

# CUPFA PROFESSIONAL DEVELOPMENT FUND GRANT PROPOSAL

Name \_\_\_\_\_ Seniority Points \_\_\_\_\_  
Departments(s) \_\_\_\_\_ Faculty(s) \_\_\_\_\_  
Telephone \_\_\_\_\_ Email \_\_\_\_\_

Have you ever been awarded a CUPFA Professional Development grant? Yes No

If "Yes," list the total combined amount that you received in the last two(2) years: \_\_\_\_\_

If you received a grant, did you submit a report to CUPFA on time? Yes No

Are you teaching this academic year? Yes No

Are you on leave, or have you requested a leave for this academic year? Yes No

Courses you teach that are related to this project (by dept and title and last term taught):

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## TYPE OF PROJECT

Conference Preparation of Art/CD Preparation of a Manuscript Research Workshop/Training

Other, specify \_\_\_\_\_

Amount requested (in Canadian) \$ \_\_\_\_\_ Expected Start Date \_\_\_\_\_ Expected End Date \_\_\_\_\_

Brief Description of the Project:

\_\_\_\_\_

If you have alternate funding or have applied for funding from another source, please specify the source and amount of funds:

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## COMPLETE AND MERGE THE FOLLOWING DOCUMENTS IN A SINGLE PDF FILE.

(NB: Feel free to use the Soda PDF program <https://www.sodapdf.com> to merge you documents as it is both free and reliable.)

### 1) Application Form

### 2) CUPFA Budget Form(s)

If applying for travel, attach a quote from one of Concordia's affiliated travel agencies. If applying for any other project, include quotes for professional services and other expenses from the service provider(s).

### 3) Full description of the project

In addition to your description, if this is a workshop, attach a copy of the description provided by the organization (e.g., name of organizing body, dates, location, registration fees, hotel rates etc.). If this is a conference presentation, include a copy of the abstract (depicting your Concordia affiliation) and proof of paper acceptance.

### 4) Statement describing pertinence of project to your teaching and/or research

### 5) Seniority list

In FRIS, select "Part Time Professors and Applicants". Scroll down to "Relevant Documentation", "CUPFA Seniority List"

### 6) Updated CV

**Submit your PDF application to:** [pdgrants@cupfa.org](mailto:pdgrants@cupfa.org)

Contact the Chair of Research and Professional Development ([pdgrants@cupfa.org](mailto:pdgrants@cupfa.org)) or [info@cupfa.org](mailto:info@cupfa.org) for any further information.