PACADA PROFESSIONAL DEVELOPMENT GRANT

The deadline for the 2018 grant application is 5 pm on Friday, February 16, 2018.

Purpose
To provide PACADA members with financial support to attend professional conferences hosted by one of the following professional organizations:

- National Academic Advising Association (NACADA)
- Great Lakes Region 5 (Regional Branch of NACADA)
- Indiana Academic Advising Network (IAAN)
- Another nationally recognized higher education student services conference
- Other professional seminars, webinars, or online trainings that advance professional development in advising

Requirement
All grant recipients must present at PACADA Presents and/or write an article to be linked to PACADA’s website regarding the knowledge gained while attending the conference/training.

Application Information
1. Complete the cover page with the application.
2. Write a description of approximately 250 words of how the award will be used. Describe how the conference/training:
   a. Will benefit you
   b. Will benefit your students
   c. Will benefit your department
3. Demonstrate financial need by completing a simple itemized budget.
4. Provide a list of other professional development activities completed/attended in the past two years and the source(s) of funding.
5. Have you applied for or been awarded funding from another source to attend this specific professional development activity? If so, please list funding source and amount.
General Information

- Incomplete or late applications will NOT be considered.
- Recipients of a PACADA Professional Development Grant the previous year are not eligible to win a grant the following year. Thus, grants will not be awarded to an individual in two consecutive years.
- Applications are considered confidential information.
- Submission of an application does not guarantee funding.
- $400.00 grant is the maximum awarded to an individual attending a National Conference.
- $200.00 grant is the maximum awarded to an individual attending a Regional Conference.
- $100.00 grant is the maximum awarded to an individual attending a State Conference.
- The evaluation committee reserves the right to reduce individual award amounts in order to provide maximum grant benefit with available funds. Also, the award maximum is subject to change without notice, based on availability of funding.
- Funds may apply only to a single conference/training.
- The recipient must be a Purdue employee and a PACADA member at the time of the application and the conference/training.

Evaluation of Grant Applications

- Professionalism of the application
- Completeness of the application
- Overall impact of the professional development activity
- Applicant’s involvement in the conference, e.g., presentation, poster session, etc.
- Previous professional development activities
- Other available funding for professional development activities
- Stated need for professional development funding

Submission

Email your completed application materials to: Mandy Chalk, chalkm@purdue.edu

*only electronic submissions will be considered*