PI		Award ID	
Institution		Program	Student STEM Enrichment Program
Award Amount		Project Title	

Award Start - Award End

Expenditures

Paid (Less Refunds)

Expenditures Less Paid

Academic Rank		Department	
Project Title			

Progress Report - SSEP Progress Report

Submit to Grant Maker A   Final

Progress Report: Student STEM Enrichment Program

Awardees must provide BWF with an annual progress report detailing program progress. Reports must be submitted by the due date, November 30, according to the instructions below. Failure to submit any portion of the report by the due date will result in an interruption or cancellation of your funds. All PDF on-line forms and instructions referenced on this page are accessible below.

Proposal Central deliverables cannot accept special characters including asterisks, colons, semi-colons, TM trademarks plus signs, ampersands, less than symbols, percent signs, microns and beta Latin symbols, bullets, alphabetical lists, and tabs.

Save   Cancel

* 1. Project Plan

a. Needs Addressed by your Project. In this section please describe the problem that you are trying to address. You might think of this section as "describing the situation" or "setting the scene" for why intervention was necessary or optimal. This is your chance to remind the reader why what you do is important—writing about the context in which you work, and the needs of your beneficiaries. This section should help your audience understand the problem or opportunity you're addressing and how it affects people's lives.
-- Please indicate if the needs or opportunities addressed have changed in any way over the past year from what had been originally proposed.

* b. Defined Aims. Describe the framework for your approach to your project and the specific goals, objectives or aims that are being sought through project implementation. Be explicit about the key mechanisms through which your project is designed to achieve these

aims. An easy way to display your project framework is through the inclusion of a project logic model or theory of action.

   Please indicate if the project aims of framework have changed in any way over the past year from what had been originally proposed.

* c. Activities. Describe the activities that were implemented by the project during this reporting cycle and how they relate to your strategy for addressing the problem (coherency). The purpose is to expand and explain your context to compliment the information shared in the data capture tool. Be concise. Consider using appendices for more detailed information about your activities. Make clear the intended participants for each activity. Talk about what resources are used to make these activities happen. If applicable, mention how funding from another source or resources from somewhere else are being leveraged to make your activities possible/better. Also describe the facilities used and include a schedule of student activities.

* 2. Project Implementation

a. Participants. This is a space to offer information about participants to compliment and build upon what is shared in the data capture tool. Please describe other interesting aspects of your participant pool. If subsets of participants experienced the program differently make clear the characteristics of the subgroups and the amount and type of exposure provided to each.

* b. Staffing. This is a space to offer information about staff to compliment and build upon what is shared in the data capture tool.   Discuss the needs filled by staff, their various roles, and the type of engagement staff have with students.

* 3. Implementation Evaluation

a. Fidelity. This is a section to describe whether you were able to accomplish the activities as intended. If challenges arose that required you to do something different than what you had set out to do, this is the place to briefly mention those challenges and what changed about your project. (You can provide more detailed explanations later in the "lessons learned" section.) For example, if your activities were poorly attended that should be mentioned here. Also, please include how fidelity was monitored during your project.

* b. Quality. This is where you can report on the quality of the activities, likely measured by participant perceptions of accessibility, sufficiency, alignment, value, and effectiveness. For example, participants reporting the activities were fun and engaging or instructors indicating that students struggled to stay on task. Remember to include how quality was monitored during your project.

* 4. Impact Evaluation

This section addresses "How do you know you've made a difference?". Ensure your evidence aligns with your project's objectives and logic model. Specify how and by whom the evidence was gathered (e.g., survey and participants). Mention affected stakeholders (students, parents, etc.). If an outcome lacks data, describe future plans to tackle it. Attach any evaluation tools used and name any external instruments, providing references if possible. Broadly consider impacts, using the provided sub headings. Mark "NA" if a sub heading isn't relevant.

a. Short term Impacts. This includes changes in behavior or cognition during the life of the project participation.

* b. Intermediate and Long-term Impacts. This involves tracking back to participants after their direct participation has ended to identify if and how the project had longer term impacts on participants.

* c. Contextual Impacts. This includes changes in environments and in the "way business is conducted." This section is where you would talk about new partners or increases in connectivity that may have been established or deepened through the project. Mention any specific system changes (e.g., student participants now invited to present at conferences/meetings; new courses are offered for participants through early college, students in afterschool programs now engaging in other STEM opportunities that were not previously available). Describe economic impacts of grant (e.g., jobs created, resources for students, etc.).If new funding was obtained or assets leveraged to expand or sustain your project, that would be described here. Special emphasis should be placed on reporting on increased connectivity with local STEM Ecosystem efforts or other opportunities and resources highlighted by BWF at their meetings (NCCAP, NCSHP, NC Science Networks, & etc.)

