**Formal Report Outline:**

**Decreasing Plastic Usage at Geering Up**

INTRODUCTION

1. Definition of single-use plastics
2. How plastics are broken down
3. The environmental impacts of single-use plastics
4. Description of Geering Up’s use of plastics
5. Purpose of this report
6. Description of data sources
7. Scope of this inquiry

DATA SECTION (Body)

1. History of Geering Up
2. The role of plastics at Geering Up
   1. Its presence:
      1. during workshops
      2. during camps
      3. during local events
3. Studies concerning impact of plastics
   1. On the environment
      1. At the local level
      2. At the global level
   2. On animals
   3. On humans
4. Research on impact of plastics at Geering Up
   1. Data from surveys
   2. Data from interviews
5. Studies on material properties
   1. Different types of plastics
   2. Plastic alternatives
6. Plastic reduction suggestions
   1. Cost breakdown
   2. Alternative items to replace the top 10 most commonly used plastic items

CONCLUSION

1. Summary and overall interpretation of findings
2. Recommendations