**OHIO CAREER DEVELOPMENT ASSOCIATION**

**2020-2021 PROFESSIONAL DEVELOPMENT FUNDING OPPORTUNITY APPLICATION FORM**

***sponsored by Evan Faidley (Kent State University), OCDA Member***

Please complete all fields below with as much information as you can provide. Ohio Career Development Association is offering ***two (2) $100 professional development grants to support graduate students and their professional development.*** The grants are intended for professional development activities related to:

* Conference registration or travel
* Workshop registration or travel
* Professional training
* Professional certification(s)

Proposals will be judged based on planned use of funds and support of the mission of the mission of OCDA to promote a greater understanding of the meaning of work and vocation, to foster career development over the life span, and to improve standards of professional service in the field of career guidance and counseling in Ohio.

**Application Submission Guidelines:**

Please send your completed application form and essay to **(insert e-mail here)** by Sunday, April 12, 2020 by 11:59:59PM EST. Essays will undergo a blind review by two non-applying OCDA professional members with reference to the essay rubric.

To ensure unbiased, blinded review, please complete the following instructions to blind your essay with any identifying information:

*Save Word document as “OCDA PD Essay” > Click the “File” tab > Click “Info” > Click “Check for Issues” > Click “Inspect Document” > Check “Document Properties and Personal Information” > Click “Inspect” > Click “Remove All” under “Document Properties and Personal Information” > Click “Close”*

Grant award notifications will be sent by no later than April 26, 2020 to the e-mail as noted in the application.

Please complete the following form with updated information.

1. **First and Last Name**Click or tap here to enter text.
2. **Attending Institution**

Click or tap here to enter text.

1. **Graduate Degree Level and Program (e.g., M.Ed. in Higher Education and Student Affairs)**

Click or tap here to enter text.

1. **Select the most relevant use of the grant for your professional development.**

Conference registration or travel

Workshop registration or travel

Professional training

Professional certification(s)

Other professional opportunity (please specify): Click or tap here to enter text.

1. **Please provide an overview of the professional development opportunity. If attending an event, training or conference, provide details of where and when.**

Click or tap here to enter text.