



THE DUKE OF EDINBURGH'S INTERNATIONAL AWARD - CANADA PRESENTS

PASSION TO PURPOSE TORONTO 2022

P2P TO GOLD

PRE-WORKSHOP

MARCH 17, 2022

SCHEDULE

TIME (EST)	SESSION	DESCRIPTION
12:00 PM	Opening Remarks	Welcome to P2P to Gold! 
12:05 PM	Ice Breaker	Work through teambuilding exercises to get your brain juices flowing.
12:20 PM	Mentor Introductions	Meet your Mentors.
12:25 PM	P2P to Gold	Gold Project introduction including key takeaways and learnings, requirements for the forum to be a Gold Project, resources, and how your Gold Project will be assessed and submitted into ORB.
12:40 PM	Presentation Outline	How your presentation should be structured and what is expected.
12:50 PM	Group Introductions	Begin working with your group! Introduce yourself and discuss your topic and the idea you brought to the session.
1:50 PM	Q&A	Opportunity for you and your group to ask questions you may have about P2P to Gold.
1:55 PM	Closing Remarks	Can't wait to meet you next week!



MENTORS



LAURA ROBERTS WILFRID

(SHE/HER)

PROGRAM DEVELOPMENT MANAGER

Laura joined the Award staff team in 2017. She is now one of the Program Development Managers for Award Canada and is excited to see the growth of the Award and its positive effects in young peoples' lives. Laura has a background in outdoor education, summer camp and youth work. She is continually seeking ways to expand her skills in communication, leadership and facilitation. She is interested in yoga, gardening, sustainability and exploring the outdoors. Laura loves finding new ways to be active and loves traveling to explore natural sites. Laura is passionate about experiential education and helping youth find the tools they need to challenge themselves and contribute to their communities.



SHELAN EMRE

(SHE/HER)

GOLD AWARD HOLDER & P2P ALUM

Shelan Emre has been involved with The Award since 2015 and is a Bronze, Silver, and Gold Achiever. She is a current member of The Award Staff working in Marketing and Communications. Shelan has been a participant of Passion to Purpose events and is a grant recipient; her last grant project was creating care packages for New Comer Families during the pandemic. Currently Shelan is a Business student studying at the Asper School of Business at the University of Manitoba. Shelan's favourite hobby is hiking and passionate about serving the community.



VICTORIA SELANO

(SHE/HER)

DIRECTOR OF DEVELOPMENT AND MARKETING

For the past decade, Victoria Selano has been sharing her passion, enthusiasm, and skills to elevate and support young people across Canada. A University of Toronto and Sheridan College graduate, Victoria began her career in media, joining the Award in 2008 as Communication Coordinator, developing and growing into her role as Director of Development and Marketing. In 2017 she created Passion to Purpose and over the past four+ years has worked with over 400 young people to develop the skills to grow their leadership skills and effect change in their community. She is excited to share her passions and knowledge with the future leaders of our country!

CHECKLIST

P2P to Gold Checklist



Registered as a Gold Award participant in Canada

In order for this to count towards your Gold Project, you must be at least 16 years old and registered for the Gold level of the Award.



Have set a personally challenging SMART goal to achieve for the Gold Project

Come up with a SMART goal for what you want to accomplish and how you want to challenge yourself during your Gold Project. [Click here](#) to use this worksheet to help you develop a SMART goal



Attend the P2P to Gold Project Preworkshop on March 17, 2022

This session will provide an overview of requirements and some time to introduce yourself and work with your team members to start planning.



Attend all sessions of the in-person Passion to Purpose Youth Leadership Forum from March 24-27, 2022

This forum includes keynotes workshops, plenary sessions, and mental health education. This will also include work periods and sessions to meet with your Gold Project group.



Attend all additional Gold Project planning sessions.

This will include additional work periods you have scheduled with your group to complete your community project plan and prepare for your final group presentation.



Build a project plan with your group and present your community project idea at the P2P forum.

Work with a team of 4-5 peers to build a community project plan that relates to your assigned UN Sustainable Development Goal. Groups must present their project at the P2P forum.



Meet and debrief with your group after each session. Submit final reflections to your Assessor.

All members are then required to submit reflections for evaluation by an Assessor.



Email your presentation and submit your reflections on the ORB for assessment

Ensure that one person from your group emails your presentation to p2p@dukeofed.org. All members must submit their reflections to the ORB.



