

Professional Development Grant Funding Sources:

- University Level
 - [Staff Career Development Grant](#)
 - Applications accepted January 1-31
 - Grant is up to \$1,250 for individuals; \$1,750 for groups of 2-10; or \$2,000 for groups of 11 or more
 - Grants can be used for professional development, education or training costs related to job and/or career goals.
 - Eligibility:
 - Must be employed as a regular Classified Civil Service or Administrative and Professional staff member with at least 75% FTE and two continuous years of service with Ohio State.
 - OR
 - Former Ohio State University staff member with at least two continuous years of service and currently unemployed due to the elimination of job position within the past year.
 - [Staff Manager Development Grant](#)
 - Applications accepted year-round
 - Grants of up to \$1,250 for individuals will be awarded for staff manager participation in management workshops and programs, seminars, conferences or other activities held at The Ohio State University.
 - Eligibility
 - Must be employed as a regular full or part-time Classified Civil Service or Administrative and Professional staff member.
 - OR
 - Former Ohio State University staff member with at least two continuous years of service and currently unemployed due to the elimination of job position within the past year.
- College Level
 - [Arts and Sciences Staff Professional Development Grants](#)
 - Three annual application deadlines: January 15, May 15, and October 15
 - Funding supports up to 15 grants annually at up to \$1,000 per person. A minimum of \$100 of matching support from the home unit (department or college) is highly encouraged.
 - Eligibility
 - All regular (.50-1.00FTE) staff members in the College Arts and Sciences who have been employed within ASC for at least two years are eligible to apply.
 - Eligible staff members can receive the grant once per academic year.
- Department Level
 - Physics Staff Professional Development Grant
 - Applications are considered on a rolling basis

- To apply, a Physics staff member needs to fill out the Staff Professional Development Request form and send it to Ruth Leonard.

Professional Development Grant Ideas:

- [John Glenn College of Public Affairs Management Advancement for the Public Service \(MAPS\) Program](#)
 - Offers one-day seminars on a variety of topics, including Crisis Communication; Time Management Solutions for Productivity and Satisfaction; Charge-up Your Motivation; and Working with Colleagues and Superiors: The Art of Influencing Others, to name a few.
- [OSU Leadership Center Workshops](#)
 - Offers half to full-day workshops on a variety of leadership topics, including Problem-Solving, Teamwork and Creativity for Success; Dynamic Teams; and Communicating to be Understood, to name a few.
- Professional Certifications
 - Project management certification through a company like the [Project Management Institute](#)
 - [Research administrator certification](#)
 - Six Sigma [Black](#), [Green](#), or [Yellow](#) Belt certification
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- Travel and/or conference/workshop attendance to help develop your skills
 - Examples
 - [Science Writing conference](#)
 - [SciAccess](#)
 - [Administrative Professionals Conference](#)
 - [International Association of Administrative Professionals \(IAAP\) Summit](#)
 - [Administrative Management Institute at Cornell University](#)
- Take on online continuing education course at universities like [Stanford](#) and [Harvard](#)