

CEBS Professional Development Fund Application Form

The College has received an allocation of funds from the Provost's Office to support faculty professional development. Each fulltime faculty member in a regular line may apply to receive up to \$1000 to reimburse allowable costs associated with professional development activities that will enhance teaching, scholarship, or service and bring visibility to the University.

In the case of professional travel, funds will be prioritized to support faculty members who are making a presentation at a conference or who are attending a specific training workshop geared to enhancing their skills. Up to \$1,000 is allowable for those presenting, whereas up to \$500 is allowable for those attending a conference. When using these funds to support professional travel, please use the University Travel Authorization form available at: <http://www.unco.edu/acctservices/acctpay/travpro.htm> Please pay particular attention to describing the "Purpose for Travel."

For all non-travel uses of the funds please provide the information requested below.
***The application deadline is April 10, 2011.

Faculty Name:

School/Program Area:

Describe Your Request:

Estimated Cost (not to exceed \$1,000):

How Will This Activity Enhance Your Teaching, Scholarship or Service?:

Faculty Signature:

Date:

Director Signature:

Date:

Dean Signature:

Date: