INSTRUCTIONS: Faculty members in the CNHS are eligible to apply to the Dean’s Office for additional professional development dollars under the following conditions:

- Professional development funds provided through external grants and/or endowments, and professional development funds allotted per CBA and have already been used or will be used in full for proposed activity, for which Dean’s Office funding is being requested
- Requests can only be used for attendance at a state, regional, national or international conference that will directly support a faculty member’s ability to enhance their teaching OR for attendance at a national or international conference at which a faculty member is presenting their research (i.e., theoretical, practice-based, basic science, applied, translational, etc.)
- Applications will be considered beginning October 1, 2017 through February 1, 2018
- Faculty members can only apply for support to attend one conference per year
- If funding requests exceed the dollars available, preference may be given to faculty who will be going up for reappointment, tenure or promotion and to those who are attempting to move their research in a new direction

As $20,000 has been allotted to this initiative during the 2017-2018 academic year, applications will be accepted by the first of each of the following months—October 1, December 1, and February 1 and decisions will be made by the 15th of each of these months with dollars awarded until funds are gone. Please complete the following application and submit to the Dean’s Office. The Dean will review all applications.
APPLICATION

NAME: ___________________________ DATE: ________________________

REQUEST FOR: ______ Enhancing teaching innovation
____ Presenting research

CONFERENCE NAME: _____________________________________________________

CONFERENCE DATE: ______________________________________________________

CONFERENCE LOCATION: ________________________________________________

HAVE ALREADY USED AVAILABLE

GRANT FUNDING: _____ YES _____ NO _____ NA

ENDOWMENT FUNDING: _____ YES _____ NO _____ NA

CBA FUNDING: _____ YES _____ NO _____ NA

REQUEST FOR PROFESSIONAL DEVELOPMENT FUNDS TO ENHANCE TEACHING

If you are requesting professional development funds for enhancing your teaching, please respond to the following questions:

1. Please check the CNHS strategic objectives which apply to your request with a brief (one sentence justification)
   a. ____ EDUCATION GOAL 1: Provide a high-quality effective educational environment for students, faculty, staff, and other community stakeholders that leads to excellent measurable outcomes.
      Justification: ______________________________________________________

   b. ____ EDUCATION GOAL 2: Cultivate an environment that is diverse and inclusive.
      Justification: ______________________________________________________

   c. ____ RESEARCH GOAL 1: Grow our research endeavor
      Justification: ______________________________________________________

   d. ____ SERVICE GOAL 1: Support our campus and community through service in health-related arenas
      Justification: ______________________________________________________
e.  ___ SERVICE GOAL 2: Partner with key constituents to provide pathways for practice that meet community health care needs  
   Justification: ____________________________________________________________

f.  ___ CNHS Supports GOAL 1: Foster faculty and staff excellence  
   Justification: ____________________________________________________________

2.  What course or courses do you intend to apply your new learning?

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<th>COURSE Number</th>
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<th>Number of Credits</th>
<th>UG/GR</th>
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3.  Are you willing to share the information you gained while attending the conference through a presentation at a brown bag lunch or at a college faculty meeting?
   ___ YES   ___ NO

4.  Other comments you would like to be considered in the review of your application:
   ________________________________________________________________________
   ________________________________________________________________________
   ________________________________________________________________________
   ________________________________________________________________________

PLEASE OUTLINE THE BUDGET YOU ARE REQUESTING BELOW: (please include any other funding sources you have received to facilitate your participation)

Airfare     ______
Lodging     ______
Meals       ______
Registration ______
Other: ______

TOTAL: ______

Support from Department/Program: ______
Support from other sources: ______

TOTAL REQUESTED FROM THE DEAN'S OFFICE: ______
REQUEST FOR PROFESSIONAL DEVELOPMENT FUNDS TO PRESENT RESEARCH

If you are requesting professional development funds to present your research at a national or international conference, please respond to the following questions:

1. Please check the CNHS strategic objectives which apply to your request with a brief (one sentence) justification.
   a. ___ EDUCATION GOAL 1: Provide a high-quality effective educational environment for students, faculty, staff, and other community stakeholders that leads to excellent measurable outcomes.
      Justification: ________________________________
   b. ___ EDUCATION GOAL 2: Cultivate an environment that is diverse and inclusive.
      Justification: ________________________________
   c. ___ RESEARCH GOAL: Grow our research endeavor
      Justification: ________________________________
   d. ___ SERVICE GOAL 1: Support our campus and community through service in health-related arenas
      Justification: ________________________________
   e. ___ SERVICE GOAL 2: Partner with key constituents to provide pathways for practice that meet community health care needs
      Justification: ________________________________
   f. ___ CNHS Supports GOAL 1: Foster faculty and staff excellence
      Justification: ________________________________

2. In what format will you be presenting your research?
   _____ Seminar
   _____ Technical Paper
   _____ Poster
   _____ Panel
   _____ Other

3. Title of your presentation: ________________________________

4. Approximate size of the conference (numbers attending): __________

5. Is this a new direction for your research? _____ Yes  _____ No

6. Will you be publishing this work?
   _____ Yes (Indicate where: ________________________________)
   _____ No (Indicate why: ________________________________)
7. Other comments you would like to be considered in the review of your application:
________________________________________________________________________________________
________________________________________________________________________________________
________________________________________________________________________________________
________________________________________________________________________________________

PLEASE OUTLINE THE BUDGET YOU ARE REQUESTING BELOW: (please include any other funding sources you have received to facilitate your participation)

Airfare  ____________
Lodging   ____________
Meals     ____________
Registration ____________
Other:     ____________

TOTAL: ____________

Support from Department/Program: ____________
Support from other sources: ____________

TOTAL REQUESTED FROM THE DEAN'S OFFICE: ____________