

Dawson College  
Professional Development for Support Staff  
Funding Allotment and Procedure

he Policy, please consult: "HR-17 Profession

Allotments:

A. Employee <sup>1</sup> funding allotment is

	Limits on specific funding
	0
4c) Non-credited course offered by other institutions	\$ 00
4d) Language improvement activities	\$
4e) External workshops / conferences	\$ 00
5) Computers and computer-related requests	\$ 00 (once every three years)
7) Membership to Order/Association <sup>2</sup>	\$ 00

B. A request for Group Activities may be

## PROCEDURE

All requests for funding **MUST** be submitted for approval **PRIOR** to attending an activity. This helps the PDC commit the funds as well as eliminate any disappointment if the activity is not approved for reimbursement.

Application forms can be found on the Dawson website under Services, Human Re