

Application for Faculty Professional Development Funding

Form Revised Jan. 2020

Faculty may submit an application to the Provost's Office (faculty.development@sdsmt.edu) for funding support for professional development expenses anticipated during the current academic year and summer (Fall-Spring-Summer)

*Submission Deadlines: September 15 and January 15 (or the next working day if date falls on a weekend or holiday)

*A committee will review the applications and the recipients will be notified by October 15 and February 15 (or the next working day if date falls on a weekend or holiday)

Recipients will receive funding up to \$1,000 for State-allowable professional development expenses

Eligibility: Must be a tenure-track Assistant Professor, tenure-track Associate Professor, Instructor, or Lecturer
Must be full-time employee of SD Mines
Recipients will only be funded once per fiscal year
Preference will be given to faculty who have not been previously funded

Criteria: Funding support may be requested for professional development experiences such as: professional conference or workshop travel expenses or publication fees

Applicant Information

Faculty Name _____

Department _____

Rank _____

Professional Development Experience Information

Dollar Amount Requested _____
Maximum of \$1,000

Reason for Request

Other Available Funding

Were you provided with start-up from the Provost's Office for the fiscal year in which the anticipated expenses will be incurred?

Yes _____ *FY Allocation Amount* _____

If yes, please attach your anticipated plan for use of these funds

No _____

Do you have an overhead account?

Yes _____ *Current Budgeted Amount* _____

If yes, please attach the FGIBAVL screen from Banner and your anticipated plan for use of these funds

No _____

Applicant Signature Date

Supervisor Signature Date