

UAS Spring Request for Proposals

UNAC CBA Faculty Development Awards 2025/2026

MAXIMUM AWARD: \$1500 per faculty member per fiscal year

Application Deadlines: February 15 and March 15 (pending availability of funds)

Activity Completion Deadline: June 19, 2026

ELIGIBILITY: This funding is available only to faculty in the United Academics bargaining unit. Faculty represented by United Academics-Adjuncts are not eligible.

Purpose and Allowable Expenses: **If awarded, funds will reimburse the faculty member's department for approved expenditures. All travel expenses must have an approved UA Travel Authorization (Concur) in place to be eligible. Purchases must follow university processes and procedures.**

1. Registration fees, travel, and related costs for presenting papers or actively participating in scholarly conferences, workshops, or symposia.
1. Registration fees, travel, and related costs for active participation in webinars, workshops, or other professional development training.
2. Travel or other costs associated with the acquisition of and/or processing of data or samples.
3. Reimbursement of eligible expenses incurred on or after July 1, 2025.

Application Process: Faculty should complete [this Google Form](#) with (1) a brief narrative and (2) supervisory approval attached. Do not attach excess documents.

2. Identify your faculty status and discipline (Form).
3. Describe the activity (if travel is involved, please state the location(s) to which you will travel). (Form)
4. Explain how the activity will enhance your teaching, research/creative activity, or service. (Include in narrative.)
5. Provide a brief, itemized expense budget and identify any other funding sources supporting the activity. (Include in narrative.)

Additional Information: Criteria, Selection, and Post Award Requirements

- Proposals will be evaluated based on the extent to which the activity enhances teaching, service, and/or research/creative activity.
- While requests from faculty members of all ranks will be considered, priority will be given to junior faculty members, especially those who are pre-tenure.
- Additional priority will be given to proposals that address issues of diversity, equity, and/or inclusion.
- The Joint Labor Management committee, [composed of the UAS UNAC Organization Vice President, the UAS Faculty Senate President, and two members selected by the provost], will review requests and make selections after each deadline period.
- Award announcements are expected ten business days after each application period (2/27 and 3/27).
- **Post Award Requirements:** Within 15 days of completing the approved activity, award recipients must:
 - Submit a brief summary of the experience to Anita Parrish (aaparrish@alaska.edu).
 - Ensure departmental administrative staff have all required documentation to submit a JV to the provost's office to reimburse your department.

Failure to complete post-award requirements in a timely manner may jeopardize future applications.