

**THE UNIVERSITY OF IOWA
IT PROFESSIONAL DEVELOPMENT AWARD
Application Instructions
For Fiscal Year 2008**

The IT Professional Development Team promotes career development opportunities for information technology staff at the University of Iowa by sponsoring annual individual development awards for IT-related opportunities. Each award is for up to \$1500. A minimum of 10 award winners are chosen for a maximum award amount of \$15,000. Four awards for an amount not to exceed \$6,000 will be awarded to health care information systems staff members. All other staff will be eligible for the remaining six awards not to exceed \$9,000.

The award is to help defray costs of professional development. Eligible items include, but are not necessarily limited to: regional or national meetings, conferences, workshops, other educational opportunities on and off campus, instructional materials or equipment. This award money must be spent by June 30, 2008. If this award is for a scheduled event such as a class or conference, that event must also be held by June 30, 2008. This award is not transferable; if the award winner is unable to participate in the originally proposed professional development opportunity, the award is forfeited.

Eligibility, Application and Selection Process

- Any P&S or Merit staff member in an *information technology provider role* who holds a regular appointment of 50 percent or greater.
- Selection of the awards will be based upon documentation of recognized contributions which support the University's mission and goals, the importance of the class, workshop, seminar, symposium or conference to your career and how it will enhance your job performance or career aspirations in information technology.
- All recipients will be chosen by the selection committee. The selection committee is comprised of the members of the IT Professional Development Team and past award winners.
- Applications may be self-initiated or submitted by a supervisor.
- Applications must be on time and properly completed to qualify for consideration. Submissions not properly completed or with missing information will not be considered.
- **Deadline:** All applications must be received by **5:00 PM on July 6, 2007**.
- Anticipated date for award winners to be notified is July 23, 2007.
- Complete the online application form providing the required information.

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The IT Professional Development Team is sponsored by
the Campus Chief Information Officer &
the Health Care Information Systems Chief Information Officer
in collaboration with UI Staff Development and the Campus IT Leaders