

Friends of the Straub Environmental Learning Center
Educational Program Form
(External Organization)

Activity Name:

Contact Person(s):

Address

Phone Number

E-mail

Date(s) and Time(s): *Both a community room and a science classroom/lab are available for use after 3:15 weekdays throughout the school year, weekends, and any time during the summer months. In addition, the community room may be available throughout the day during the school year depending on school use and scheduling.*

Intended Audience:

Expected Number of Participants:

Goal of the Activity:

Description of the Activity:

Cost to Participants (Admission/registration fees):

Facility needs (chairs, tables, etc.): *Two rooms are available for public use, a community room with moveable tables and chairs and a science classroom/lab with desks and lab tables.*

Technology needed: *(TV/VCR, Overhead projector and screen, Dry erase board, and Internet connection are available)*

As part of the agreement to use the facilities please:

1) Submit an evaluation to SELC that includes an estimated amount of time for preparation, facility use, and clean up; the numbers of attendees; activity evaluation; and any feedback on ways to improve SELC educational programming.

2) Leave the facilities clean and equipment in its proper place, leaving them in the condition in which they were found.