

UFCD Faculty Development Fund Award

Intent

In order to provide assistance to faculty, the UFCD Dean's Office has established the UFCD Faculty Development Award. This internal funding award is designed to assist and promote faculty's professional development and indirectly the College of Dentistry. The award is intended to supplement and not replace funding available from other sources such as department travel allotments, external grants, or start-up packages.

Since the number of eligible requests may exceed the available budget, funding is necessarily limited to those situations where it can be shown that modest support will make a crucial difference in one's career. Requests which include the use of matching funds from other sources will strengthen an application. No more than one award per faculty member is allowed within a two-year period. Awards may be requested in amounts ranging from \$500 to \$2,000 for use over one year for professional development activities that enhance the knowledge, skills, and expertise of faculty members who play important roles in dental education or clinical research. Application for this award occurs early in the fall and spring semesters based on funding available.

Who is eligible?

UFCD faculty members with an appointment of 0.6 FTE or greater including adjunct faculty with academic appointments who have completed a minimum of 6 semesters of academic service are eligible. Priority will be given to junior faculty and those faculty who do not have other funding (e.g. grants). Deans, Chairs and Division Directors are not eligible.

Activities targeted by the award

Training – Participation in courses, seminars, workshops or other activities that facilitate the professional development of the individual faculty member and/or new and innovative development in their areas of teaching.

Research - Proposals that request funds to supplement/enhance applied, translational, clinical and educational research for faculty whose research would be unsuitable for funding via UFCD research seed awards. Projects that would be expected to result in the production of peer-reviewed publications (including MedEdPortal) will be considered. The intent is not to function as seed money in support of subsequent applications to external funding agencies.

Travel - The proposal may request enrollment fees and travel expenses.

Funds may be used for a range of purposes, but not for ongoing faculty and staff costs, capital expenditures, or major equipment purchases. Rather, the aim of the Professional Development Awards is to offset one-time costs of professional development activities. Larger faculty development activities are best served by the UF Faculty Enhancement Opportunity award.

The Proposal

1. Cover sheet with brief description of the activity and amount requested and must include signature of the department chair.
2. Narrative (3 pages maximum) that (a) present the applicant's career goals and trajectory, (b) explains the purpose and goals of the proposed activities and their relationship to the ongoing development of the faculty member (training, research), (c) how the activities are consistent with the mission of the UFCD, (d) detailed budget justification, and (e) outcome measures which will be used to demonstrate effectiveness of the award in advancement of the career of the faculty recipient.
3. Abbreviated curriculum vita (4-page limit covering only the previous 5 years)
4. Supplementary materials (e.g., conference program, etc.).

In requesting funds to attend a workshop, conference, or symposium, the individual must make clear why the proposed activity is not eligible for funds from other sources.

Proposal Review

The Dean may appoint an ad hoc committee that will review applications.

Reporting Requirements

Each awardee must submit a brief written report describing the results of his or her activity to the Office of Faculty Affairs within 60 days of completing the activity. A copy of this report should also be filed with the individual's department chair.