



State of New York / Graduate Student Employees Union
Professional Development Awards Application
University at Buffalo

Applicant Information

Name: _____ Date: _____
Last First M.I.

Mailing Address: _____
Street Address Apartment/Unit #

City State ZIP Code

Phone (h): () _____ Phone (w): _____

Email: _____

Academic Department / Program: _____

Assistantship Type: Teaching Assistant Graduate Assistant

UB Person Number: _____

Project or Activity Category (check one)

- Research
- Curriculum or instructional material development
- Workshop / seminar
- Internship / course work
- Artistic or creative endeavor
- Conference Participation (presenting, presiding, or other formal role)
- Conference Attendance (attending without a formal role)
- Other (explain briefly)

Required Documentation (use additional sheets as necessary)

- Completed application
- Description of the project or activity including starting and ending dates; type of event, event site, and sponsor
If participating in or attending a conference, seminar or workshop, attach descriptive material and provide the title of the event, sponsor, description of official role or specific responsibility
- If presenting a paper or poster, or if formally participating in another role, attach the materials and provide the title of the paper/poster/proposal, nature of any other presentation, sponsor acceptance of paper/poster/proposal; provide documentation of acceptance or pending acceptance
- Briefly describe how this project or activity has or will enhance your professional development.
- Brochure, announcement or other relevant material describing the project or activity and related costs; if material is not yet available, please forward the information as soon as possible
- Any other material that would be helpful in understanding and evaluating the project or activity
- Current curriculum vita (resume)

Budget Summary

\$	Tuition for specialized course work or internship that is not part of the applicant's degree program
\$	Registration fees for conference, workshop or seminar attendance
\$	Travel and related expenses (transportation, lodging, meals, etc. in accordance with NYS travel policy)
\$	Research support (computer time, network access or support)
\$	Equipment lease or purchase (becomes property of NYS / SUNY)
\$	Consumable supplies (paper, pens, postage, etc.)
\$	Non-consumable materials and supplies (books, software, etc.)
\$	Other artistic or creative activity expenses (with justification)
\$	Total project or activity cost
\$	Less: Other sources of funding for this project or activity
\$	Total funding requested from the NYS/ GSEU Professional Development Awards Program (maximum \$750.00)
If approved, will you accept the award if it is less than the maximum of \$750.00? Yes <input type="checkbox"/> No <input type="checkbox"/>	

Disclaimer and Signature

I certify that I have not received, nor do I expect to receive, reimbursement from any other source(s) for the anticipated expenditures described in the application other than those cited above (if any).

Signature: _____ Date: _____

Affirmative Action Statement

The State of New York / Graduate Student Employees Union Professional Development Committee does not discriminate on the basis of race, color, national origin, gender, religion, age, disability, or sexual orientation in the admission to, access to, or employment in its programs or activities. Reasonable accommodation will be provided upon request.

Forward

Forward this completed Application and all required documentation to:
NYS / GSEU Professional Development Awards Committee
Human Resources
120 Crofts Hall
North Campus

Application Deadline

The application and all required documentation must be **received** in 120 Crofts Hall by 5:00p.m., Friday, January 26, 2007.