

Program Team Action Plan: Request for Professional Development Funds

Program Team:

Contact Person(s):

Team Members:

Situation:

Need Assessment: Summarize results of the [needs assessment](#) for your project.

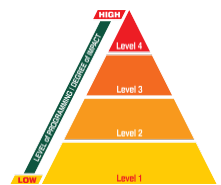
Educational Objectives

List what participants will know, be able to do differently, or what behavior or condition change takes place because of participating in your project program.

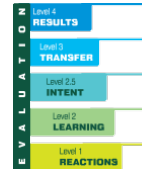
Participant learning /intent/transfer and results:

Educational Experience

Describe the experiences that will be utilized and identify the [Transformational Triangle](#) level to which this experience is most closely connected.



Transformational Education Experience	Level



Program Evaluation

List the evaluation/method/questions that will be utilized to determine whether objectives were met. Identify the Kirkpatrick Evaluation Model Level to which this evaluation is most closely connected.

Education Evaluation	Level

Educational Program Plan Summary

Summarize your project plans, and how your project will enable your participants to achieve your desired results.

Budget

Item	Amount



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