

Dear [insert Principal name],

I would like to share an exciting professional learning opportunity that I am interested in pursuing this summer.

The program is led by the **Children's Environmental Literacy Foundation**, "CELf," a PD organization that provides engaging and transformative professional learning for K-12 teachers and school communities. The [CELf Summer Institute](#) provides curriculum design support to integrate sustainability principles and practices into existing curricula across **ALL content areas**.

The CELf 2022 Summer Institutes focus on giving teachers space to reflect and re-energize together with peers. Teachers will explore concepts of sustainability that emphasize community well-being as the core to enabling meaningful learning for students. CELf supports teachers as they reframe and reflect upon their teaching practices to incorporate sustainability and civic engagement throughout the school year. This approach ensures that our next generation is prepared with the systems-thinking mindset they'll need to solve the world's most pressing challenges.

The Institute I would like to attend is [insert Institute Session] and takes place [insert dates & total hours]. The program is known as one of the best in the field of Education for Sustainability. It would be an invaluable professional learning experience for me.

Through the CELf 2022 Summer Institute, I can take advantage of opportunities that would lead directly to positive outcomes for our students such as:

1. Increased STEM skills through data collection and analysis and effective communication
2. Empowering students to take action on environmental issues and school community projects
3. Develop knowledge, aptitude and skills to be changemakers
4. Increased knowledge in critical thinking and problem solving related to real world learning

Participant outcomes from the CELf Summer Institute include: completion of a resigned lesson with the integration of the [Big Ideas of Sustainability](#) or a project planner using the [CELf Inquiry to Action Framework](#). My participation and takeaways will support our school's focus on place-based education and project-based learning, and I'll use the strategies I learn to help advance sustainability initiatives and environmental literacy at our school. At the end of the Institute, I will receive a signed certificate of completion that can be used for continuing education credits.

Thanks for considering this important and timely PD opportunity. With your support, I can be even more effective in creating an authentic and meaningful curriculum for my students as well as strengthen my instructional practices for the upcoming school year.

Sincerely,
[Signature]