



Creating Environments that  
Reach Every Student:  
A Capacity-Building Program

## Administrator Support

Applicant Name: \_\_\_\_\_

The above faculty member named above is applying to take part in an American Association of Physics Teachers (AAPT) experience designed to empower physics/astronomy faculty at two-year colleges to implement strategies that support the learning of all students by using welcoming practices that help students experience self-efficacy and a sense of belonging. This two-year program includes: (i) online discussions, (ii) two in-person conferences where they will be trained on various inclusive-teaching strategies, and (iii) a mentoring program. The program is funded by the NSF-DUE Grant #2212807; there are no workshop fees associated with this experience, and the grant will cover transportation (economy class fare up to \$900, plus any on-site transportation needs), lodging, and food for participants during the two in-person conferences.

Your institution is expected to cover any remaining costs associated with travel for this applicant; if your institution is prohibited from funding for out-of-state travel, or is otherwise unable to help this applicant in such a manner, scholarships may be available to the participants. The first conference will take place at the St. Louis Union Station Hilton Hotel, St. Louis, Missouri (January 18-19, 2025). The AAPT National Winter Meeting will be held at the same location, January 18-21, 2025, and we hope that your faculty member will consider staying for the AAPT national meeting. The second conference will be held in January 2026, tentatively in Las Vegas, NV (in association with the AAPT national meeting).

More information about this experience can be found at: <https://OPTYCs.AAPT.org/DEI/>.

We hope you will consider supporting your instructor with the tools and techniques that have been shown to best support student success.

---

### Administrator

Name:

Title or Position:

### Institution

Name:

Address:

The above named institution:

\_\_\_\_\_ agrees to pay any remaining travel costs for our faculty member to attend both conferences associated with the Creating Environments that Reach Every Student: A Capacity-Building Program

OR

\_\_\_\_\_ cannot use funds for out-of-state travel, and I support the applicant's request for a scholarship for full travel funding.

\*\*\* If neither option is appropriate, please contact the OPTYCs Director, Kris Lui ([klui@aapt.org](mailto:klui@aapt.org)), to discuss alternative arrangements.

Administrator's Signature \_\_\_\_\_

Date \_\_\_\_\_

[OPTYCs.aapt.org](https://OPTYCs.aapt.org)

OPTYCs is funded by NSF-DUE-2212807 and is supported by AAPT.