

**APPLICATION FORM 2019-2020
EMU COMMISSION on WOMEN**

JOSEPHINE NEVINS KEAL PROFESSIONAL DEVELOPMENT FUND
To Assist Faculty Women in Advancement of Professional Competence and Rank

NAME: _____ PHONE: _____
E ID: _____ E-MAIL: _____
COLLEGE: _____ Department: _____
Number of Years
CURRENT ACADEMIC RANK: _____ in Current Rank: _____

Date of first Tenure Track Appointment: _____
Have you completed at least one academic year (2 terms) on a tenure track appointment? YES ___ NO ___
If no, have you been a part time or full time lecturer at EMU? YES ___ NO ___ If yes, how long? _____

Have you ever received a Keal Fellowship before? YES ___ NO ___ If yes, when? _____
If yes, Project Title Funded: _____

\$ _____ **REQUESTED FOR 2019/2020 ACADEMIC YEAR, July 1, 2019 – June 30th, 2020.**
(NOTE: Fellowships will generally be limited to a maximum of \$400-\$800)

Have you applied to other sources for funding this project? YES ___ NO ___
If yes, Funding Source: _____ Amount Requested: _____
Are you receiving funding from other sources? YES ___ NO ___
If yes, Funding Source: _____ Amount Requested: _____

Professional Development Activity: Please attach to this application:

1. **A statement of purpose (goals, objectives, etc.)**
2. **A short description of how your project will be accomplished**
3. **Specify how it will advance your professional development**
4. **Give an itemized budget (equipment requests are not funded)**

Limit narrative to 300 words. If requesting funds for a conference, please include dates, place, copy of proposed presentation and acceptance verification. Professional development award may be funded solely to the applicant, exclusive of any other individuals who are involved in described activities. Professional development activities may include your participation in a professional training event, the cost of certification or recertification in your area of expertise, the cost of your leadership in giving a professional workshop, conference panel, or training event in your area of specialization.

NOTE: Recipients that fail to submit all paperwork to the Department Head/School Director for reimbursement prior to the end of the fiscal year (June 30th 2020) will lose their funding.

Applicant's Signature: _____ Date: _____

SEND DIGITAL APPLICATION TO: Kate Mehuron, kmehuron@emich.edu, by Monday, April 1, 5:00 pm.
(extended)