

Implementation Steps

Thank you for participating in Think! Energy with UGI. If you have any questions or concerns about your scheduled date or time, please email Jeanette Orlando at jeanette.orlando@nef1.org or call 800-616-8326 ext. 140.

1

Verify you have received a tote containing:

- *Teacher Folder*
- Energy stick
- *Family Guides*
- Color-changing pencils, which are student incentives for completing the *Home Energy Worksheet* (HEW)

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Next:

- National Energy Foundation (NEF) energy educators will conduct a 45 to 60 minute presentation in your school.
- **Shortly AFTER the presentation**, give each student a *Take Action Kit* and have them remove the HEW from the outside pocket of the kit to **write down your teacher ID**. Your teacher ID is located on your folder or students can use our lookup tool online. Remember to complete this form with an adult either online OR using the paper form.
- Give each student a *Family Guide*.

The screenshot shows a web form titled "Find Your Teacher ID". It has three steps: "1 Find Your School", "2 Find Your Teacher", and "3 Submit Your Form". Under step 1, it says "Enter the keyword of your school's name. Example - Kennedy for John F Kennedy" and has a text input field labeled "School Name". Below the input field is a green button labeled "Search for School". At the bottom, there is a small note: "Don't know your Teacher ID? No problem. Use this tool to find your teacher ID."

3

Final steps:

- Reward students with a color-changing pencil when they (**with an adult**) complete the HEW online at thinkenergy.org/ugi OR complete the paper form.
- Return any papers (not submitted online) in the postage paid envelope from your folder.



Additional information on the back.

Home Energy Worksheet

- Mini-grants are being issued to each eligible participating teacher as an Amazon eGift Card. Have your students complete the HEW (online or return papers) by the due date.
- You will receive a daily notification email with those students' names who have completed the HEW. Do NOT send in the paper forms from these students.
- Watch for an email from NEF acknowledging receipt of your packet. Mini-grants range from \$25 to \$100 depending on the percentage of forms submitted. See program emails for the due date.
 - 80% or more submitted forms = \$100
 - 50 to 79% of submitted forms = \$50
 - Less than 50% submitted forms = \$25

Other

- Complete the program evaluation with the link from the follow-up emails.
- You can make a thank you card from the template provided in the email. Take a picture of the card and email it to tiffany.foland@nef1.org.
- Additional e-learning curriculum such as interactive learning games, videos and activities are available at thinkenergy.org/ugi.

