



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 FDI Fund provides support in areas such as: teaching and pedagogy; research development; 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.

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 adjudicated by members of the Faculty Development Committee who are appointed 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 to the Faculty Development Committee three times per year. The deadlines for submission are July 1, November 1, and March 1. Please note that FDI funds are very limited. 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/forms.shtml. The forms are also available from the Office of the Vice-Provost (Academic Affairs), 208 Administration Bldg., or from Deans/Directors. **The application must be filled out in the format provided.**

Six copies of the completed and signed 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.