* 5. Reflections

In addition to the impacts of the program on those you served, your insights into how better to offer programming of this nature to increase effectiveness is also valued. Take time to reflect on what the evidence (or implementation process) has communicated to you about your work, and on what you intend to do differently because of that reflection. In this section, you want to see yourself as someone who can help educate the next person following in your footsteps who might be following a similar path with the same goal. Be transparent, open, and honest. The report is a space to voice achievements and celebrate successes, however if the project hasn't been able to achieve all it wanted to in the past year then be honest about it.

a. Best Practices Identified. What aspects of your program worked really well and seemed to be effective mechanisms or strategies for providing enriching STEM content and activities to targeted students?

* b. Program Adaptations. If you found ways that your program adapted to overcome obstacles or enhanced your program design in ways that others could benefit from your learning please describe your learning process and describe the successful adaptations that your project experienced.

* c. Challenging Barriers. If obstacles continue to pose a challenge for you, please identify the issues or barriers encountered and any thoughts on potential solutions, resources, collaborations, or partnerships that might be helpful for overcoming these barriers.

[text area]

* 6. Sustainability

What, if any, plans do you have in place to sustain the program beyond BWF support? What strategies are you considering?

[text area]

[Save]   Cancel

*SSEP Project Data Capture Tool and Appendices ❓

The SSEP Project Data Capture Tool is a multi-sheet excel workbook that is designed to collect precise data about project activities and students served.

Data Capture overview: https://youtu.be/NQS5d64ga9U

Please submit it as a separate file.

If you have any appendices to your progress report, you may upload them here.

Allowable File Types

⬆ Drag & drop your file to upload, or click here to browse.
File size must be 150 MB or less.

SSEP Report Additional Questions

Please complete the applicable information below:

* For the granting cycle, are you reporting on your:

Select   ⌄

* Does this work build on a prior SSEP award?

Select   ⌄

* Have you secured additional funding, beyond the SSEP awarded funding, that supports the current project activities?

Select   ⌄

* Have you secured additional resources/donations that helps to support the current project activities?

Select ⌄

* Have you identified alternative funding sources to sustain your project work beyond the SSEP funding period?

Select ⌄

* Please select the STEM Ecosystems or network that you collaborated with this year in offering your project activities? Check all that apply.

☐ STEM SENC

☐ STEM West

☐ STEM East

☐ NC Piedmont STEM Education Ecosystem

☐ Other Please specify the ecosystem or network

* Project activities occur during (select one):

○ year round

○ summer only

○ school year only

* Please indicate the number of new students enrolled in your program during the time period indicated above (Note: We understand some programs do not recruit new students for each year of the project.):

* Please select all the grades that your project was designed to serve. Check all that apply.

☐ Pre-K

☐ K

☐ 1

☐ 2

☐ 3

☐ 4

☐ 5

☐ 6

☐ 7

☐ 8

☐ 9

☐ 10

☐ 11

☐ 12

* Please select any underserved groups that your project was designed to engage: Check all that apply.

☐ Students from a geographically underserved population

☐ Students from an economically underserved population

☐ Female participants

☐ Hispanic/Latino participants

☐ Black/African American participants

☐ Native American participants

☐ Migrant participants

☐ Other underserved groups

* Please identify the BWF priority areas, if any, that your project is addressing.

☐ Climate change and climate change impacts on the environment

☐ Communicating Science through Art

☐ Equity, access, and opportunity in STEM programming (Diversity, Equity, and Inclusion)

* Who do you collect evaluation data (e.g., feedback on the program quality, program impacts) from? Check all that apply.

☐ Student participants

☐ Parents

☐ Staff

☐ Organizational partners

☐ Other

* Thinking about the evaluation tools you use to collect participant impact data, what types of tools do you use? Check all that apply.

☐ Survey

☐ Test/assessment

☐ Focus groups

☐ 1 1 interviews

☐ Participant portfolios or artifacts

☐ Other

* What impacts are you measuring? Check all that apply.

☐ Content knowledge

☐ Skill gains

☐ Attitudes towards STEM (e g interest)

☐ Self perceptions of ability (e g , confidence, self efficacy)

☐ Other

* What kind of analysis did you perform? Check all that apply.

☐ Quantitative analysis of pre and post data

☐ Quantitative analysis of retrospective pre and post data

☐ Quantitative analysis of post data

☐ Qualitative analysis of emerging impacts

☐ Qualitative analysis of mechanisms of change

* Did you find statistical significance? (Please make sure it's described in your report.)

Select ⌄

Save   Cancel

*Electronic Signatures

_____

* **Enter Electronic Signature 1**

   Assigned To : PI

Submit to Grant Maker As Final