

# SUBMITTING YOUR INSPIRATION PROJECT

The purpose of the document is to guide you through the online form that will allow you to submit your inspiration project to the Live DMA website.

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## GENERAL INFORMATION

Project title:

Have you already carried out the project?

When?

Where?

Key words that describe the project:

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## EXECUTING ORGANISATION

Name of the organisation:

Website:

Address:

Contact person:

Email:

Project partner:

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## PROJECT DESCRIPTION

Concrete goals of the project:

Tell the story of the project (detailed description):

Definition of terms or concepts (if necessary):

What was/is the context of the project? Was it in reaction to a specific problem or situation? Why did you decide to do the project? What were your expectations? :

Project process (How) – Different steps of the project:



## EVALUATION

How do you evaluate the project? What went well? What didn't work out as you would have thought?

What was the feedback on the project (testimonies from the audience, participants, etc.)?

What were the concrete achievements of the project?

What would you recommend to an organisation that would like to do a similar project?

What resources did you need for the project (staff members, volunteers, logistics, specific skills, etc.)?

Was the project a one shot? Will there be a follow-up? Was this project part of a long-term activity?

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## ADDITIONAL INFORMATION

Links:

Photos, Audio, Video resources:

Uploads:

Comment: