

## UW-LA CROSSE ACADEMIC STAFF COUNCIL

# PROFESSIONAL DEVELOPMENT GRANT

### INDIVIDUAL PROFESSIONAL DEVELOPMENT.

The Program should provide an opportunity for academic staff to enhance their effectiveness in meeting changing needs and roles in higher education.

### IMPROVED PROGRAM QUALITY.

Staff development opportunities should contribute to improving program vitality during a period of anticipated resource constraints and rapidly changing administrative and educational needs.

### IMPROVED INSTITUTIONAL EFFECTIVENESS.

Professional development opportunities should be related directly to the mission of the University of Wisconsin-La Crosse and, thereby enhance the quality of the institution. Since the university's mission stresses excellence in teaching, opportunities for instructional academic staff should result in increased teaching effectiveness. Opportunities for non-instructional academic staff should strengthen areas of the university which support effective student development, increase the university's role as a community resource, and support the emphasis on teaching.

### ELIGIBILITY

All academic staff (instructional/non-instructional) with at least a .50 FTE academic year assignments.

Submit a complete proposal (See "Procedures for Submitting Academic Staff Development Proposals")

Late or incomplete proposals not accepted.

### TIME FRAME

IF YOUR ACTIVITY OCCURS BETWEEN	APPLICATION DEADLINE
July 1 and Oct. 31	JUNE 1
Nov. 1 and Feb. 28	OCTOBER 1
March 1 and June 30	FEBRUARY 1

### SELECTION CRITERIA

**Multiple contacts** - The number of individuals the proposal will benefit. Priority will be given to those proposals that benefit a larger number of staff and/or students. Separate applications must be submitted for each request. (i.e. each individual shall submit one application for each PD request with only one event and one applicant on an application.)

**Impact on Institution** - The degree to which the proposal outcome will increase UW's effectiveness, its offering, and its reputation.

**Level of Participation** - The more involved the participant in the event, i.e. presenting, coordination, etc. Having an active role in the event is preferred.

**Frequency of Funding** - Among equally strong proposals, priority given to academic staff who have not previously received a grant.

**Written Quality of Proposal** - Proposals that are well-written, clean and complete will be given preference.

### FUNDABLE ITEMS

Professional training and development

Active participation in a conference, such as presenting a paper, poster and/or participating in a workshop.

Professional development that is directly applicable and relevant to applicant's professional position and/or department/unit. Activity should have direct impact on improved services to students, staff and/or the institution.

Fees and tuition for UW System or non-UW System institution courses or for registration fees for workshops, seminars, institutes, etc (not toward the completion of a degree or academic/professional credential). The applicant must justify and document the need for training.

Fees for speakers brought to campus to provide presentations or workshops to academic staff with immediate impact on multiple academic staff. Primary focus of event/activity must be training/professional development of academic staff.

The purchase of required books and supplies for courses or workshops if it can be demonstrated to the Committee that these materials would have substantial use to others who have not participated in this training/development activity. Supplies funded remain the property of the University.

Travel, housing, meals and other related expenses related to activity

For more information and grant application visit:

[www.uwlax.edu/academic-staff-council/professional-development-grant](http://www.uwlax.edu/academic-staff-council/professional-development-grant)