INSTRUCTIONS



P2P to Gold Project Instructions

The goal of the P2P to Gold is to give Gold participants the opportunity to complete their Gold Project during the Passion to Purpose Leadership Forum. You will reflect on each day's learning and work together with your Gold groups to build and present a sample community service project plan surrounding the UN's Sustainable Development Goals. The presentations will take place on Saturday, March 25th, 2020 from 6:00 PM – 7:15 PM. As a group you will:

- Come together at the end of each day to work through the End of Day Self Reflection questions in the handbook
- Work as a group to brainstorm, design, and present a community service project plan to the P2P delegation
- Actively lead different portions of the planning sessions using your skill sets and passions as a driver of the conversations
- Create a presentation that clearly demonstrates the requirements of a P2P grant proposal and explains thoroughly your service project's:
 - List of activities in detail including locations and methods of delivery for your project
 - Timeline, including start and end dates
 - A sample budget of expenses
 - A breakdown of team members, their roles, and responsibilities
 - The expected impact of your project, both in qualitative and quantitative perspectives
 - Describe the anticipated outcomes of the project and your goals for community change possible obstacles including possible action plans to address these obstacles

During each day's reflection, you should be planning to complete the set goals for the group. Below you will find an outline of what your team should cover during group time to make sure that you are on track and ready for the presentation on Saturday.

To help you with building out your project plan, we will be providing you with a copy of our P2P Community Action Guide (CAP). The CAP will take you through exercises developed to match your passions into a process-orientated, doable action plan. Each day, we will ask you to work on activities in the CAP as a group to help you develop your project plan.



PRESENTATION



Presentation Guidelines

Each group will have 3 minutes to present to their peers. We invite you to be as creative as possible when delivering your presentation. After each presentation, you will receive feedback from P2P staff. Please prepare for any questions that may be asked during this time. Please be sure to send your presentation (PowerPoint, Keynote, etc.) that you would like displayed during your presentation to p2p@dukeofed.org before 5:30 PM EST on March 25th along with your group name and members.

Presentation Breakdown

Use pages 14 & 15 in the CAP to build your presentation

- Project Description
 - What is your team going to do? How are you going to bring this community action and change? What are specific things your project will offer to the community?
- Project Location
 - Where is this happening? Online, in a public space? Will it be inside the community or do you want to invite them to a different space? What are your space requirements?
- What is the Impact
 - The community or group that you will be targeting? How many people will benefit from this initiative? What is the project offering them? How are they being bettered?
- Needs & Resources
 - What do you need to make this project happen? How many people will you need to help you plan it? How much money do you need to budget for?



GOALS

Day-by-Day Goals

Pre-work prior to March 17th Goals: (1 hr)

- Prior to our March 17th session, we want you to spend some time thinking about the UN's Sustainability Development Goal you have been assigned and begin to think of the type of community project idea you would like to deliver to effect change. Brainstorm and jot down some ideas on your project idea and why you feel it would make an impact.

March 17th - Pre-session Goals: (2 hrs)

- Introduction to P2P to Gold Mentors & Assessors
- Go through the outline and expectations for the project & presentation
- Meet your group:
 - Match team members' skill sets to tasks for the project plan (who is going to do what).
 - You will need a team typist (person who takes notes), a team moderator (person who keeps the workshop on time), and a team voice (person/people who will present your project to everyone)
 - Each team member will share the community project idea/concept they came up with prior to this working session.
 - As a group, find a way to combine elements of each of your project ideas and concepts to develop a unified project idea that you will work on together as a group. Some of you may have similar topics/ideas. If an idea/concept was presented that you all like, you can as a group select that idea to work on during P2P. The aim here is to create a project that reflects each of your passions and goals into one collective impact project. You don't need to have finalized your unified project, the main takeaway is to have developed a list of the key points, issues, and community that are important to each group member. This will be a building block in how you go forward in building a collective project idea.
 - Schedule when you will get together to work on building your project & presentation while you are at P2P. You might want to consider getting together on the day you arrive to meet in person and talk about what you are each hoping to get out of this P2P forum. Also, schedule time at the end of Day 1 for a minimum of 45 minutes to reflect on what you learned and how it can be woven into your project.

