

## Davis Projects for Peace - Summer 2008 Final Report Instructions

### Student Leaders:

Your final report will be submitted on disk to the Davis UWC Scholars office by your campus contact no later than *September 15, 2008*. Your report should be submitted to that college contact for review by the date determined by your school. Please follow the guidelines outlined below for creating your report.

### Formatting Guidelines:

Font: Book Antiqua 10 pt  
Margins: Top - 1"  
Bottom - 1"  
Right - 1"  
Left - 1"

### Header to Include:

Title of Project  
Country where project took place  
College  
Student(s), Student(s) Home Country, Student(s) College, UWC attended (if applicable)

### Submissions to include (details below):

- A. Two-page written report
- B. One page of 2 or 3 project photographs focusing on the interaction between you and the beneficiaries
- C. One-page final budget
- D. Additional Photographs

### A. Two-page Written Report

#### Section I:

- a. Begin with a two-sentence summary paragraph of the goals and intentions of the project.
- b. Continue with a three to five sentence paragraph describing the project and its contribution/impact.
- c. Complete this section with a one to two sentence personal statement suitable for use as a quotation from you as the project leader about how and why the project was valuable.

#### Section II:

Provide details not covered above, including organizing the project, any collaborations, on-the-ground experiences and lessons learned, budget realities, long-term impact and sustainability of the project.

### B. One-page Photography

Include one page of 2-3 photos on the disk with your report to be posted on the website.

### C. One-page Final Expenditures Budget

Include on your report disk

### D. Additional Photography Submissions (optional):

- Submit up to 25 photographs **on a separate disk** to your college contact along with your final report disk

#### Photography Specs:

- Your camera should be 6 megapixels or greater.
- The images should be captured as large jpegs and resolution should be set as fine. We encourage you to shoot a lot of photos in order to ensure greater choices and quality.