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**PREP4BLUE Pilot activity reporting template: Engaging citizens in Mission Ocean**

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| **PREP4BLUE Pilot Action Report** **Title of the Pilot Action**  **Name of Organisation** |

**Project Duration:**  
[Start Date] to [End Date]

**Project Coordinator:**   
[Coordinator Name]

**Collaborators/Partners:**   
[List of Collaborators/Partners]

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Executive Summary (0.5 page)

**Overview of the Pilot Action**

* Provide a brief description of your pilot action, outlining its main focus and purpose. Include a summary of the project's objectives and goals, highlighting what the pilot aimed to achieve and the specific issues it sought to address
* Key objectives and goals.

**Main Outcomes**

* Summary of the main achievements and outcomes. Focus on the key outcomes that demonstrate the effectiveness of the project in meeting its objectives.

**Future Recommendations**

* Key recommendations for future activities or improvements. This section should offer actionable suggestions for enhancing similar initiatives in the future; might include strategies for expanding outreach, improving collaboration with stakeholders, or sustaining engagement over the long term.

1. Introduction (1 page)

**Background and Context**

* Brief background information about the pilot action. Explain the specific problem or need that the pilot action aims to address and any relevant historical or contextual information that sets the stage for this initiative.
* Importance of the activity in the context of Mission Ocean’s objectives.

**Describe Your Organisation/Project/Initiative**

* Detailed description of your organisation, project, or initiative outlining its main components, target audience, and geographical focus. Include any relevant history or milestones that demonstrate your organisation's experience and expertise in this field.

**How this Action Connects to Mission Ocean Objectives**

* Detailed objectives of the pilot activity. Explain how each objective aligns with the overall aims of the project and contributes to its success.
* **Mission Ocean Objectives**: Provide a detailed explanation of how your proposal connects to one or more of the Mission Ocean objectives. Refer to specific objectives from the Mission Ocean Implementation Plan (page 19).
* **Citizen Engagement Target Outcomes**: Explain how your proposal aligns with the citizen engagement target outcomes as outlined in the Mission Ocean Implementation Plan (page 36). Discuss how your activities promote these outcomes and contribute to the broader mission goals.  
    
  *Found here: Mission Ocean Implementation Plan*[*https://research-and-innovation.ec.europa.eu/document/download/d6162cbd-6d09-48fd-b5b4-d7d2be69972c\_en?filename=ocean\_and\_waters\_implementation\_plan\_final.pdf*](https://research-and-innovation.ec.europa.eu/document/download/d6162cbd-6d09-48fd-b5b4-d7d2be69972c_en?filename=ocean_and_waters_implementation_plan_final.pdf)
* Which ocean literacy principles will you address / Which Ocean Literacy dimensions do you hope to contribute to?   
  *(Reference:* [*https://www.sciencedirect.com/science/article/pii/S0025326X22011493?via%3Dihub*](https://www.sciencedirect.com/science/article/pii/S0025326X22011493?via%3Dihub)*)*

1. Methodology (1-2 pages)

**Approach and Methods**

* Description of the approach and methods used in the pilot action. Explanation of why these methods were chosen.

**Describe the Pilot Action Plan and Timeline**

* Detailed description of the pilot action plan and timeline: Preparation, data collection, implementation, evaluation and reporting.
* Insert your filled out PREP4BLUE’s Mission Ocean Citizen Engagement Impact Mapper (see Annex 1 below). Briefly explain how to read and interpret the Impact Mapper.

**Participants and Stakeholders**

* Information on the participants and stakeholders involved. Their roles and contributions to the activity.
* Description of the methodology or strategy to involve citizens in the activity.
* Insert you stakeholder mapping (you can use section 4 of PREP4BLUE’s Toolbox for Engaging Citizens with Mission Ocean and Waters. *Found here:*[*https://nordlandsforskning.wrep.it/engaging-citizens-with-mission-ocean/sec/5#report-top*](https://nordlandsforskning.wrep.it/engaging-citizens-with-mission-ocean/sec/5#report-top).
* Leaving No One Behind - Who might be left behind? Why are they left behind? What did you do to ensure they are not left behind?  
  *Found here:  
  Leaving No One Behind*  
  [*https://unsdg.un.org/2030-agenda/universal-values/leave-no-one-behind*](https://unsdg.un.org/2030-agenda/universal-values/leave-no-one-behind)

1. Implementation (1 page)

**Pilot Action – Description of Activities**

* Detailed description of what happened during the pilot action. Describe each activity in chronological order, including any preparatory work, the main events, and follow-up actions.
* Participant Involvement: Explain how participants were involved in the activities. Discuss the number of participants, their roles, and how they contributed to the success of the pilot action.
* Implementation timeline of key events and milestones. Include dates and brief descriptions of each significant event or milestone.
* Visual Documentation: Insert photos from the pilot action to visually document what happened. Include captions that explain what is happening in each photo and how it relates to the pilot activity.

1. Results and Impact assessment (1-2 pages)

\*Resources: PREP4BLUE’s Toolbox for Engaging Citizens with Mission Ocean and Waters.   
*Found here:*[*https://nordlandsforskning.wrep.it/engaging-citizens-with-mission-ocean/sec/5#report-top.*](https://nordlandsforskning.wrep.it/engaging-citizens-with-mission-ocean/sec/5#report-top)   
Use some of the tables from section 4 of the Toolbox to plan and evaluate your activity. Please copy/paste these into your report.