GOALS

Day-by-Day Goals

March 24th – P2P Arrival Goals: (8 hrs)

- Read through pages 1, 2, 5 & 8 of the CAP
- Meet your group in person: Upon arrival, we will indicate areas where you can meet with your group.
 - Walkthrough the daily sessions and discuss how you can combine your ideas into one service project.
 - Complete the exercises on pages 3, 4, 6, 7, 9, and 12 of the CAP booklet.
- **End Goal:**
 - **Finalize the community and the issue that you want to address as a group. In case you were unable**
 - **Design your possible solutions with activities for the issue**

March 25th – Day 1 Goals: (8 hrs)

- Complete the Day 1 reflections
- Read through pages 10 of the CAP
- Meet with your P2P To Gold team:
 - To go through the day's sessions and discuss the reflection (5 minutes)
 - Complete the exercises on pages 11 and 13 of the CAP
- **End Goal:**
 - **Pick one of your solutions as your final one and work out the final list of activities that will be a part of your project idea**
 - **Have a completed budget for your project plan**
 - Complete the sample budget plan (you can access it here: [P2P Budget Template](#))

GOALS

Day-by-Day Goals

March 26th – Day 2 Goals: (8 hrs)

- Complete the Day 2 reflections
- Meet with your P2P To Gold team
 - To go through the day's sessions and discuss the reflection
 - Discuss the questions on page 14 of the CAP and use those questions to build out your final presentation for your community action project
 - Complete page 15 of the CAP as your presentation outline
- Finalize who will do the presentation and your presentation format (PPT or discussion style). You will have three minutes to present. Each group member can speak, and we encourage each member to have a turn. If you would like to present a PowerPoint, we can have it on-screen during your presentation.
- **End Goal:**
 - **Present your final presentation**
 - **Submit the name of your speaker(s) to p2p@dukeofed.org as well as a copy of your presentation before 5:30 pm EST on March 26th**

March 27th – Wrap-up Goals: (5 hrs)

- Complete Wrap-up reflection
- Meet as the whole P2P To Gold team
 - discuss the presentation and the reflection

Post-event Goals: (1 hr)

- Complete post-event reflections - email back to p2p@dukeofed.org
- **End Goal:**
 - **Log in to ORB and complete the Gold Project section with your reflections and include one of the assessors listed above so they can review and mark as complete.**

Our staff will be popping in and out of your Gold group sessions to provide additional support or answer any questions you may have. Keep any questions you may have ready so that when the P2P staff pop in, you're ready to ask them. You can also send an email to p2p@dukeofed.org at any time to notify staff if you need someone to come into your group's session.

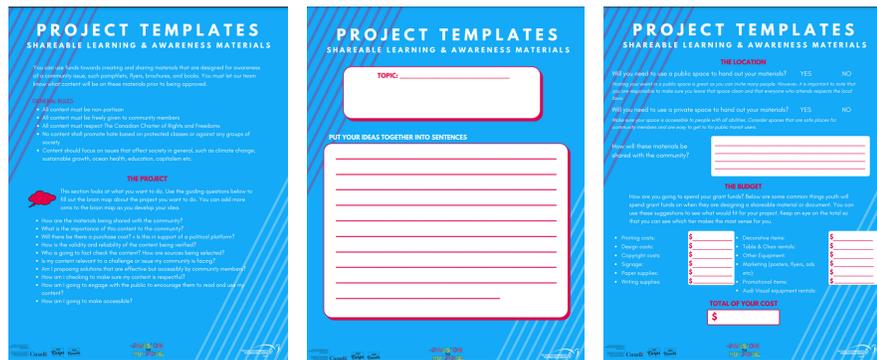
RESOURCES

Resources

Here are some handy resources you can check out as you develop your project plan:

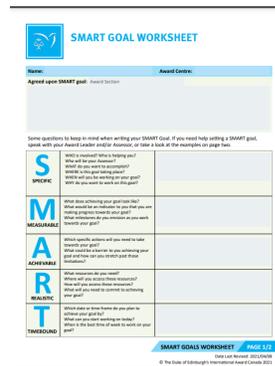
1. Project Templates - easily fillable templates designed for specific project types.

Available at: <https://passiontopurpose.ca/project-templates/>



2. SMART Goal Setting Worksheet

Available at: <https://www.dukeofed.org/wp-content/uploads/2022/03/Smart-Goals-Worksheet.pdf>



3. Sample project ideas:

Available at: <https://passiontopurpose.ca/wp-content/uploads/2020/06/P2P-Project-Examples.pdf>

