CRITICAL LANGUAGE PROJECTS (CLP) ACTION PLAN

A. Project Name:

B. Project Summary: Critical Language Projects can enhance Arabic/Chinese learning in your school and/or support your outreach activities. Summarize how your project idea will accomplish this. You can use the abstract that you developed in your pre-session assignment or come up with a new idea.

C. Why do we need to do this project? The statement of need explains: a) The issue/problem/need that your project will address; and b) How the project will benefit you/ your school/ your community. **D.** What are the project goals and objectives? Goals are generally intangible, meaning they can not be measured. Objectives are the intended outcome(s) of a project and are tangible and measurable.

<u>GOALS</u>

OBJECTIVES

E. Please identify your project beneficiaries: How many people will your project directly impact? Who will indirectly benefit from your project?

Key stakeholders: Who in your school/community must be involved for this project to move forward?

F. Project time: When will your project occur? Why was this time chosen? How long will it last?

G. Backward mapping: Create your project timeline and activities. What are the major steps for getting your project accomplished beginning from today? Please allocate time for project monitoring/evaluation and report writing. Remember: the selection committee will be looking for concrete ideas!

Dates	Activity	Person Responsible

H. Project Resources: What materials will you need for this project? Be as specific as possible.

Project Needs	Unit Cost	Total Cost

I. **Project Budget:** To the extent possible, itemize costs based upon your projected needs in the question above.

- J. Supporting materials: What else will you need to include with the CLP proposal? Think about materials that you will need to develop or people you need to approach.
 - 1. Names of institutions/venues that will provide support letters for cost sharing funds:

2. Names of collaborating individuals who will need to provide their resumes:

3. Do you need to develop a detailed agenda for an event : yes

NOTES
