AMERICAN RIVER COLLEGE
Classified Professional Development Committee

Application for Individual Funding

Bargaining Unit
LRCEA ☐
CONF ☐
SEIU ☐

Applicant name _____
Applicant position/assignment _____
Applicant phone number _____

Title of activity/event _____
Date(s)_____**Time(s)**_____
Location_____**City/State**_____

How do the objectives of this activity relate to your professional development?_____
_____
_____

Which one or more of the college's Strategic Goals does this activity/event meet?
https://inside.arc.losrios.edu/collegewide/center-for-teaching-and-learning/strategic-goals-2017-21

☐ Students First
☐ Exemplary Teaching, Learning & Working Environment
☐ Clear and Effective Paths
☐ Vibrancy and Resiliency

How do you plan to share this activity/event with others? _____
_____
_____

Have you received funds from this committee this academic year?_____Amount $_____
Will funds be provided by another source? Who?_____Amount $_____

Itemized budget (attach copy of conference information)
Total funding requested (see attached Travel Authorization) $_____
Less other funding $_____
Amount requested from classified professional development funds $_____

Required information from your supervisor:

Why do you recommend applicant for this funding? _____
_____

Will your area contribute funds to this activity?_____**How much?** _____

Has applicant passed the mandatory one-year probationary period? ☐ Yes ☐ No

Supervisor Signature _____ Date _____

To complete this request, please initial that the following have been completed/acknowledged/understood:

☐ Conference/workshop brochure and/or registration form must be attached to this application.
☐ Email your application packet to ARC-PD-Classified@arc.losrios.edu No paper copies please.
☐ All recipients of staff development funds are required to complete a brief written evaluation report indicating the success and impact of the activity/event within 30 days, or eligibility for future funding may be jeopardized. Do you agree to submit this report **within 30 days**?
☐ Have evaluations for **past** activities/event for which you received funding been submitted?

Applicant's signature_____**Date**_____

(Revised 05/06/2021)