



Alabama Outdoor Classroom Program Individual Project Plan Worksheet



Fill out a Project Plan (below) for each Project and/or Learning Station.

Make extra copies of the Project Plan worksheets as needed.

Name of Project: _____ **Date:** _____

Develop a Construction Schedule with identified tasks, sources of labor, associated estimated labor costs (if any), and realistic timelines. Break the project down into small steps and share it with volunteers when possible. Many times companies will donate their labor or consultants' fees. Also, be realistic about what can be accomplished in one semester or one school year as you set your target dates for completion.

CONSTRUCTION SCHEDULE				
Task List	Source of Labor	Estimated Labor Cost	Monetary/ In-Kind Donation	Target Date for Completion

OC Tip #1: Be sure to include “Take Photos” and/or “Keep a scrapbook” under your list of tasks.

OC Tip #2: Hold an “Outdoor Classroom Day” when students, parents and community volunteers can cycle through to help with the construction of one of more outdoor classroom projects. For details, click on the “Outdoor Classroom Work Days” link on AWF’s Outdoor Classroom webpage at alabamawildlife.org/classrooms/.

OC Tip #3: Keep an Outdoor Classroom Volunteer Log including the names, contact information, and number of hours donated by each volunteer using the “Volunteer Log” under the “Planning Materials” link on AWF’s website.



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Identify what types of maintenance will be required (if any) and when (season or specific month) including the summer months, and assign these duties to students, parents, and/or community volunteers. You can also use the “Maintenance Plan Checklist” under the “Planning Materials” link at alabamawildlife.org/classrooms/.

MAINTENANCE SCHEDULE				
Tasks List	Source of Labor	Estimated Labor Cost	Monetary/ In-Kind Donation	Maintenance Dates

Put together a Maintenance Budget before constructing your project including supplies needed to maintain the learning station such as a sprinkler system for raised bed gardens. Ask the PTA/PTO to provide a line item in their budget for annual maintenance.

MAINTENANCE BUDGET			
Maintenance Supplies	Source of Supplies	Estimated Cost	Monetary/In-Kind Donation

The Alabama Outdoor Classroom Program is a partnership between:



*Alabama Cooperative
Extension System*



Alabama Wildlife Federation
www.alabamawildlife.org/classrooms/



*Alabama Department of
Conservation & Natural Resources*