



Leadership
Institute

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 an initiative as part of their leadership training. This year-long program includes: (i) online discussions, (ii) one in-person conference where they will be trained on various leadership strategies, a (iii) a mentoring program, and (iv) a virtual closing conversation and showcase. This 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 airfare up to \$600, plus any on-site transportation needs), lodging, and food for participants during the in-person conference.

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 will be made available to the participants. The in-person training conference will take place at the Hilton New Orleans Riverside, New Orleans, Louisiana (January 6, 2024). The AAPT national winter meeting will be held at the same location (January 6-9, 2024). We hope that your faculty member will consider staying for the AAPT national meeting, and presenting a talk or poster.

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

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

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 DEI 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), to discuss alternative arrangements.

Administrator's Signature

Date

OPTYCs.aapt.org

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