



## PLT Facilitator and Workshop Requirements Checklist:

### Facilitator Requirements:

- Plan and conduct a minimum of **4 educator workshops every 4 years**. At least one of the workshops must be a PLT or PLT-related workshop.
- Make arrangements to co-facilitate the workshop and/or include a resource professional.
- Develop educator workshops that meet at least the minimum length and activity requirements.
- Include the critical workshop elements in the agenda (i.e., welcome, overview, hike thru guide, resources, how PLT meets standards, evaluation, certificates, etc...).
- Send in workshop proposal with attached agenda to PA PLT coordinator at least 4 weeks in advance.
- At workshop, have participants complete participant information and participant evaluation forms.
- After workshop, complete facilitator coversheet, attach completed participant information and evaluation forms, final agenda and send to PA PLT coordinator within one month after workshop.
- Return extra books and materials.

### Environmental Experiences for Early Childhood Workshop Requirements:

- Workshop is at least **4 hours long** (if combined with another workshop then at least 3 hours must be dedicated to PLT activities with total workshop time of 6 hours)
- Model at least **three** activities and select activities that involve a variety of learning strategies and demonstrate PLTs ability to help students move from awareness to action.

### PreK-8 Environmental Education Activity Guide Workshop Requirements:

- Workshop is at least **6 hours long** (if combined with another workshop then at least 4 hours must be dedicated to PLT activities with total workshop time of 8 hours)
- Model at least **five** activities and select activities that involve a variety of learning strategies and demonstrate PLTs ability to help students move from awareness to action.

### Secondary Modules Workshop Requirements:

- Workshop is at least **2 hours long** for a module with an additional hour added for each additional module included in the workshop.
- Model at least **two** activities for each secondary module. Select activities that involve a variety of learning strategies and demonstrate PLTs ability to help students move from awareness to action.