

Professional Development Fund Purchases Guidelines for Allowable Use

Allowable without Inquiry

Supplies for Conducting Research (e.g., small equipment, sampling supplies)
Office Supplies Related to Professional Growth (paper, pens, pencils, staples, etc.)
Professionally-related Apps for University iPads
Professionally-related Software
Professionally-related Books and Other Publications
External Computer Drives
Flash Drives
Art Supplies (related to preparation of creative works-primarily Art faculty)
Art Framing (art, graphic art, and similar productions-primarily Art faculty)
Professional Conference Registration
Travel to Professional Conferences (foreign travel requires Provost Office approval)

Allowable with Approval by Chair and Dean

Banquet or Catering Fees
Computers, iPads, SurfacePros, other tablets
Student Labor Related to Professional Growth

Allowable with Approval of the Provost or Vice Provost

Professional Memberships/Journal Subscriptions

Not Allowable

Selected Personnel-related Expenses or Salaries, Including Consulting Fees
Student Travel

If there are any questions related to the appropriate expenditure of PD funds, please direct inquiries to the Provost's Office, 651-2063.