Auburn University Title VI
Professional Development Funding Program

**Purpose:** The purpose of the Professional Development Funding Program is to assist tenure track African American faculty members in developing academic leadership skills as well as attending conferences and workshops related to improving qualifications for tenure and promotion. This program is designed to provide full or supplemental support for activities that cannot be funded from other sources. Such projects should enhance scholarly activity as reflected by authorship of scholarly publications, invited presentations, submission of extramural funding proposals, or other creative works.

**Objective:**
An important objective of the Title VI Professional Development Funding Program is to provide support for African American junior faculty in obtaining promotion and tenure. It is necessary to acquire a written statement from the department head and dean of the applicant’s college that the leadership activities undertaken (workshop or conference attendance and participation) will be considered in the applicant’s tenure and promotion dossier.

**Eligibility:** African American tenure track faculty with no more than three years in rank.

**Award Amount:** The total amount available is $40,000 available from Title VI funds for all awards annually in this category. Awards generally shall not exceed $3,000.

**General Regulations:**
1. Grants will be made as early as possible to allow the untenured faculty member to make appropriate plans regarding the planned conference at which he/she may present papers.
2. Detailed information regarding the name, date, time, location, etc., concerning planned workshop or conference must be included in this application.

**Title VI Professional Development Funds cannot be used:**
1. To support research activities or publication of research results which partially fulfill the requirements for a higher degree.
2. For work which is not carried out during the applicant’s appointment at Auburn University.
3. To support a graduate student’s thesis or dissertation research; however, the use of graduate student labor on a faculty member’s research project funded through the Title VI Research Grant Program is encouraged.

**Budget:**
These funds can be used to travel to conferences and workshops for the purpose of presenting papers and developing academic leadership skills.

**Procedure/Timeline:**
Proposals should be submitted two (2) months prior to the conference or workshop.
Requirements:
After returning from the conference or workshop, the faculty member shall submit within 2 months a brief report (no more than five pages).

Proposal Development:
The proposal should contain the following sections:

1. Cover Sheet – to include signatures of the applicant’s dean, department head/chair, and the applicant.
2. Proposal summary - not to exceed 1 page. Provide a detailed description, which should include the following information:
   a. Proposed conference/workshop for which funds are being requested.
   b. Letter of support from the applicant’s department head and dean.
   c. Proposed source of matching funds (if any).
   d. Proposed attendance dates for the workshop/conference.
   e. Budget
3. Qualifications of the applicant.
4. Summary Proposal Budget, which includes budget justification/explanation.

If you need additional information, please contact:

Dr. Overtoun Jenda, Associate Provost
Office of Diversity and Multicultural Affairs
2003A RBD Library
231 Mell Street
Auburn University
Auburn, Alabama, 36849
Phone: 334-844-4184
Fax: 334-844-4445