University of Arkansas
School of Social Work

**Student Request for Funds to Support Professional Development**

The School of Social Work has established a fund to support the participation of social work students in professional development activities (e.g., conferences, research presentations, professional meetings). Awards are limited and based on the availability of School of Social Work funds.

Students requesting support should submit a brief (1-page) proposal to the Director of the School of Social Work. Proposals should include the following information and be submitted as an e-mail attachment.

**Guidelines: Proposal for Funds to Support Professional Development**

1. Event/Activity Overview (purpose, dates, location)

2. Benefits of Attendance (student and program)

3. Plans for Dissemination of Information (e.g., brown bag presentation to students, power point presentation sent to program listserv, etc.)

4. Budget (total cost of registration, travel, lodging, food, taxi/ amount being requested from School of Social Work)

5. Other Resources Explored (student discounts, volunteer in exchange for registration, etc.)

Revised 8/12/14