

# Project WET LEADER REPORT FORM

Date:

Workshop #:

(Office Use Only)

Name:

Daytime Phone (    )

Affiliation:

Fax:(    )

Date(s) & times workshop held:

Location:

Names of other Project WET Leaders:

Number of workshop participants:

*AUDIENCE: Please indicate the **number** of participants in each category.*

In-Service Teachers

Pre-Service Teachers (College Students)

Early Childhood

Early Childhood

Elementary School

Elementary School

Middle School

Middle School

High School

High School

College/University

College/University

School Administrators

Non-formal Educators (e.g., Staff at park, outdoor education center, nature center, zoo, museum; youth group leader; water resource specialists at government agencies)

Other:

*AGENDA COMPONENTS: Check which of the following were incorporated into your workshop agenda. Please attach a copy of your agenda and any other workshop related documents.*

Welcome/Introductions

Leader-led Activities

Ice Breaker

Peer Teaching

Workshop Objectives

Curriculum

Project WET

Connections

Background

Evaluation

Overview of Guide

Other (*Specify*)

Activities listed on agenda (if not, please include a list of activities used)

Did your workshop include Healthy Water, Healthy People Curriculum Guides and Activities?

Yes  No

WORKSHOP OVERVIEW: *How did the workshop go (participant responses, what worked well, ideas for next workshop, etc.)?*

BUDGET INFORMATION:	Item	Value
In-kind Contribution	_____	_____
	_____	_____
	_____	_____
	Total	_____
Direct Expenses	_____	_____
	_____	_____
	_____	_____
	Total	_____

Total Fee Charged to each Participant (includes guide fees)

ACADEMIC OR OTHER CREDIT WAS PROVIDED:  Yes  No

If Yes, what kind:

How many units:

From:

<b>CHECKLIST</b>
------------------

- I have enclosed Participant Feedback Forms.
- I have enclosed a workshop flyer, agenda, sample handouts, and/or news article, etc.
- I have returned or made arrangements to return unused guides.

Please return this form and other related documents to:

**Ohio Environmental Protection Agency  
Office of Environmental Education  
P.O. Box 1049  
Columbus, Ohio 43216-1049**

**DO NOT SEND PAYMENTS TO OHIO EPA.**

Water Management Association of Ohio will invoice you for books after this completed form is received.

Questions? Dennis L. Clement, State Coordinator, 614-644-2048 or [dennis.clement@epa.ohio.gov](mailto:dennis.clement@epa.ohio.gov)

Sponsored by Ohio Water Education Program (OWEP): Ohio Department of Agriculture, Water Management Association of Ohio, Water Resources Center and the Ohio Environmental Protection Agency