

# PSUFA Professional Development Grant

Applicants can apply for up to \$2000 per year. We ask that you consider how your proposed budget affects the larger applicant pool; if each applicant budgets for what is truly needed, we can ensure a broader distribution of funds.

**INSTRUCTIONS:** Please include projected expenses for you opportunity or project, itemizing each one, and noting any expenses that are covered by in-kind donations or projected to be paid by another source. **Note that the PSUFA PD Fund Committee has set maximum reimbursements for hotel accomodations at \$222/night, per diems at \$74/day, and car travel mileage reimbursement at \$0.585/mile.**

NAME:	ACTIVITY:			
EXPENSES	PSUFA PD Funding:	In-Kind/Other Sources:	TotalCost	Notes: Itemize/estimate expenses
TOTAL EXPENSES				<--Total cost of activity
TOTAL IN-KIND / EXPENSES PAID BY OTHER SOURCE				<--Subtract in-kind funding
TOTAL REQUESTED from PSUFA				<--Requested grant amount