**Writing up your “Reducing Weapons” Intervention**

**Why is it important to write up your project?**

* To share your challenges and successes with other colleagues within ICRC and other humanitarian organisations.
* To ensure that there is a record of what was done and why, to help future staff at the health facility where the intervention was implemented.

Complete the following questions.

1. **What were the objectives of the project?**

*Explain what you hoped to achieve.*

1. **Who were the key stakeholders and partners that you worked with?**

*List the key partners and stakeholders.*

1. **Who were your target audiences - (the groups of people that you wanted to leave their weapons outside the health facility?**

*List the target audiences.*

1. **What were your main challenges in the project?**

*Briefly explain what the main challenges you faced and how you overcame them.*

1. **What were your main successes?**

*List the successes including key data from your evaluation.*

1. **What were the main lessons learnt?**

*List the main insights that you would like others to know about your Reducing Weapons Intervention. For example, how could it be improved in the future.*