**FACULTY DEVELOPMENT GRANTS APPLICATION FORM**

**COLLEGE OF SCIENCE, TECHNOLOGY, ENGINEERING, AND MATHEMATICS**

**EASTERN KENTUCKY UNIVERSITY**

Faculty Development Grants are designed to provide financial assistance for significant faculty development opportunities. While preference will be given to supporting presentations at professional conferences, consideration will be given to a variety of professional development activities. In each case, the expectation is that a proposal will be reviewed and supported by the faculty member’s home department. Documentation of the presentation should be included (e.g. letter of acceptance for a presentation, copy of appropriate section of the official program, and call for applications/registrations for training workshops showing the topics to be covered, venue and dates). Before submitting an application, faculty should review the *guidelines for submission of faculty development grant proposals* posted on the college’s website.

*To be completed by the applicant*

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| **Application Date:** |  | **Presenting (Yes/No):** |  |
| **Name:** |  | **Date of trip:** |  |
| **Department:** |  | **Total cost of trip:** |  |

*To be completed by the department chair*

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| **Faculty Professional Development (FPD) account balance** |

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| **FPD account number:** |  | **Amount funded by FPD funds:** |  |
| **Dept. account number:** |  | **Amount funded by Dept.:** |  |

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| **Chair’s comments:** |

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| **Chair’s signature**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | **Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |  |

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| **Dean’s signature** | **Date** | **Account Number** | **Amount funded** |

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| **Description of the Project:** |

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| **Significance of the Project for Professional Development** |

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| **Budget For the Project:** |