Accessible Participant Details and Evidence Form

Quick Privacy Notice

We will keep your personal details anonymous, but they may be monitored. The other information you provide will be used in the following ways:

* To check that you qualify for a Carbon Literacy certificate.
* To keep you updated with info about your certificate and the Carbon Literacy Project in general.
* To track how well the Carbon Literacy training is being done so we can improve.

For all details please go to the [Privacy Notice](https://carbonliteracy.com/wp-content/uploads/2025/04/CL-Trust-Privacy-Notice-2024-12.pdf) page on our website.

Personal Details

|  |  |
| --- | --- |
| First and Last Name |  |
| Home Postcode *(optional)* |  |
| Country (where you currently live) *(optional)* |  |
| Email address |  |
| Name of your organisation |  |
| Your role within the organisation (e.g. job title) |  |
| Name of the organisation delivering the Carbon Literacy training |  |
| Date you completed your training |  |

This information will go on your certificate.

Note: Ask your trainer if you do not know the answers to any of these questions.

Diversity Monitoring (optional)

This information will stay anonymous and only used for monitoring the diversity of the training.

Tick the appropriate option.

|  |  |  |  |
| --- | --- | --- | --- |
| Gender, you identify with | Male  Female  Non-Binary  Prefer not to say  Other:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | |
| Age | 0-10  11-15  16-20  21-30 | 31-40  41-50  51-60  61-70 | 71-80  81+  Prefer not to say |
| Working Status | School Student  University Student | Employed  Self-Employed  Carer  Homemaker | Seeking Work  Retired  Prefer not to say  Other: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Ethnic Background / Ethnicity? | Asian/ Asian British  Black/ African/ Caribbean/ Black British  Mixed/ multiple ethnic groups  White  Prefer not to say  Other:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | |
| Do you have a disability of any kind (physical, learning, sensory or mental health condition etc.) | Yes  No  Prefer not to say | | |
| Anything else we should know (optional) |  | | |

Additional Permissions and Information

Tick the appropriate option.

|  |  |
| --- | --- |
| Are you happy for your actions to be shared with the wider CL community? | Yes  Anonymously – Yes  No |
| Are you happy for our team to follow-up with you? | Yes ☐  No ☐ |

Evidence Form Contents

Complete all sections of the form to become Carbon Literate. Refer to this table to make sure you have not missed anything.

Tick once completed.

|  |  |  |
| --- | --- | --- |
| Section | Details | Done |
| 1. Hints & Tips | Read the advice from The Carbon Literacy Project to help successfully complete this form |  |
| 1. The Big Question | ‘Freestyle’ answer |  |
| 1. Your Individual Action | Table to complete |  |
| 1. Your Group Action | Table to complete |  |

1. Hints & Tips

Your actions should be:

* 1. New - something you are not already doing.
  2. Done in the same context you completed the training - if you are doing training in school your actions should be something you can do at school.
  3. In your own words – do not copy others or use AI (there is more information here - [AI Policy](https://carbonliteracy.com/wp-content/uploads/2025/05/Use-of-AI-in-Evidence-Submission-v1.4.pdf)).
  4. Full of explanation – get all your thoughts down. Nothing is too much. Tell us why your actions are important to you.
  5. Something you can do – there is no action too big or too small. Each action is the most impactful thing YOU can do.

1. The Big Question

This is the section where you can show your understanding of climate change, the reasons behind it and how it affects the Earth and its people.

* Your answer can be written (100-200 words), drawn, bullet pointed, or presented in any other way you would like to show your understanding.

|  |
| --- |
| What do you think are the most important changes we need to make as a society to reach zero carbon? |
| **You should focus on the areas within society that you feel produce the most greenhouse gases. Some things that you could include are Travel, Food, Energy, The things we buy, Governments and Authorities – Local / National / International.** |

1. Your Individual Action

In this section explain the action you are going to start doing independently and how it is going to reduce emissions.

|  |  |
| --- | --- |
| What new action(s) will you be starting individually? | **My new action is…** |
| Where are you doing this action? (please tick all those applicable) | Workplace  Home  Place of Education  Community |
| If you are doing your action somewhere different to where you are doing the training, please explain why you have chosen to do this. |  |
| Which greenhouse gas(es) will this reduce? | Carbon Dioxide (CO2)  Methane (CH4)  Nitrous Oxides  F-Gases  Other |
| How will your action reduce emissions? | **My action will reduce emissions because…**  **(Example - "My petrol car produces CO2 when it burns fuel. If I use my car less, I will burn less fuel and emit less CO2”)** |
| Why did you choose this over other actions and why is it the most impactful thing you can do? | **This action is the most impactful thing I can do because…** |
| What is currently happening within your group or organisation and how is your action going to have a positive influence? | **Currently…**  **My action will create positive change by…** |

1. Your Group Action

In this section explain the action you are going to start doing with others and how it is going to reduce emissions.

Note: You can have the same group action as another person in your group but make sure you use your own words to explain how it will reduce emissions.

|  |  |
| --- | --- |
| What new action(s) will you be starting in a group? | **My new action is…** |
| Where are you doing this action? (please tick all those applicable) | Workplace  Home  Place of Education  Community |
| If you are doing your action somewhere different to where you are doing the training, please explain why you have chosen to do this. |  |
| Who are you doing this action with? |  |
| What is your specific role within the group? |  |
| Which greenhouse gas(es) will this reduce? | Carbon Dioxide (CO2)  Methane (CH4)  Nitrous Oxides  F-Gases  Other |
| How will your action reduce emissions? | **My action will reduce emissions because…**  **(Example - "My petrol car produces CO2 when it burns fuel. If I use my car less, I will burn less fuel and emit less CO2”)** |
| Why did you choose this over other actions and why is it the most impactful thing you can do? | **This action is the most impactful thing I can do because…** |
| What is currently happening within your group or organisation and how is your action going to have a positive influence? | **Currently…**  **My action will create positive change by…** |

Well done! You have now completed the Evidence Form!

Go back and check you haven’t missed any of the sections and then you can submit your form.