**Key Findings**

* Detailed presentation of the key findings. Include qualitative insights gathered from participant feedback, observations, and other sources. Provide specific quotes or anecdotes that illustrate the impact of the activity.

**Proposed Outcomes**

* Description of the proposed outcomes.
  + Short-term Outcomes: Describe the immediate outcomes of the pilot activity. What were the direct results achieved by the end of the activity? Include specific metrics or indicators used to measure these outcomes.
  + Long-term Outcomes: Discuss the anticipated long-term outcomes of the pilot activity. What are the expected lasting impacts on the participants, the community, and the broader Mission Ocean and PREP4BLUE goals?

**Mission Ocean Citizen Engagement Targets**

* How the activity contributed to the goals of Mission Ocean and PREP4BLUE. Detail the specific contributions your activity made towards these goals. For example, if one of the goals is to increase awareness, explain how your activity raised awareness among participants.
* Assessment of the extent to which the action succeeded in engaging with Mission Ocean citizen engagement targets. **Refer back to your PREP4BLUE Mission Ocean Citizen Engagement Impact Mapper to support your assessment.** Describe the strategies you used to engage citizens. What worked well, and what didn’t? How could these strategies be improved in the future?

1. Lessons Learned (0.5 page)

**Challenges and Solutions**

* Description of the challenges faced during the pilot activity. Provide a detailed description of the specific challenges encountered during the pilot activity. This could include logistical issues, engagement difficulties, resource limitations, or any unexpected obstacles. Explain how these challenges impacted the pilot activity. Discuss any delays, disruptions, or changes that had to be made as a result.
* Solutions implemented to overcome these challenges. Describe the strategies and actions that were implemented to overcome these challenges. Be specific about what was done to address each challenge. Did they fully resolve the issues? Were there any remaining difficulties? Provide an honest evaluation of what worked and what didn't.

**Best Practices**

* Best practices identified during the activity.
* Recommendations for future activities based on these best practices.

**PREP4BLUE resources**

* Comment on how useful PREP4BLUE’s citizen engagement resources were in helping you plan, implement and evaluate your activity. How could they be improved?

1. Conclusion and Recommendations (0.5 page)

**Conclusion**

* Summary of the overall experience and outcomes of the pilot activity.

**Recommendations for Upscaling/Replicating the Action**

* Specific recommendations for future pilot activities, including upscaling and replication. Strategies for expanding stakeholder networks. Methods to engage a broader audience.
* What recommendations do you have for facilitating citizen participation in future Mission Ocean activities?

1. Bibliography

To keep if needed

1. ANNEX 1 PREP4BLUE Mission Ocean Citizen Engagement Impact Mapper

The tool below is PREP4BLUE’s Mission Ocean Citizen Engagement Impact Mapper. You can use this as you plan an activity to brainstorm how your planned activities (to be written in the squares at the bottom) map onto Mission Ocean’s citizen engagement targets (in the centre of the page) and onto Mission Ocean’s three overarching objectives at the top of the page. Draw arrows connecting the boxes at the bottom through the middle and onto the top (see the worked example below).

For more information on Mission Ocean and its targets, see the Mission Ocean Implementation Plan, available at [*https://research-and-innovation.ec.europa.eu/document/download/d6162cbd-6d09-48fd-b5b4-d7d2be69972c\_en?filename=ocean\_and\_waters\_implementation\_plan\_final.pdf*](https://research-and-innovation.ec.europa.eu/document/download/d6162cbd-6d09-48fd-b5b4-d7d2be69972c_en?filename=ocean_and_waters_implementation_plan_final.pdf)

**Mission Ocean’s overarching objectives (source: Mission Ocean Implementation Plan, page 19).**

Make the Blue Economy carbon neutral and circular

Protect and restore marine & freshwater ecosystems

Prevent and eliminate pollution

**Mission citizen engagement target outcomes (source: Mission Ocean Implementation Plan, pp. 35-36).**

Provide knowledge and methods to revise International Ocean Governance agenda (by 2025)

Involve EU Solidarity Corps in projects (by 2025)

Trial deliberative democratic mechanisms for co-design of restoration solutions (by 2025)

Upscale Plastic Pirates, with further Member States involved (by 2025)

Develop & pilot participatory governance, incl. EU-wide network of assemblies (by 2025)

Promote EU-wide annual ocean literacy campaigns in cooperation with EU4Ocean (by 2030)

Promote apps for citizen science data collection (by 2025)

Launch citizen science campaigns as part of participatory research initiatives (by 2030)

**Your citizen engagement activities / outputs**

**[Worked example]**

**Mission Ocean’s overarching objectives**

Make the Blue Economy carbon neutral and circular

Protect and restore marine & freshwater ecosystems

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**Mission citizen engagement target outcomes**

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**Project X’s activities**

Use citizen science data on estuary biodiversity to support the campaign

Run a regional ocean literacy campaign on World Ocean Day regarding the importance of supporting healthy coastal ecosystems