active learning center

QUICK START CHECKLIST

Key Dates

- **December 1, 2017** - Opening date for submitting grant proposals
- **February 2, 2018** - Closing date for submitting grant proposals
- **March 23, 2018** - Grant Recipients announced
- **April 27, 2018** - Signed agreements received from all grant recipients
- **May 30, 2018** - Classroom design and specifications complete
- **June 1, 2018** - List of all instructors who will teach in room identified
- **June 15, 2018** - Classroom orders placed
- **July - August, 2018** - Installation of Active Learning Centers
- **July - September, 2018** Training for grant recipients
- **September 2018 - August 2020** - Two-year cycle of communication with recipients, applicants, interested audiences
- **June 28, 2019** - First annual report submitted
- **June 28, 2020** - Second annual report submitted

Next Steps

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

Eligibility Requirements

- Grades 6 - 12, colleges and universities
- All schools are eligible, public and private.
- Located in the United States, U.S. Territories, Puerto Rico, Canada or Mexico
- Maximum of 30 students
- Classroom size must meet density requirements for the selected classroom layout. Institutions with smaller classrooms than those shown will be considered if square footage per student minimums are met.
- Eligible academic institutions are ones that focus primarily on formal, instructor-led learning in a designated classroom.

After You Receive the Grant

- Update the classroom's floor covering, paint, lighting, etc. if necessary.
- Participate in on-site Active Learning Center Education Training
- Complete the pre- and post-occupancy measurement tool and additional research
- Submit an annual report each year during the two-year commitment of the grant
- Create a dissemination plan for how you will share your specific findings and insights
- For more details on recipient responsibilities, see the ALC Grant Proposal Guide

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