

ATTENTION

Human Development and Family Studies Department

STUDENTS



Applications for PROFESSIONAL DEVELOPMENT FUNDING Are Now Available

The Department of Human Development and Family Studies is soliciting applications from our undergraduate and graduate students to fund travel for presentations and/or attendance at regional and national professional conferences. Completed applications can be sent to Carolyn Hale Carolyn.hale@unh.edu or in person to Pettee Room 218B.

Applications are due by the 15th of each month and will be submitted to the Chair of the Professional Development Committee.

UNH Department of Human Development and Family Studies

PROFESSIONAL DEVELOPMENT FUNDING Policies and Guidelines

The Department of Human Development and Family Studies is committed to helping support its students' presentations and attendance at regional and national professional conferences, professional training workshops and travel. Funding amounts and number of students funded may vary and will be determined annually. Decisions are made by the HDFFS Professional Development Committee with the Human Development and Family Studies Department Chair in an advisory role. After considering all elements of the applications, funds will be distributed according to the following guidelines:

- 1) Presenting at conferences in areas of their academic field
- 2) Attending professional trainings and workshops in areas of their academic field
- 3) Attending conferences in areas of their academic field
- 4) Travel related to professional development in areas of their academic field

HDFS students seeking funding should submit an application including:

- The conference or training purpose and dates
- Brochure or other description of conference / training
- Anticipated expenses
- If presenting, documentation of an accepted paper, poster or presentation
- Their role at the conference

Due to the limited funding available, HDFFS students are expected to contribute to their expenses and are encouraged to explore and document that they have sought funds from other campus sources (e.g., Graduate School) and external organizations/associations (e.g., SCRD). All funds received and their source(s) must be noted in the application.

Applications must include a letter of endorsement from the student's faculty advisor.

The Human Development and Family Studies Development Committee will review all applications and select recipients of professional development funding each month. Applications are to be submitted by the 15th of each month of the academic year to the Chair of the Professional Development Committee. Applicants will be notified of the determination of their requests by the first of the following month. Limited to one request per year.

Department of Human Development and Family Studies Professional Development Funding Application

Applicants must be HDFS students in good academic standing at time of application

Name _____ Date _____

Advisor _____ Phone _____

E-Mail Address _____

Admission Date _____ Undergraduate Graduate

Program of Study _____

Conference _____

Dates _____ Location _____

Conference Focus: State Regional National International

Student Role: Participant Officer Accepted Paper

Formal Presentation Poster Session

Title of Paper/Presentation _____

Total Anticipated Expenses (please attached an itemized list on a separate sheet): \$ _____

Other Funding Sought/Received: Campus Source _____ \$ _____

External Organization _____ \$ _____

How will this conference further your professional development?

Please attach a letter of endorsement from your faculty advisor.

Office Use Only:

Received _____

Reviewed _____

Awarded: Yes No

Amount \$ _____