**PCC Funds Approval Request**

**General Information/Eligibility**

Each graduate student in the Clinical Psychology Training Program is eligible for $400 in PCC funds to use throughout the course of their training at the University of Nebraska-Lincoln for Professional Development. Professional Development includes the following:

* Conference, workshop, or professional seminar registration (where you are not a presenter)
* Travel and lodging expenses incurred while attending a conference/workshop
	+ Airfare, mileage reimbursement if traveling out of state, hotel cost, etc.

PCC funds can be used in the following instances:

* While you are still a student “in-house” in the clinical psychology training program (Note: ***PCC funds are no longer available once a student leaves for internship***)
* When you are not eligible for RAC or Warden funds

Examples of situations when use of PCC Funds is appropriate:

* When you want to participate in an ABCT workshop when you are presenting at the conference
* During your first year in the program before you have research to present at ABCT or another conference, but want to attend
* When you want to attend an NPA professional development conference

PCC funds can NOT be used for the following:

* Research activities
* Poster printing
* Purchasing books or other resources
* Internship interviewing expenses
* Membership in professional organizations

PCC funds need not be used all at once, but we ask that you request a minimum of $50 on each application for funds, if possible. Additionally, use of funds for travel and lodging must conform to the University of Nebraska-Lincoln policies regarding travel reimbursement and allowable expenses, which can be found at: <http://travel.unl.edu/QuickLinks/AllowableExp.shtml>

**PCC Funds Approval Request**

Student Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Conference/Workshop/Seminar Information:

 Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Date(s): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Location: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Budget:**  **Totals**

 *Registration Fees:* \_\_\_\_\_\_\_\_\_

 *Lodging:*

 Cost of room per night: \_\_\_\_\_\_\_\_\_

 Number of nights: \_\_\_\_\_\_\_\_\_

 Number of people sharing room: \_\_\_\_\_\_\_\_\_

 **Total amount for lodging: \_\_\_\_\_\_\_\_\_**

 *Transportation:*

 Roundtrip Airfare From: \_\_\_\_\_\_\_\_\_

 To: \_\_\_\_\_\_\_\_\_

 **Total cost for airfare: \_\_\_\_\_\_\_\_\_**

Mileage from Lincoln: \_\_\_\_\_\_\_\_\_

 **Total cost for mileage: \_\_\_\_\_\_\_\_\_**

*Do you have any other funds to support this activity:* Yes\_\_\_\_\_ No\_\_\_\_\_

 If yes, what funds: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ How much: \_\_\_\_\_\_\_\_\_

**Total amount being requested: \_\_\_\_\_\_\_\_\_\_**

PCC Use only:

Available Funds in Student Account: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

PCC Office Administrator: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

PCC Director Approval: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_