

Staff Professional Enrichment Fund Grant Application – Group

If needed, a staff person from the Human Resources Division can provide assistance in completing this application to ensure all necessary information is included and the essay is written in a professional and clear manner.

Date _____ Team/Group Name _____

Describe the Team/Group

Total # of Team Members _____ Total # Participating in Activity _____

Name of Team Representative _____

Job Title _____

Campus Address _____

Campus/Work Phone _____ Email Address _____

Department Name _____

Direct Supervisor _____

College, School or Division _____

Dean or Division Executive _____

Date(s) of Desired Activity _____

Name of Company/Organization providing the activity or training _____

Organization/Company Web-site _____

Estimated Cost of Activity _____ Amount Contributed by Dept _____

Total Amount Requested _____ (Please complete the attached budget)



**Staff Professional Enrichment Fund
Grant Application – *Team/Group***

Desired Activity Supports Which Strategic Plan Focus?
(check all that apply)

- Place student success at the center
- Lead in life and health sciences
- Advance urban engagement in Kansas City
- Excel in the visual and performing arts
- Embrace and celebrate our diversity
- Promote research and economic development
- Increase sources of income

Desired Activity Supports Which Skill Sets?
(check all that apply)

- Efficiency and Organization
- Technology and Social Media
- Leadership and Management
- Creativity and Innovation
- Critical Thinking and Problem-Solving
- Communication and Collaboration
- Personal Goals Attainment

Describe how participating in this activity will enhance personal growth and teamwork of the group?
Also, please include how you see the activity aligns with the strategic goals of the University and/or your College, School or Division. (maximum 500 words)

**Staff Professional Enrichment Fund
Grant Application – Team/Group**

Has your team been a grant recipient of the Fund in the past? YES NO

If yes, when? Date _____ Date _____ Date _____
Amount _____ Amount _____ Amount _____

Has your team applied and been denied a grant in the past? YES NO

If yes, when? Date _____ Date _____ Date _____

UMKC is an Equal Opportunity/Access/Affirmative Action/Pro Disable and Veteran Employer that is fully committed to achieving a diverse workforce.

Team/Group Representative Signature _____
 I agree to submit a report on our experience with this opportunity within 30 days of completion.

Supervisor Signature _____
Date _____
Approved? YES NO
If NO, please state reason(s) _____

**Division Executive/Dean
Director Signature** _____
Date _____
Approved? YES NO
If NO, please state reason(s) _____

**Fiscal Representative/
Director Signature** _____
Date _____

**NOTE: It is preferred that payment is made upfront with university funds.
to ensure quick turnaround of reimbursement, please indicate the MoCode
receiving the payment transfer.** _____
MoCode



FINANCIAL INFORMATION

The Staff Professional Enrichment and Emergency Relief Fund follows all university policies. Here is the link outlining allowable expenses. https://www.umsystem.edu/ums/rules/bpm/bpm500/manual_505

Food will not be reimbursed and cannot be part of the application.

In order to be reimbursed for approved expenses, you must submit receipts for all items.

Any changes to the opportunity that would affect the budget or the schedule need to be shared in writing as soon as possible with Emily Strayhall at emilystrayhall@umkc.edu.

Please complete and submit the project budget below with your application.

Item	Explanation/Detail	Amount
INCOME		
Department Contribution		
SPEER Fund		
TOTAL INCOME		\$
EXPENSES		
Air Travel		
Ground Transportation		
Hotel		
Conference Registration Fee		
Training Registration Fee		
Facilitator/Presenter Fee		
Materials/Supplies		
Other		
Other		
Other		
TOTAL EXPENSES		\$





Vision

UMKC aspires to be an exemplary public urban research university of the 21st Century, pursuing excellence as a human-centric learning and discovery community, fostering equity, diversity and inclusion to enrich the lives of the people and regions we serve.

Mission Statement

As an urban research university, our mission at the University of Missouri-Kansas City is to promote learning through the discovery, preservation and dissemination of knowledge of public value across a broad spectrum of disciplines and fields of study. UMKC celebrates the individual and embodies diversity and inclusion by intertwining these goals with innovation to enable transformational impact aimed at bringing cultural, social, health and economic prosperity to the metropolitan, regional and global communities we serve.

Values

We, the community members of UMKC, are proud to contribute to a student-centered urban university, serving our mission of learning, discovery, research and service, inspired by our commitment to equity, diversity, inclusion and respectful interaction.

Our key values:

- Accountability
- Learning
- Respect
- Diversity
- Collaboration
- Integrity

Strategic Plan Pillars

1. Provide exceptional student learning, success and experience.
2. Become a thriving discovery enterprise.
3. Transform our community and region with impactful engagement.
4. Foster an environment of invigorating multiculturalism, globalism, diversity and inclusion.
5. Develop a strong and resilient people, process and physical infrastructure.

