

LLED Faculty Funding Lines (Fiscal 2016_17)

Source	Amount	Term Available	Used For...	Claim Procedure
LLED Innovative Fund	\$500	April 2016 – March 2017 (does not accrue)	Guest speakers, food for classes, updating equipment, professional development, conference registration, membership fees, books, GRAs, GAAs, honoraria ...	<p>SUBMIT: original receipts for incurred costs + MISC claim form found here. Tape loose receipts on paper for submission. If reimbursements include foreign currencies, a) print off proof of conversion rates or, b) leave the currencies as are, we will convert for you.</p> <p>*For TRAVEL: pre-approval required. Find the pre-approval form here. Please submit the pre-approval form citing 15G30827 directly to the Director of Finance, cc'ing the Department.</p>
Rits Surplus PD Fund	\$500	April 2016 – March 2017 (does not accrue)	Guest speakers, food for classes, updating equipment, professional development, conference registration, membership fees, books, GRAs, GAAs, honoraria ...	<p>SUBMIT: original receipts for incurred costs + MISC claim form found here. Tape loose receipts on paper for submission. If reimbursements include foreign currencies, a) print off proof of conversion rates or, b) leave the currencies as are, we will convert for you.</p> <p>*For TRAVEL: pre-approval required. Find the pre-approval form here. Please submit the directly to the Director of Finance, cc'ing the Department.</p>
Dean's Office PDR	\$1250	July 2016 – June 2017 (does not accrue)	Anything related to professional development and or travel related to conferences and research	<p>SUBMIT: original receipts for incurred costs + MISC claim form found here. Tape loose receipts on paper for submission. If reimbursements include foreign currencies, a) print off proof of conversion rates or, b) leave the currencies as are, we will convert for you.</p> <p>*For TRAVEL: no pre approval required. Submit using travel claim form found here.</p>
Faculty PDR	FA collective agreement	Ongoing, accrues	Anything related to professional development. More information can be found here .	<p>To check your balance, log into your CWL account, and find the link that says "myPDRsummary".</p> <p>Please use the Professional Development Reimbursement (PDR) claim form found here. Please tape loose receipts on paper for submission. If reimbursements include foreign currencies, a) print off proof of conversion rates or, b) leave the currencies as are, and we will do the conversion for you.</p>