

Sample NCLCA Conference Poster Session

A. Title

How to Write a Brenda Pfaehler Professional Development Grant

B. Summary

Each year the National College Learning Center Association awards the \$1000 Brenda Pfaehler Professional Development Grant to foster the professional growth of our members in their research, leadership, and/or curriculum innovation. This session will provide participants an opportunity to see an outline for developing an award winning proposal and provide them examples of past proposals.

C. Content

This poster session will provide conference attendees an opportunity to see the outline and process to follow when applying for the Brenda Pfaehler Professional Development Grant. The session will outline how to develop a project justification that includes:

- I. Title Page and Resume/Curriculum Vita**
- II. Need Statement**
- III. Purpose Statement**
- IV. Project Objectives**

and a Project Plan that includes:

- I. Project Design**
- II. Project Activities and Schedule**
- III. Budget**
- IV. Management Plan**
- V. Evaluation Plan**

Conference attendees will also have the opportunity to ask the presenter specific questions about how they can get started in developing a grant for next year.