**Fact Sheet Template**

**[Title: Topic/Product/Service/Organization/Event Name]**  
*(Insert a short tagline or key message here — e.g., “Your trusted partner in innovation”)*

**1. Overview**

* **What it is:** [Brief description in 2–3 sentences]
* **Purpose/Goal:** [State the primary objective or benefit]
* **Target Audience:** [Who it is for]

**2. Key Facts**

|  |  |
| --- | --- |
| **Category** | **Details** |
| **Name** | [Official name/title] |
| **Founded/Launched** | [Year or date] |
| **Location** | [Headquarters or main area served] |
| **Website** | [Insert website or link] |
| **Contact** | [Email, phone, or social media] |

**3. Features / Highlights**

* 🔹 [Feature or benefit #1]
* 🔹 [Feature or benefit #2]
* 🔹 [Feature or benefit #3]
* 🔹 [Optional: Statistics, metrics, or achievements]

**4. Why It Matters**

* [Reason #1: Why people should care]
* [Reason #2: The value/impact it provides]
* [Reason #3: How it stands out compared to others]

**5. Visuals (Optional)**

*(Insert logo, chart, infographic, or image here if applicable to increase clarity.)*

**6. Quick Links**

* 📌 [Website/landing page]
* 📌 [Download brochure, whitepaper, or resources]
* 📌 [Press release, case studies, or media kit]

✅ **Pro Tip:** Keep the entire fact sheet **to one page** if possible. Use bullet points, headers, and white space to make it visually easy to scan.

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**Fact Sheet**

**GreenFuture Initiative**  
*“Building a sustainable tomorrow, today.”*

**1. Overview**

* **What it is:** GreenFuture Initiative is a nonprofit organization dedicated to promoting environmental awareness, renewable energy adoption, and sustainable community practices.
* **Purpose/Goal:** To reduce carbon footprints, inspire eco-friendly living, and advocate for environmental policies worldwide.
* **Target Audience:** Individuals, schools, businesses, and policymakers committed to sustainability.

**2. Key Facts**

|  |  |
| --- | --- |
| **Category** | **Details** |
| **Name** | GreenFuture Initiative |
| **Founded/Launched** | 2012 |
| **Location** | Headquarters: Portland, Oregon, USA |
| **Website** | www.greenfuture.org |
| **Contact** | info@greenfuture.org |

**3. Features / Highlights**

* 🔹 **Community Programs:** Over 500 workshops on recycling, composting, and energy efficiency.
* 🔹 **Partnerships:** Collaborates with 120+ schools and universities worldwide.
* 🔹 **Impact:** Planted 2.5 million trees across North America, Asia, and Africa.
* 🔹 **Recognition:** Recipient of the 2023 Global Sustainability Award.

**4. Why It Matters**

* 🌍 **Climate Impact:** Helps reduce greenhouse gas emissions through renewable energy advocacy.
* 👩‍🏫 **Education:** Provides free resources to schools to teach environmental responsibility.
* 🤝 **Collaboration:** Bridges the gap between local communities and policymakers to achieve long-term sustainable goals.

**5. Visuals (Optional)**

*(Insert logo of GreenFuture Initiative, a tree-planting infographic, or impact map here.)*

**6. Quick Links**

* 📌 Website: www.greenfuture.org
* 📌 Annual Report: www.greenfuture.org/reports2024
* 📌 Media Kit: www.greenfuture.org/press