



The Dalhousie Association of Graduate Students

Grad House, 1252 LeMarchant Street
Halifax, Nova Scotia, B3H 3P7

Professional Development Grant Application Form

For use by DAGS Members applying for Professional Development Grants.

1. PURPOSE

Professional Development Grants are intended to help graduate students cover the costs of attending professional development workshops or programs.

2. GRANT VALUE

Professional Development Grants are valued at \$100.

3. ELIGIBILITY

- a. Professional Development Grants may only be awarded to DAGS Members paying DAGS fees.
- b. The applicant must be attending a professional development workshop or program.
- c. Applications will not be accepted retroactively or for workshops or programs that will occur after graduation.
- d. No DAGS Member may receive more than one Professional Development Grant in any fiscal year (May through April).

4. FOR OFFICE USE ONLY

Received by:

_____	_____	_____
Name	Signature	Date

Approved by:

_____	_____	_____
Name	Signature	Date

Paid:

_____	_____
Cheque No.	Date



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5. APPLICANT INFORMATION

Name: _____
Program of study: _____
Email address: _____
Workshop/program name: _____
Workshop/program location: _____
Workshop/program date(s): _____

6. APPLICATION CHECKLIST

a. For Application

Submit to DAGS Office **before workshop or program**:

- Completed application form
- Proof of acceptance from workshop or program (e.g. email message)
- Budget of projected workshop or program expenses and funding sources

b. For Final Submission

Submit to DAGS Office **within 30 days of workshop or program end date** for grant funds to be issued:

- Updated budget of final workshop or program expenses and funding sources
- Receipts for expenses and funding sources listed in budget (copies are acceptable)

7. APPLICANT SIGNATURE

Signature

Date