**TEI Implementation/ Design Teams Template for Reporting**

Design Team Focus

• Approved Innovation:

[ ] Mursion [ ] Ethical Educator [ ] WYCOLA [ ] WYECON [ ] CIS

• E4 Model

 [ ] Phase 1 – Exploration

 [ ] Phase 2 – Experiential Learning

 [ ] Phase 3 – Embedded Practice

 [ ] Phase 4 – Entry Into The Profession

* Design Team Members (List)

Leader:

 Member:

 Member:

 Member:

 TEI Staff Support: [ ] E4 Director [ ] TEI Managing Director

* Charge to Team Received & Reviewed: [ ]  Yes [ ]  N

 Date

Principle(s) *(Limit to 25 words)*

Goals (These can be copied, cut and pasted to customize)

*(state goals around access, quality, and metrics in measurable terms)*

Goal 1:

 Accessibility and Outreach

 Quality – Ideation and Research

Goal 2:

 Accessibility and Outreach

 Quality – Ideation and Research

Goal 3:

 Accessibility and Outreach

 Quality – Ideation and Research

Goal 4:

 Accessibility and Outreach

 Quality – Ideation and Research

Measurement (These can be copied, cut and pasted to customize)

Metric(s) to capture impact of programs and effects on candidate quality:

Data Collection Approach

Who

How

When

Why

What (instrument/method)

Cost

Data Analysis Approach

Who

How

When

Why

What

Cost

Data Reporting Approach

Who

How

When

Why

What

Cost

Response to Data (how it will be used)

Who

How

When

Why

What

Cost

Build / Design Components to be Developed & Implemented (These can be copied, cut and pasted to customize)

**Component 1:**

Why

Who

Activities

How

When

Cost

**Pilot Project 1:**

 Why

Who

Activities

How

When

Cost

**Refine and Scale 1:**

Why

Who

Activities

How

When

Cost

Project Milestones

* Use GANTT CHART template (ATTACHED) to list all activities with dates to be:
	+ - * Designed
			* Piloted
			* Integrated into COEd Program(s)

START UP Budget

* Refer to TEI START UP BUDGET Template in Excel Spreadsheet
* Please write your budget narrative in the space below explaining how your budget addresses your above goals, measurement, and project components and activities. Please include budget codes from spreadsheets, when applicable.

SUSTAINABILITY Budget

* Refer to TEI SUSTAINABILITY BUDGET Template.
* Refer to TEI SUSTAINABILITY UP BUDGET Template in Excel Spreadsheet
* Please write your budget narrative in the space below explaining how your budget addresses your above goals, measurement, and project components and activities. Please include budget codes from spreadsheets, when applicable.