



## **FACULTY DEVELOPMENT INITIATIVES (FDI) FUND**

### **General Guidelines**

#### **Purpose:**

The purpose of the Faculty Development Initiatives (FDI) Fund is to support initiatives at the faculty/school or department level that enhance faculty development. Generally, initiatives should focus on the development of academic staff members, rather than non-academic staff or students.

#### **Eligibility:**

Applications to the FDI Fund should be submitted by a unit head (e.g. 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 support for the initiative, including financial support, from the dean/director.

#### **Type, Nature and Extent of Support:**

The Faculty Development Initiatives (FDI) Fund provides financial support for projects focusing on unit development such as department or faculty retreats, strategic planning, priority setting activities, and capacity building. Some Calls for Proposals may address specific issues relevant to the University as a whole. Initiatives should involve all faculty members or a group of faculty members with particular needs. The exact nature of potential projects has purposely been left open in order to encourage creativity, and to allow units to determine how best to support faculty development.

This fund is not for the enhancement of teaching and learning, for purchasing equipment, or to fund activities that benefit individual faculty members only.

As a general rule, the FDI Fund will not support the full costs of an initiative. It is expected that applicants will seek funding from sources internal to their unit. These sources of funding should be fully documented in the application. The maximum FDI award is \$5,000, although most awards are in the range of \$2,000 - \$4,000.

#### **Evaluation Process:**

Applications for funding are reviewed by the Vice-Provost (Academic Affairs) and assessed on the basis of the degree to which the proposed initiative is in accordance with the purpose of the FDI Fund. Specific evaluation criteria include: 1) the quality of the proposal, with a focus on the quality of the initiative being proposed; 2) the proposed budget; and 3) the anticipated outcomes and potential impact of the initiative on the faculty members within the unit.

#### **Competition Deadline Date and Program Administration:**

There will normally be three (3) Calls for Proposals each year with deadlines for submission being July 1, November 1, and February 15. Normally, funds are to be expended within the fiscal year in which the award is granted.

#### **Application Procedures:**

Application forms are available at: [http://www.umanitoba.ca/admin/vp\\_academic/awards.html](http://www.umanitoba.ca/admin/vp_academic/awards.html). The application must be filled out in the format provided. The completed application form and all supporting documentation should be forwarded via email to [jill.bonner@umanitoba.ca](mailto:jill.bonner@umanitoba.ca). Incomplete applications will not be considered.