

FACULTY DEVELOPMENT INITIATIVES (FDI) FUND

General Guidelines

1. Purpose

The Faculty Development Initiatives (FDI) Fund supports initiatives at the faculty/school or department level that support faculty development.

2. Eligibility

Applications to the FDI Fund may be submitted by a unit head (dean/director, department head, coordinator, program director). Where an application is submitted by someone other than the dean/director, there should be some indication of financial support for the initiative from the dean/director.

3. Type, Nature and Extent of Support

The Faculty Development Initiatives (FDI) Fund provides support for projects (up to \$5,000) in areas including: the development of faculty members, instructional and pedagogical development, research development, unit development such as department or faculty retreats; and planning and priority setting activities. Faculty development initiatives should involve all faculty or a group with particular needs. The guidelines have purposely been left rather open in order to encourage creativity, and to allow units to determine how best to support faculty development. This fund is not for purchasing equipment.

Because funds are finite, it is expected that applicants will seek funding from sources internal to their unit first and these other sources of funding should be fully documented in the application materials submitted to the Office of the Vice-Provost (Academic Affairs). As a general rule, the FDI Fund will not support the full costs of an initiative. Most awards are in the range of \$2,000-\$4,000.

4. Evaluation Process

Applications for funding are reviewed and by the Vice-Provost (Academic Affairs). Applications are assessed on the basis of the degree to which the proposed initiative is in accordance with the objectives of the FDI Fund. Specific criteria for evaluation include: the quality of the proposal and the potential impact of the initiative on the faculty members in a unit.

5. Competition Deadline Date and Program Administration

Applications may be submitted for review three times per year. The deadlines for submission are July 1, November 1, and February 15. The Faculty Development Initiatives Fund is administered by the Office of the Vice-Provost (Academic Affairs). Normally, funds are to be expended within the fiscal year in which the award is granted.

6. Application Procedures

Application forms are available on the web at: http://www.umanitoba.ca/admin/vp_academic/awards.html. **The application must be filled out in the format provided.**

The completed application form and all supporting documentation should be forwarded to the Office of the Vice-Provost (Academic Affairs), 208 Administration Bldg. Incomplete applications will not be considered.

