**Learning Case Study**

**What is a Learning Case Study?** A learning case study provides information about a project or organisation in more detail. It should include evidence of impact, learning and identify success factors.

Ideally it should be looking to illustrate a particular theme (e.g. engaging women and girls, engaging inactives, improved well-being, personal development/routes into employment).

**How long should it be?** Circa 3-4 pages (*may be longer or shorter*)

**Overview Content**: It is designed to share learning and should be analytical i.e. include data and information to evidence what is being said.

**Suggested Content**

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| **Background** | What is the name of the lead organisation?  Where is it located?  Who are the funder(s) and partners involved? |
| **Why** | What was the reason for setting up the project and/or session(s)? *Was there an identified need or target group – what change was wanted?* |
| **What** | What do they do/ have they done*? ( provide short details about the activities provided, venue type, format and style, timing and frequency)* |
| **How** | How were participants and/or volunteers initially engaged? *(e.g. outreach work, links with in-tact groups, taster sessions, referral)*  What methods are used to keep them coming back? |
| **Challenges** | Did they face any challenges along the way / need to make any changes? *(e.g. did they undertake new consultation, seek additional support or funding, change a venue, undertake training, engage young volunteers….)* |
| **What has happened?** | Provide data and information about numbers attending/ *profile (if available include survey feedback, external evaluation quotes, or data from use of any evaluation tools, awards success or recognition)*  What difference has it made? *(is there any evidence to back this up e.g. data and information from partners /feedback and quotes from participants, volunteers, staff or partners)* |
| **Learning** | What have you learnt?  Would you do anything differently if starting again? |
| **Key Success factors** | What factors have helped the project to succeed *(e.g. doorstep sport 5 rights, personnel involved, training or support from partners, innovative ideas)* |
| **Future** | What’s next / future plans? |
| **Contact** | Contact name and email/phone number |
| **Other additions** | Include photos, logos and quotes where possible. |

**Alternative Formats:** A Learning case study could alternatively be a short video (2-3 mins max).

N.B – The **content for any case study must be ‘signed off’** and approved by the relevant project lead and/or individual and explained where it may be used.