



Professional Administrative
Staff Council

Professional Development Grant Application

The PASC Professional Development Grant is intended to benefit UNC exempt employees, holding at least a .50 FTE position, who may not otherwise be able to participate in professional development opportunities. Eligible professional development opportunities include conference registration fees, webinar fees, and costs of certificate training. The grant does not cover tuition, student fees, travel expenses or food. Disbursement of the grant monies will require a paid receipt of fees for conference registration, webinars, or certificate training.

Please see website for application deadlines. If your application is approved, you will then be required to submit a paid receipt of conference registration fees, webinars, or certificate training. Disbursement of grant monies will not take place until a receipt of qualified expenses has been received by PASC.

Submission of this application does not guarantee any funding to the applicant.

Please submit the following to the PASC Grants and Scholarship Committee, at pasc@unco.edu.

- Completed grant application
- Copy of published materials (webpage or printed pamphlet/brochure) of professional development opportunity, showing dates and cost of conference, webinar or training

Employee Name: _____ **Bear Number:** _____

Position: _____

Briefly described how this opportunity will impact your professional goals at UNC: *(please limit your response to 200 words maximum)*

Employee Signature _____ **Date** ____/____/____

As supervisor, I support the employee's participation in this professional developmental opportunity. I confirm that the required expenses cannot be fully supported by the department.

Supervisor's Signature _____ **Date** ____/____/____