**Staff Professional Development Grant Application**

**IUPUI Staff Council**

**Section 1 Cover Page**

Name:

Title:

School/Unit:

Department:

Campus Address:

Campus Email:

Campus Phone:

Category:

Professional Development Activity:

Activity Date(s):

Activity Location:

Activity Role(s):

Activity Website:

Amount Requested:

Supervisor Name:

Supervisor Email:

Application Submission Date:

*By submission of this proposal, the applicant agrees to accept responsibility for the conduct of the professional development activity, acknowledge this program support in any publications or materials, and for submission of the final report. Awardees may be featured in Staff Council or IUPUI media.*

**Section 2 Description of Professional Development Activity**

**Section 3 IUPUI Strategic Goals and Objectives and Your Contributions to IUPUI**

**Section 4 Budget and Justification**

**Category Amount**

|  |  |
| --- | --- |
| **Travel\***  Registration Fee Transportation  Lodging  Per Diem | $  $  $  $ |
| Membership  Certification  Subscription  Materials\*\*  Equipment \*\*  Other | $  $  $  $  $  $ |
| **TOTAL** | $ |

\*IU Travel Management Services rates and policies should be used (http://www.indiana.edu/~travel/)

\*\*Materials, equipment and any other items purchased with this grant become the property of Indiana University.

**Budget Justification:** Provide detail narrative for the amounts listed above.

**Section 5 Biosketch, Resume or Curriculum Vitae**