



## Innovation Application Timeline & Checklist

	<b>Action</b>	<b>Time Needed</b>	<b>Notes</b>	<b>Done</b>
1	Leader views Introduction Module, alone or with PDF support. <a href="#">Introduction Module</a>	30–60 minutes. PDF support optional.		
2	PDF discusses Give and Get, Roles and Responsibilities and Stages of Implementation documents with leaders.	Approx. 60 minutes. PDF support needed.		
3	PDF presents Digging Deeper Module with a team, including leader(s), from the program.	Approx. 60 minutes. PDF support needed.		
4	PDF works through Hexagon Tool with team, including leader(s), from the program. <a href="#">Hexagon Tool</a>	Approx. 1.5–2 hours. PDF support needed.		
5	Leader(s) and/or team determine whether or not to apply.	Depending on team. PDF optional.		
6	Leader completes Innovation by <b>February 1, 2023</b> . School Board Approval is required for the JPA if selected, but is not required for the application.	Depending on team. <i>(PDF cannot assist in completing application.)</i>		

Applications available through your assigned Professional Development Facilitator (PDF). November 2022