PROFESSIONAL DEVELOPMENT APPLICATION

Local Collaborative Professional Development (LCPD)

The committee offers this opportunity for local collaborative initiatives.

Title of Project:

Proposed Dates* for meeting:

* Please keep in mind that Mondays and Fridays are more difficult days for TTOC availability, so try to choose other days to accommodate this.

Goals / Objectives:

Total of 1 ½ days per person. (Maximum of 3 half TTOC days OR 1 full day and one half-day). Costs - 1/2 day TTOC cost $275 X 3 = $825 Total Cost per person

*NOTE that this funding comes from a collective professional development allotment that does not affect your personal pro-d funds. This fund is a separate fund that is excess funding available due to lack of travel and personal pro-d applications.
*All participants must meet in a group of 2 or more as this funding is for collaborative purposes.

Participant (s)	Date (s)	AM/PM or Full day	School	TTOCs needed X 1.0 ($550) X 0.5 ($275)	Total
		0 0 0	School:	0.0 X $ 550 =	$ $ 0.00
		0 0 0	School:	0.0 X $ 550 =	$ $ 0.00
		0 0 0	School:	0.0 X $ 550 =	$ $ 0.00
		0 0 0	School:	0.0 X $ 550 =	$ $ 0.00
		0 0 0	School:	0.0 X $ 550 =	$ $ 0.00
		0 0 0	School:	0.0 X $ 550 =	$ $ 0.00

TOTAL: $ 0.00

Plans for Project:

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Plans for Sharing the Information with Colleagues

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Project Commencement must be approved by the Pro D funding committee. The committee meets on the 2nd Tuesday of each month. Prior approval is mandatory. Once approval has been given, LOA forms will be issued to use on the SRB.

Applicant's Signature: _____
I confirm the above information to be accurate

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Office Use Only

Approved:

Total Approved: $ 0.00

TTOC Days: 0.0 **x $550**

Date: Amount Paid: etransfer/Cheque #:

Choose Pro-D & Staff Development for Absence Code on SRB - The APPROVED copy is your Attached Leave Document

(PD) updated by CDTA Pro-d Committee Sept 2026