

Attention 2004 LCE Grant Recipients
FINAL Reports are due July 31, 2005
Please read the following information carefully!

The 2004 LCE Final Reports are due by **July 31, 2005**, as stipulated in the Conditions for Award of Funds. Final **budgets** are due from your sponsored projects office by **September 30, 2005**; signed hard copy budget reports should be submitted under separate cover to LCE Grants, 2020 N. Central Avenue, Suite 230, Phoenix, AZ 85004, Attention: Gail Luck.

Purpose of Final Report

The final report for the LCE Grant serves two purposes:

1. **To provide accountability** to the Arizona Board of Regents that the project was executed as funded.

An outline for completing your final report follows. The report should be based upon the purpose, goals, objectives and assessments outlined in the original proposal. Faculty evaluators will be using your original proposal and this outline to review the final report.

2. **To serve as a means of disseminating information** to other faculty in the Arizona University System about effective methods for using LCE for course improvement, methods for assessing or for conducting LCE research.

The LCE grant program was initiated in order to help infuse more learner-centered approaches into the university system. The project design and final results were intended to be shared with other faculty so will be posted on the ABOR web site for general access.

Report Length. The report does not have a space limit, but please follow the outline **exactly**. You may include attachments to provide greater detail and explanations and you may also include web links, such as to a website tied to your project.

Extensions. No-cost extensions will be considered on an individual basis. If you believe you will be unable to finish your project by the deadline or believe it will be improved by having additional time, please e-mail me: Stephanie.Jacobson@asu.edu.

Please contact me if you have any questions about the final report. It has been a pleasure working with you.

Sincerely,

Stephanie Jacobson
Project Director/LCE Grant Program
Associate Executive Director for Academic and Student Affairs

Learner-Centered Education Grants

2004 Final Report Template

Please use this template to complete your report.

***Instructions:** Immediately save this document by doing a “save as” to your desktop or in a personal folder. The form will then be ready to use. Please address each item below. When completed, e-mail to gail.luck@asu.edu*

1. Project Name and Project Director’s Name. Include mailing address, phone and e-mail address.

Project Name:

Director Name:

Address:

Phone:

E-Mail:

2. Brief Description of Project:

3. Goals, Outcomes and Assessments

a. Goals and Primary Accomplishments:

b. Outcomes and Assessment for each Goal:

4. Problems or Issues Encountered:

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5. Conclusions, Recommendations and Future Directions:

6. Has this project led to sustainable change in your department/college? Describe:

7. Impact:

a. Have other faculty been affected by this project? Yes No. If so, describe:

b. Number of courses affected/involved.

c. Number of students affected.

8. Significant Outcome:

What was the most significant outcome based on learner-centered principles that occurred through your project?