



PROJECT LEARNING TREE® FACILITATOR COVER SHEET



(Please fasten securely to accompanying AGENDA, PARTICIPANT INFORMATION, and PD EVALUATION FORMS.)

I. Facilitator Information

Name: _____ Address: _____ _____	Name: _____ Address: _____ _____	Name: _____ Address: _____ _____
Email: _____	Email: _____	Email: _____
Phone: _____	Phone: _____	Phone: _____

II. Professional Development Information Event Type

Date(s) _____ In-Person Blended (In-Person & Online) Online only

Location (City, State) _____

Select the description that most closely represents this professional development event.

of participants _____ Up-to-half day (up to 4 hours) Up-to-five days (17-30 hours)

of participant information forms attached _____ Full day (5-8 hours) More-than-five days (more than 30 hrs)

of PD evaluation forms attached _____ Two full days (9-16 hours) College or university course

of PLT Guides Distributed:

- | | |
|----------------------------|----------------------------|
| _____ Early Childhood | _____ Solid Waste |
| _____ EC GS Investigations | _____ GS Investigations |
| _____ PreK-8 | _____ Biodiversity |
| _____ Focus on Forests | _____ Biotechnology |
| _____ Forests of the World | _____ Southeastern Forests |
| _____ Places We Live | _____ and Climate Change |
| _____ Focus on Risk | |

Return Workshop Cover Sheet To:

State Forests and all others return to:
Jean Devlin, Bureau of Forestry Communications Section, 400 Market St., 6th floor,
Harrisburg, PA 17101 jedevlin@pa.gov

State Parks return to:
Carissa Longo, Bureau of State Parks RCSOB, 400 Market St., 8th floor, Harrisburg, PA 17101
calongo@pa.gov

III. Professional Development Event Summary

1. Attach the final agenda, specifying which PLT activities from the PreK-8, secondary modules, or other PLT materials you included.
2. Summarize expenses and/or revenues involved in your workshop. Include any in-kind support, i.e. contributions or personnel from agency, community, industry, or other partners.
3. Please list academic, continuing education, or other credits/hours provided, if any.
4. Tell us your overall view of the workshop – include problems/successes and your assessment of the participants’ responses. What worked well and what was least successful?

(Please use the back if necessary)