



# SOUTHEASTERN PLANETARIUM ASSOCIATION

## Professional Development Fund Application

**Application Deadline: April 1, 2024**

### **Instructions**

The SEPA Professional Development Fund was set up by SEPA Council and is funded by proceeds from the Silent Auction held at conferences, as well as from member and vendor donations.

Each award covers the amount of registration and, if funds allow, a stipend for travel and/or hotel stay. Recipient names will be sent to the conference host in order to ensure that the Professional Development Committee (PDC) will cover the conference registration fee. If there is a stipend, it will be in the form of a check given to the recipient at the end of the conference once receipts are given to the SEPA Treasurer. To apply, one must be currently employed as a member of the planetarium staff or be a student/intern at an active planetarium in the SEPA region and be a full SEPA member (not a vendor). Volunteers may apply if they can demonstrate a high level of involvement at their home institution or in the planetarium field. A recommended method is to obtain a reference letter from a supervisor attesting to the volunteer's role and contributions. Volunteers must also be full SEPA members. The applicant must meet deadlines for submitting this application form and, if selected, must also meet deadlines for conference registration and paper presentations. Applicants must complete the form below and submit it electronically or by mail to the chair of the PDC at the address below.

Award recipients must present a paper or poster at the conference. The paper, or a write-up of the poster, must be submitted to the editor of the SEPA Journal (Woodrow Grizzle at [southernskies@sepadomes.org](mailto:southernskies@sepadomes.org)) in order for it to appear in the edition immediately following the conference. **(The 2024 Conference is June 11-15, so the submission deadline is August 1st.)**

If you are unsure of your eligibility, please get in touch with the PDC Chair (contact info below).

The committee will discuss the applications and choose recipients, as soon as possible, after the application deadline. Successful applicants will be notified by e-mail on or about April 24, 2024.

Award recipients must respond with a written acknowledgment of acceptance and must formally register for the conference within one week of being notified. Failure to do so will be interpreted as a rejection of the award, in which case funds will either revert back to SEPA or be given to another applicant.

**Complete and email to the PDC Chair at [past-president@sepadomes.org](mailto:past-president@sepadomes.org) or send to: Liz Klimek, South Carolina State Museum, 301 Gervais St, Loading Zone D, Columbia, SC 29201.**

## SEPA Professional Development Application

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

Planetarium: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Email Address: \_\_\_\_\_

Phone Number where you can be reached directly: \_\_\_\_\_

- How many years have you been a SEPA member?
- How long have you worked in the planetarium field?
- Without financial aid, will you be able to attend the upcoming SEPA conference?
- If your employer/planetarium is able to provide any financial assistance or pay part of conference expenses, please list the amount:
- In one paragraph, tell us why you believe you should receive this award. Use a separate page if needed. How do you anticipate benefiting from attending the SEPA Conference?
- Please describe your paper or poster that will be presented at the conference and be published in the fall issue of the SEPA journal.

**\*\*\*Deadline for applications is April 1, 2024\*\*\***