

SENCER-ISE Milestones

May 8, 2013

General Categories

Getting Started

Reflections – Communicating Experiences - Reporting

Evaluation Deliverables

Cross-project Communications

Getting Started

Task	Due Date (s)
One-paragraph abstract for press release	<u>May 15, 2013</u>
Completion of Forms to Attend SENCER Summer Institute (Registration/Travel form/other travels who need lodging)	<u>May 15, 2013</u>
Evaluation Webinar Participant Information Form	<u>May 15, 2013</u>
Signed Evaluation Consent Form	<u>May 15, 2013</u>
NSF Budget Form and Budget Justification	<u>May 15, 2013 or sooner</u>
Completion of summative questionnaire prepared by Randi Korn & Associates. Each PI completes this survey.	<u>May 15-31, 2013</u> (Also listed under Evaluation Deliverables)
Signed Memorandum of Understanding (MOU) from each partners and completed W9 form for financially responsible institution.	<u>By June 3, 2013</u>
Abstract of Partnership Goals for their SENCER Summer Institute Experience	<u>June 3, 2013</u>

Evaluation Webinar/ Workshop	<u>First</u> June 4, 2013 – 3:00-5:00 p.m. Eastern Time <u>Second</u> July 31, 2013, 1:00-4:00 p.m. Pacific Time at SENCER Summer Institute
Initial Materials for SENCER-ISE Website: Summary of Project for Public Space, one paragraph abstract, biographies and photo, paragraph for each participating institution	<u>June 12, 2013</u>
Attendance at SENCER Summer Institute	<u>July 31 – August 5, 2013</u>

Reporting: Reflections – Communicating Experiences

Task	Due Date (s)
Reflections on Impact of SSI experience – How did it deepen their understanding of their project goals, their plan of action, and their collaborations?	<u>August 21, 2013</u>
Schedule of Project Activities for Years I & II (May 1, 2013– April 30, 2014 and May 1, 2014 – April 30, 2015)	<u>August 21, 2013</u> (See also Reporting: Reflections-Communicating Experiences section)
Reports, including responses to questions from SENCER-ISE staff, activities concluded, etc. These reports will help the SENCER-ISE staff in working with the awardees on their projects and enable all of the partnerships to share information with each other, the National Science Foundation, and the public. Awardees will be provided with questions and format information in a timely manner before each report is due.	<u>August 21, 2013, November 1, 2013, January 29, 2014 and April 30, 2014</u> . The April 30th report will serve as the annual report for the award. Dates for the second and third years will be provided at a later date.

Evaluation Deliverables

Task	Due Date (s)
Complete on-line summative questionnaire	May 15- 31, 2013
Participate in formative evaluation interviews	April/May 2014
Participate in Learning Circles at the SENCER-ISE National Meeting	March 2015
Complete on-line summative questionnaire	April/May 2015
Participate in summative interviews	April/May 2015

Cross-partnership Communications (This section open ended.)

Task	Due Date (s)
Sharing Products	
Lessons Learned	
Questions for other Teams about Implementation/Findings	
Other ways to communicate	