in packages. | \*\*\*\* | \*\*\*\* | \*\*\*\* |  |  |  |
| 5 | Grow some vegetables and eat at least 1 or 2 Vegetarian meals a week. | \*\*\*\* | \*\*\*\* | \*\*\*\* | \*\*\*\* |  |  |
| 6 | Trying to compost most domestic food waste. | \*\*\*\* | \*\*\*\* | \*\*\*\* |  |  |  |
| **7** | **Organise a plant based food day** | \*\*\*\* | \*\*\*\* | \*\*\*\* | \*\*\*\* | \*\*\*\* | \*\*\*\* |
| 8 | Try to reduce my buying of clothes. | \*\*\*\* | \*\*\*\* |  |  |  |  |
| 9 | Recommend less purchasing of clothes to my family. | \*\*\*\* | \*\*\*\* |  |  |  |  |
| 10 | Mainly use public transport | \*\*\*\* | \*\*\*\* | \*\*\*\* | \*\*\*\* |  |  |
| 11 | Plant garden with Pollinator friendly plants | \*\*\*\* | \*\*\*\* | \*\*\*\* |  |  |  |
| 12 | Saving some native tree saplings to plant on a farm. | \*\*\*\* | \*\*\*\* | \*\*\*\* |  |  |  |
| 13 | Heating of home –install Solar Panels | \*\*\*\* | \*\*\*\* | \*\*\*\* | \*\*\*\* | \*\*\*\* |  |
| **14** | **Partial retrofit of a Building – attic insulation** | \*\*\*\* | \*\*\*\* | \*\*\*\* | \*\*\*\* |  |  |
| 15 | Recommend the local Environmental group start a community garden and composting system. | \*\*\*\* | \*\*\*\* | \*\*\*\* |  |  |  |
| 16 | Attend the “Fridays for Future” campaign as often as possible. | \*\*\*\* | \*\*\*\* | \*\*\*\* |  |  |  |
| 17 | Taking some time to change attitudes that this planet belongs to all and that we must care for it especially for people in Global South. | \*\*\*\* | \*\*\*\* | \*\*\*\* | \*\*\*\* |  |  |

Action 7 and Action 14 were selected to demonstrate the implementation worksheet below.

**Step Four -** Please complete the Implementation Templates for at least two or three of your actions (the most popular, impactful and feasible actions). You only need to do this for the more complicated actions that need some planning and usually financing.

**Action One – Partial Retrofit of Dormitory Building**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Theory of Change - Clarify priorities by defining our project with goals and the path to reach them** | | | | | |
| **Define Problem** | | **Define Project (Action Plan)** | | **Define Solution** | |
| What is the problem we are trying to solve?  What do we want to change: | | What steps are needed to reach our goals? Who is going to do what, where, when, how? (incl.. information and supports we will need | | What are we wanting to achieve?  How will we know when we got there? | |
| What is the situation Right Now;  We wish to reduce spiralling energy bills and reducing energy use is an important climate action.  The building has Poor Insulation | First of All we will;  Contact SEAI  Investigate local contractors  Ask people for their experiences.  Investigate if the building has lots of draughts and is losing heat through the walls or floors. | | After That we will;    Get our current heating bills.  Advice on grants available from SEAI  To vist the SEAI one stop shop for advice on insulation suppliers in our area  To get three quotes for the work  Appoint a contractor to do the work | | In the End;  We will have a more comfortable building that is less expensive to keep at a comfortable temperature. |
| What is already there ... Others have done ..  Some insulation work has already been carried out, double glazed windows have been installed. | In order to be successful we are going to need ...  A reliable contractor  To complete the application for the available grant  The remaining funds to do the work | | | | We are going to stay motivated / connect / celebrate by…  Understanding how much good insulation will reduce our energy bills. |

**Action Two**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Theory of Change - Clarify priorities by defining our project with goals and the path to reach them** | | | | | |
| **Define Problem** | | **Define Project (Action Plan)** | | **Define Solution** | |
| What is the problem we are trying to solve?  What do we want to change: | | What steps are needed to reach our goals? Who is going to do what, where, when, how? (incl.. information and supports we will need | | What are we wanting to achieve?  How will we know when we got there? | |
| What is the situation Right Now;  The food system produces a third of all GHG emissions  Most meals are served with meat and dairy products that produce higher emissions.  We wish to organise a Plant Based Day | First of All we will;  Inform communities of the benefits and reasons for hosting a plant based day. | | After That we will;  Decide on the menu and ensure it is a nutritionally balanced meal. It should be a meal that people look forward to | | In the End;  Possibly something that would become more regular and more frequent  Participants would learn how to prepare simple, delicious and healthy plant based meals.  Encourage people to eat more fruit, veg and legumes and whole grains, nuts and seeds. |
| What is already there ... Others have done ..  There are a lot of information on line and in documentaries such as Forks Over Knives. | In order to be successful we are going to need ...  To get in touch with Plant Based Doctors Ireland who can advise us on the health benefits of healthy plant based eating.  We will need people who are skilful in preparing these meals and in hosting community workshops. | | | | We are going to stay motivated / connect / celebrate by…  Using food as a means to celebrate community and connection while having a smaller impact on the planet. |

**Step Five – only needed for larger projects**

**Project Overview – Scheduling the most Important Tasks**

|  |  |
| --- | --- |
| **Project Description and its People** | **Ways to make progress & protect from overwhelm and burnout** |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Task Name** | **What needs doing?** | **Who is doing it?** | **What do they need in order to be able to do it?** | **When will it be done?** | **Last updated** |
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