**Activity Proposal and Check-List**

This Check-List aims to help you to describe your idea, to identify any support that is needed, and to consider what impact your activity could have in increasing climate action across Horsforth.

| **ABOUT YOU** | |
| --- | --- |
| **Name** |  |
| **Contact detail(s)**  (e.g. email or phone number) |  |
| **YOUR IDEA** | |
| In **ONE SENTENCE**, how would you describe your idea? | *I want to…* |
| **WHO** is this activity aimed at? Who will benefit? |  |
| **WHERE** will this activity take place? (If you don’t know yet, please describe what sort of location / venue is needed) |  |
| **WHEN** would your activity take place? |  |
| Who have you discussed this idea with? (e.g. HCA Hub Worker, HCA Sub Group) |  |
| **HOW WILL YOUR IDEA SUPPORT HORSFORTH CLIMATE ACTION?** | |
| Which **Horsforth Climate Action aims** will this contribute to? (tick all that apply)   * Zero carbon * Nature friendly * Social justice   Which **Horsforth Climate Action objectives** will this contribute to? (tick all that apply)   * Highlights the benefits and normalises climate action * Enables learning about climate solutions * Sharing community success stories * Facilitates community conversations and connections | |
| **SUPPORT - FUNDING** | |
| Will funding be needed? |  |
| If yes, please outline how much is needed, and what it is for: |  |
| **SUPPORT - VOLUNTEERS** | |
| Will any volunteer support be needed **before the activity?** (If yes, please detail tasks which need doing) |  |
| Will any support be needed **during the activity?**  (If yes, please detail tasks which need doing) |  |
| Will any support be needed **after the activity?**  (If yes, please detail tasks which need doing) |  |
| **OTHER THOUGHTS** | |
| Please use this space to share any thoughts, hopes or worries that you have - about planning for your idea |  |

Please return this form to info@horsforthclimateaction.org