

miLEAD Professional Development Grant

Through the Professional Development (PD) grant, miLEAD aims to offer opportunities to its members to explore non-academic careers paths and develop their professional skills. All active members of miLEAD, who are in good standing in accordance with the Membership Agreement, are encouraged to apply. The PD grant may cover fees associated with but not limited to:

1. Registration or travel for professional-development, non-academic events or memberships
Symposiums, conferences, competitions, hackathons, workshops, etc.
2. Career-development, exam, or job-interview related study materials
Casing practice books, etc.
3. Classes
Online or in-person for business and professional skills including but not limited to public speaking, negotiation, interviewing, etc.
4. Professional/vocational coaching
Interviewing, CV/resume assistance, public speaking, etc.
5. Personal branding materials
Business cards, CV/resume printing, etc.
6. Online resources for non-academic job searching
LinkedIn Premium (6 months maximum reimbursement), etc.

To apply for a grant, miLEAD members must submit a [Budget Justification and Expense Report](#) indicating the purpose, benefits, and costs associated with the PD grant to events@milead.org. The [Budget Justification and Expense Report](#) must be submitted **before** purchase.

Active miLEAD members are eligible to apply for up to **\$300/year** in professional development grants for the year associated with their Membership Agreement. Grants will be reviewed by members of the board on a rolling basis, after which funds will be dispersed to the applicant if the Budget Justification and expense is consistent with the aims of the grant. *PD grant funds will be dispersed shortly after board approval to ensure that applicants do not have to front costs associated with the grant.* Within 30 days of spending the grant funds*, associated itemized receipts **with dates** must be emailed to finance@milead.org.

**For recurring monthly fees such as LinkedIn Premium, submit receipt(s) after final bill for agreed-upon duration has been paid.*

miLEAD reserves the right to:

- Reimburse an amount inconsistent with the “Total Grant” amount in the Expense Report if a miLEAD member has received another miLEAD PD grant within the year or if a portion of the expenses do not align with the aims of the grant
- Rescind funding if itemized receipts are not submitted within 30 days of spending the grant
- Grant or deny the miLEAD Professional Development Grant at its discretion