

Faculty Development Awards Program
LETTER OF INTENT (LOI) TO APPLY

Description: This form serves as official notice of intent to apply by the handbook deadline, 4:30 PM on the first Tuesday in October, for a Faculty Development Award (FDA). By submitting this form, applicants will be granted access to the FDA Canvas course, where their submissions will be evaluated by the Faculty Senate Benefits FDA subcommittees. Additionally, this form notifies Department Chairs and School Directors of the applicant's intent to apply.

Name:

Date:

Department:

Office:

Office Phone:

e-mail address:

Faculty Development Award (FDA) Type: Sabbatical, Summer Fellowship, Grant... (NOTE: You May apply for more than one type of FDA. Please note each type)

Brief Overview of Each Project (less than 200 words each):

DEADLINE:

Applicants planning to apply for an FDA must submit this LOI to their respective Department Chair or School Director, as well as to the Faculty Development Awards email (fda@nku.edu), by 11:59 PM on the ***first Tuesday in September***.

*Although not required, each applicant is strongly encouraged to contact their respective Dean to inform them of their intent to apply as well.

NOTE: Full FDA proposals must be submitted to Canvas by 4:30pm on the first Tuesday in October.