# Faculty Evaluation and Development (FEAD)
# Statement from Applicant's Chair

Applicant's Name: _____ Date: _____

Department: _____

**Applicant's Chair:** Please state the relevance of the proposed activity to the applicant's professional development needs as identified in his or her Plan of Work, or to an identified departmental need. Include a statement of the benefit of the proposed professional development activity to the individual faculty member's performance, to his or her department, and/or to the Institute.

While the committee recognizes the value of scholarly dissemination; presentation at a conference, giving workshops, etc. for the purposes of FEAD funding is not considered professional development per se. If the applicant is presenting at a conference for which funding is being requested, include a statement on how the conference itself holds merit as a professional development activity as prescribed by his or her POW, apart from the applicant's presentation.

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Is travel money is requested? ☐ Yes ☐ No

If yes, all of my department travel fund allotment for this faculty member is either exhausted or committed for this budget year (please check one): ☐ Yes ☐ No

**Chair's Signature:**

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