



### **Module 5: Project Scoping Plan and Project Summary**

Directions: Please download a copy and complete this Project Scoping Worksheet as the first steps to plan your capstone project. We will review these and then hold small group sessions to conduct the next steps of planning.

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## Project Scoping Plan

*Directions: The following plan is designed to help you begin planning your capstone project – aspects that will aid in completing your logic model and a successful capstone project over the next two years.*

### **What is Needs Assessment or Project Scoping?**

Begin by gaining an understanding. What about the issue are you trying to impact with your project?

- Who is the target audience and what are their characteristics?
- What knowledge, skills, attitudes, or behaviors need to change?
- How can you best accomplish these changes?

See the [Needs Assessment Guide on NOAA's Digital Coast](#).

**Step 1: Environmental Issue:** This is the problem or opportunity that your team or organization needs to address; record what has happened or is anticipated.

- What is the scope of your issue (local, regional, national, global)?
- What are some causes of this issue?
- What are some problems, impacts, or consequences of this issue in South Carolina?
- What are the current viewpoints, opinions, societal, legislative, political factors that influence your issue? *Note: you may want to refer to the previous assignment and discussion in Module 3 that asked you to look at the history and influences on particular issues.* (This section may provide information on the “other influences” section of your logic model.)

**Step 2: Goal:** This is aspirational! This is the overall change your long-term outcome is contributing to.

Focusing on the local scope of the issue, what are some reasonable solutions to this problem? Evaluate these solutions using a bubble map (see template below). Use a different bubble map for each solution.

Propose and *justify* a course of action to take based on your analysis of possible solutions (some of solutions will potentially be modified as your activities on your logic model).



**Step 3:** Target Audience: Who is the target audience and what are their characteristics? (be as detailed as possible. For Example: 4<sup>th</sup> graders from York county. Over 50% title 1 students, etc.) (This information might be modified for the “target audience” section on your logic model.)

This is a detailed description of the recipients and targets of the activities, including their roles (communities, habitats, jobs) and relevant values and perspectives.

- What knowledge, skills, attitudes, and/or behaviors need to change? (This information may contribute to the development of your short, mid, and long term outcomes and outputs.)

**Step 4:**

- 1) Select at least 5 different sources that address your environmental issue (videos, peer-reviewed journals, websites, etc.)

2) Compare and contrast each source for reliability and accuracy. To do this, please fill out a “pros” and “cons” table. (Please use additional space as needed.)

Source	Pros	Cons

3) Research existing education projects or programs on this issue (lesson plans, curriculum, public information campaigns, etc).

**Project Summary:**

Project Title (this is a working title that can be modified)

In one paragraph, what do you plan to do for your capstone project? (Ex.: I plan to create a series of trail signs on our river walk to share the cultural and natural history of the river. In addition to educating walkers about the past uses of the river, the conservation messages will be ‘leave no trace’ and water conservation tips.)