

CESTEM Activity Planning Guide

Center for Education in STEM

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<http://www.uncw.edu/cestem/>

Date: _____

PI Name: _____

Phone Work/Cell: _____

Dept: _____

Email: _____

Grant Information

Name of Granting Agency: _____

RFP Name: _____

RFP Website: _____

Purpose of Grant: _____

Grant Deadline: _____

Start Date of Grant: _____

End Date of Grant: _____

Title of your Grant: _____

What role do you see CESTEM playing in this grant?

If there is to be a Professional Development (PD) Workshop, what is the topic or learning objective?

Target number of teachers to be involved in the PD Workshop?

Grade-level of teachers to be recruited for the PD Workshop?

Desired format for the PD Workshop?

Desired location to conduct the PD Workshop?

Proposed PD Workshop Date: _____

Will any of the following be provided for the Professional Development Workshop?

- | | |
|--------------------------------------|---|
| <input type="checkbox"/> Notebooks | <input type="checkbox"/> Master Teacher to help teach Professional Development |
| <input type="checkbox"/> Flashdrives | <input type="checkbox"/> Faculty Member to teach Professional Development |
| <input type="checkbox"/> Field Trips | <input type="checkbox"/> Additional instructors/support personnel for Workshop |
| <input type="checkbox"/> Stipends | <input type="checkbox"/> Travel necessary for participants, instructors, CESTEM staff |
| <input type="checkbox"/> Food | <input type="checkbox"/> Materials for teacher to take back to their classrooms |

How do you want CESTEM to help with program dissemination?

- Annual Professional Development Workshops
- Educational Conference Presentations
- Lesson Plans on web site and Materials at CESTEM for teachers to check-out