

Quick Start Checklist

Key dates

Dec 2, 2019	Opening date for submitting grant proposals
Dec 9, 2019	“Smart Strategies for an Active Learning Center Grant” webinar
Feb 3, 2020	Closing date for submitting grant proposals
Mar 20, 2020	Grant recipients notified
Apr 24, 2020	Signed agreements received from all grant recipients
May 29, 2020	Classroom design and specifications complete
Jun 5, 2020	List of all instructors who will teach in room identified
Jun 15, 2020	Classroom orders placed
Jul – Aug 2020	Installation of Active Learning Centers
Jul – Sep 2020	Training for grant recipients
Sep 2020 – Aug 2022	Two-year cycle of communication with grant recipients, grant applicants, interested audiences
Jun 25, 2021	First annual report submitted
Jun 24, 2022	Second annual report submitted

Eligibility Requirements

- Grades 6 – 12, colleges and universities
- Public or private educational institutions with designated classroom focused on student learning
- Located in the United States, U.S. Territories, Puerto Rico, Canada or Mexico
- Maximum of 30 students

Next Steps

1. Confirm your eligibility
2. Review all grant resources
3. Choose desired classroom style
4. Complete and submit your proposal
5. Share the grant with eligible colleagues

After You Receive the Grant

- Update the classroom, if necessary
- Participate in Professional Learning and Transformation Services
- Distribute both pre- and post- Learning Environment Evaluation tools
- Propose and implement research plan
- Submit an annual report each year during the two-year grant cycle
- Create a dissemination plan for sharing findings and insights