

Professional Development Program Funding Application

*All CICOES employees with 50% FTE or higher are eligible for $1,000 annually (Jan. – Dec.). An additional $800 is available to match funds provided by your grant.*

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| Employee NameClick or tap here to enter text. | Job TitleClick or tap here to enter text. |
| Briefly describe your role at CICOES:Click or tap here to enter text. |

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| What type of professional development opportunity do you want to pursue? [ ]  Conference [ ]  Certificate Program [ ]  Workshop [ ]  POD course [ ]  Other:  |
| Please describe the professional development opportunity you want to pursue (name, date, location, level of participation etc.).Click or tap here to enter text. |
| How will this opportunity impact your or the group’s ability to accomplish your or their daily work?Click or tap here to enter text. |
| How will this opportunity impact your or the group’s long term career goals?Click or tap here to enter text. |
| What is the total estimated cost?Click or tap here to enter text.What amount are you requesting from CICOES?Click or tap here to enter text. | What amount is being paid by your grant?Click or tap here to enter text.Please provide grant number.Click or tap here to enter text. | How did you hear about this professional development opportunity?Click or tap here to enter text. |

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| CICOES Supervisor Signature: | CICOES Supervisor Name:Click or tap here to enter text. | Date:Click or tap to enter a date. |
| NOAA Sponsor Signature:\*  | NOAA Sponsor Name:Click or tap here to enter text. | Date:Click or tap to enter a date. |

For committee approval:

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| Amount approved:  |
| CICOES HR Signature:Click or tap here to enter text. | Approval Date:Click or tap to enter a date. |

Please send completed form to Jed Thompson at jedthom@uw.edu.

*\*Required unless you do not work on NOAA WRC Campus*