



## Final Report Guidelines

Your team's final report must include a five to seven minute video or PowerPoint and a written summary of your campaign. The video or PowerPoint and final report must:

- Clearly explain the campaign
- Describe each activity, including what was done, when, how, and the results
- Describe how Ford Driving Skills for Life was used
- Explain the community outreach and media involvement
- Include the evaluation of the campaign goal(s)
- Contain the completed [Expense Tracking Form](#) with copies of receipts and invoices (attached to written summary)
- Be submitted by **March 29, 2019** to:

Transportation Improvement Association  
100 E. Big Beaver Rd., Suite 910  
Troy, Michigan 48083  
Attn: Mr. Tony Surman  
[Strive4ASaferDrive@gmail.com](mailto:Strive4ASaferDrive@gmail.com)

Failure to follow these guidelines will result in disqualification from the judging process. Disqualified schools will be ineligible to attend the hands-on driving event. Questions should be directed to the Strive for a Safer Drive program coordinator, Mr. Tony Surman at 248-334-4971 ext. 301 or [Strive4aSaferDrive@gmail.com](mailto:Strive4aSaferDrive@gmail.com).