

**Office Use Only**

Application #: \_\_\_\_\_  
Date Completed: \_\_\_\_\_  
Date Evaluated: \_\_\_\_\_  
Date Part III: \_\_\_\_\_  
Date Forwarded: \_\_\_\_\_



**SOLANO COMMUNITY COLLEGE**

# Faculty/Staff Professional Development

## GRANT APPLICATION

**Office Use Only**

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Directions:** Please type. Return a hard copy of the application to the Academic Senate Office (Building 600, Room 610). Applications may be submitted until the 1<sup>st</sup> Monday in May or until all funds are encumbered. The Travel Authorization Form signed by your Supervisor (authorizing your travel) **must** accompany your application.

Please review rubric to ensure your request is eligible for PD funds **before** completing this application.

Name:		School:
Department:		Email address:
Phone number:		Home address
I work	I am	Number & Street:
<input type="checkbox"/> Full-time	<input type="checkbox"/> Faculty	Apt. #:
<input type="checkbox"/> Part-time	<input type="checkbox"/> Staff	City/State/Zip:
Activity		Title of Activity:
<input type="checkbox"/> Conference / Workshop / Seminar		
<input type="checkbox"/> Department Project or Retreat		
<input type="checkbox"/> Other: _____		
Inclusive dates:		Location:

**ATTACH brochure/flyer** that describes the activity including location, dates, detailed schedule, and registration costs. For other events, attach a brief description.

Describe **in your own words** how your activity relates to the Authorized Use(s) selected below:

- How do you anticipate this activity promotes faculty/staff development? and/or
- How do you anticipate this activity supports Solano students? and/or
- How do you anticipate this activity promotes instructional improvement?

Also, please describe how you plan to share your knowledge with colleagues. **Attach your typed description.**

### Indicate the Authorized Uses of Faculty and Staff Development funds that applies to your activity:

(see PD Grants & Procedures or PDFC website for more definitions & examples for each category)

California Education Code, Title 3. Postsecondary Education, Division 7. Community Colleges, Part 51. Employees, Chapter 1. provisions Applying to All Employees, Article 5. Community College Faculty and Staff Development Fund, Section 87153. Authorized Uses of Faculty and Staff Development Funds

- 1. Improvement of teaching
- 2. Maintenance of current academic and technical knowledge & skills
- 3. In-Service training for vocational education & employment preparation programs
- 4. Retraining to meet changing institutional needs
- 5. Intersegmental exchange programs
- 6. Development of innovations in instructional & administrative techniques & program effectiveness
- 7. Computer & technological proficiency programs
- 8. Courses & training implementing affirmative action & upward mobility
- 9. Other activities determined to be related to educational & professional development pursuant to criteria establish by the Board of Governors of the California Community Colleges, including, but not necessarily limited to, programs designed to develop self-esteem



**LINKAGE TO STRATEGIC OBJECTIVE(S)** (Identify for which this is intended):

**Goal 1: Foster Excellence in Learning**

- Obj. 1.1 Create an environment that is conducive to student learning.
- Obj. 1.2 Create an environment that supports quality teaching.
- Obj. 1.3 Optimize student performance on Institutional Core Competencies.

**Goal 2: Maximize Student Access & Success**

- Obj. 2.1 Identify and provide appropriate support for underprepared students.
- Obj. 2.2 Update and strengthen career/technical curricula.
- Obj. 2.3 Identify and provide appropriate support for transfer students.
- Obj. 2.4 Improve student access to college facilities Enrollment Management Plan.
- Obj. 2.5 Develop and implement an effective Enrollment Management Plan.

**Goal 3: Strengthen Community Connections**

- Obj. 3.1 Respond to community needs.
- Obj. 3.2 Expand ties to the community.

**Goal 4: Optimize Resources**

- Obj. 4.1 Develop and manage resources to support institutional effectiveness.
- Obj. 4.2 Maximize organizational efficiency and effectiveness.
- Obj. 4.3 Maintain up-to-date technology to support the curriculum and business function.

**Indicate the Professional Development learning outcome that fits your activity (mark all that apply):**

- I will be able to use technology more effectively and innovatively with the information/skills I learn.
- I will be able to use instructional models that are grounded in sound pedagogy & best practices as a result of the information & skills I learn to improve success of students at Solano.
- I will be able to create working & learning environments that are inclusive, engaging, challenging, relevant, welcoming, purposeful, & responsive to diverse cultures with the information/skills I learn.
- My knowledge about the statewide Community College system, the district and/or Centers will increase.
- My participation will increase my morale and well-being.

Is your registration fee waived?  Yes  No **If yes, provide amount:** \$ \_\_\_\_\_

Are you being paid or receiving a stipend?  Yes  No **If yes, provide amount:** \$ \_\_\_\_\_

Have you applied for or received other funds (e.g., 3SP, Equity, etc.)?  Yes  No **If yes, provide amount:** \$ \_\_\_\_\_

Total Estimated Expenses (Travel Authorization and Request Claim Form) . . . . . \$ \_\_\_\_\_

Less Amount Waived, Paid, or Funded Otherwise . . . . . \$ \_\_\_\_\_

Total amount of PD funds requested . . . . . \$ \_\_\_\_\_

I certify that all information provided as part of this application is true and correct to the best of my knowledge. I verify this professional development opportunity will **not** be used for pay advancement. In the event I am awarded this grant, the PDFC committee has permission to announce my award.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date