

## Application for Teaching-Learning Development Grant

Deadline: November 17, 2025, 5:00pm

If the deadline date falls on a Saturday, Sunday, or statutory holiday, applications will be accepted on the next working day. Normally, late applications will not be accepted.

Checklist:

In order for an application to be considered by the Educational Leave Committee, the following is required:

- A completed application form
- A current curriculum vitae (edited, if necessary, so as to be 15 pages or less) with a covering letter highlighting aspects of the cv relevant to the application

IMPORTANT: We have moved to email submission. Applications will *only* be accepted by email.

Please compile all supporting documentation and send as one single PDF document to [leaves.yufa@gmail.com](mailto:leaves.yufa@gmail.com), and include “Teaching-Learning Development Grant Application” in the subject line of your email.

YUFA  
TEACHING & LEARNING DEVELOPMENT GRANTS – Article 19.31  
APPLICATION FORM

Deadline: November 17, 2025, 5:00pm

NAME:

DEPARTMENT/FACULTY:

CAMPUS ADDRESS:

PHONE #:

PROJECT TITLE:

AMOUNT REQUESTED:

PROJECTED COMPLETION DATE:

PROJECT DESCRIPTION:

On a separate page, please provide a brief (1,000 words) description of your project.

BUDGET:

On another page, please provide an itemized statement of needs along with a brief explanation and a detailed estimate of expenses in the following categories:

- A) travel
- B) per diem
- C) research/programming assistance
- D) materials, supplies, services
- E) other

OTHER FUNDING:

If an application for funds has been submitted or a grant has been received in aid of this project from another source, please indicate below the source and the amount of funding.

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