UM-DEARBORN LECTURER PROFESSIONAL DEVELOPMENT GRANT

THE UNIVERSITY OF MICHIGAN-DEARBORN
Office of Research and Sponsored Programs
1055 AB; voice: (313) 593-5468; fax: (313) 593-0526

APPLICATION COVER SHEET

Instructions: Applicants should complete this form and have their chairpersons or deans complete "**Unit Funding**." Forward the printed and signed Application Cover Sheet and one-page narrative **by 5 p.m. on the deadline day** to the above address.

Name of Applicant	e-mail address	Title
Office Address	Telephone No.	Department/School/College

Date(s) of Activity: _____

Date of this Application: _____

Budget Summary:

Budget Item (e.g., travel, workshop)	Support from Unit	Lecturer PD Grant	Total
TOTAL			

Amount Requested: _____

Appointment Verification: This application is being submitted by an Employee who has an active appointment on the Dearborn Campus of the University of Michigan, is a member of the LEO bargaining unit, and is not on full layoff status as of the date of this application.

_____

Signature of Applicant

REQUIRED: Unit Endorsement: By my signature, I verify that either: a) ☐ the applicant has applied and received funds from the unit as shown above or b) ☐ there is no unit support available for this purpose due to the following reason:

_____

b) if the application includes activities that would take the Lecturer away from his or her assigned responsibilities (e.g. teaching), the department (or academic unit) is supportive of this absence.

_____

Signature of Chairperson/Dean

REQUIRED: Attach a one-page narrative that includes: 1) a brief description of the activity or cost item, 2) how the support is related to your career and professional development at UM-Dearborn and the goals of this program; 3) an explanation or justification of the costs; and 4) outcomes or products expected with approximate time schedule.

Revised 10/5/2010

Note: Development activities approved through this grant process may or may not contribute to a Lecturer's "Professional Qualification" (PQ) or "Academic Qualification" (AQ) as defined by the requirements of the UM-Dearborn School of Management. School of Management Lecturers are encouraged to meet with their department chair to assess the impact that the planned development activity will have on PQ/AQ status.