

Broader Impact/Outreach Programming – 10 Steps for Initial Faculty Consultations

Process: Use the following questions to arrive at a feasible outreach/broader impact program as part of the grant proposal being submitted.

	Question	Purpose
1	Research: What are the project research questions?	Gain an understanding of the research project.
2	Research: What are the research interests?	Gain an understanding of the research topics.
3	Audience: Who is the target audience for outreach?	Determine who the researcher feels comfortable reaching out to.
4	Activity Type: What type of activity is the researcher potentially interested?	Generate a few options. At least three. Take into account existing programs that can be augmented or models that can be replicated.
5	Budget: What are the costs for each activity being considered?	Determine budget needs for the different activities to arrive at which ones to execute. Take into account: instructors, design time, materials, travel expenses, stipends, location fees, and technology needs. In addition need to budget training design time plus training programs for volunteers/staff.
6	Goal: What do you expect the audience to take away from participation in the chosen activity?	Determine the learning goal for your audience. Determine what is feasible for the audience to learn. If targeting teachers, determine what is feasible for them to be able to teach.
7	Data: What data is necessary to collect besides demographic and numbers?	Determine what story the data needs to tell. Is it programming effectiveness, programming approach & design, learning competencies reached, or participant engagement/attitude shifts.
8	How involved does the researcher want to be with the broader impact programming?	Determine if the researcher wants to be directly involved in the broader impact activities and to what extent.
9	Who will be designing and offering the broader impact programming?	Determine who will be hired to run the outreach programs. Determine who will need training to execute the programming, especially if UG's or Grad students are involved/hired as support staff.
10	What involvement will the STEM Learning Center have beyond this initial consult?	Determine if the STEM Learning Center will be brought in to oversee or run the outreach programs, hence becoming a formal partner in the grant proposal project.

To schedule an exploratory consult for a grant please contact: Michelle Higgins (mlhiggins@email.arizona.edu) or Sara Chavarria (spchavar@email.arizona.edu) to schedule your initial consultation.