

Professional Development Application Example

Fields in bold are required for the Professional Development Fund Application

Proposals are not limited to OSU courses—this is only meant to serve as an example based on one proposal that was funded previously. Please apply for any professional development activity that suites your career goals. Do not directly copy the language in this example.

Describe your proposal in specific terms *

I am hoping to get funding to enroll in the class, “XXX,” taught by Dr. XXX during [some term]. The course teaches about XXX. A lot of the work I am involved in through my job revolves around this subject, and I believe this course would be the perfect opportunity to enhance my professional skillset and background knowledge to gain a broader understanding of the work I am involved in.

Describe the event or post a link to the event website. *

Here’s the link to the course offering: <https://classes.oregonstate.edu/XXX>

Describe how your participation relates to activities or goals in your professional development plan. Please be specific. *

Upon reviewing my professional development plan, I believe this course would go a long way towards helping me realize the goals I have outlined for my career. My first two ‘specific career goals’ under my professional development plan are to 1) XXX, and 2) XXX. This course would give me a lot of background on XXX. My summary paragraph in my professional development plan continues on to say that I hope to “learn about XXX.” I believe this class would cater to these interests directly and give me more background to learn about what I have described.

Describe how your participation relates to one or more of the goals of the RSF professional development fund. *

Taking a class to enhance my knowledge and skills falls directly in keeping with the first goal to: “Support CoF’s ability to be at the forefront of new forestry research by promoting the knowledge, skills, and abilities of RSF.” However, I also believe my proposal relates directly to each of the other three RSF professional development fund goals by, 2) promoting collaboration between me and other professionals that I would network with in class, 3) providing me with the resources to gain advanced skills and abilities, and 4) providing access to this professional development activity that I would otherwise not have access to.

Commented [MAC1]: 1. Support CoF’s ability to be at the forefront of new forestry research by promoting the knowledge, skills, and abilities of RSF.

2. Promote collaboration between RSF and other forestry professionals within and outside CoF.

3. Improve CoF’s ability to recruit talented faculty and students by having more RSF with advanced skills and abilities available for support.

4. Promote equity and inclusion by increasing access to professional development opportunities for RSF.

Budget:

Experimental Design in Agriculture eCampus course budget		
	Cost	Source
OSU non-degree-seeking student registration	\$35	https://admissions.oregonstate.edu/non-degree-student-admission-information
Tuition at reduced OSU faculty rate	\$672	https://fa.oregonstate.edu/sites/fa.oregonstate.edu/files/Baff/ecampus_2019-20.pdf
Total	\$707	