



Hybrid Program *Student Bar Association (SBA)*

Monterey College of Law | San Luis Obispo College of Law |
Kern County College of Law | Empire College of Law

Professional Development Funding Application Form

Purpose: This form shall be completed by SBA Officers and Representatives requesting consideration for funding to attend professional development opportunities, including but not limited to conferences, workshops, and symposiums. Pursuant to this SBA policy, each eligible candidate shall receive up to \$1,500 per approved activity, with such funding awarded no more than once every two years and limited to a maximum of two awards during their law school tenure. Eligibility is strictly contingent upon active service and good standing within the SBA. All applications will be rigorously evaluated for alignment with the SBA's mission to serve the Hybrid Program student body, advance justice, promote societal well-being, and safeguard the natural world. Participation in professional development activities shall enhance the visibility of our law school, facilitate meaningful collaboration with practitioners and policymakers, and reflect the understanding that all SBA members act as formal representatives of the Hybrid Program. Final approval and allocation of funds shall be determined by a majority vote of the SBA Cabinet.

This directive constitutes the official Professional Development Funding Policy of the Student Bar Association Hybrid Program and is binding upon all SBA Officers and Representatives.

Applicant Information

Name: _____

Email: _____

SBA Position/Title: _____

Conference or Event Details

Name of Conference/Event: _____

Sponsoring Organization: _____

Conference Dates: _____

Location (City/State): _____

Presentation Information

Are you presenting or giving a talk at the conference? ☐ Yes ☐ No

If yes, please provide: Title of Presentation: _____

Brief Description / Abstract:

Proposed Learning Outcomes:

Budget Request

1. Transportation and Lodging Budget

(Please provide estimated costs and supporting details such as airfare, mileage, hotel rates, etc.)

Estimated Total: \$_____

2. Registration Budget

(Include early registration rates when possible.)

Estimated Total: \$_____

Additional Notes (Optional)

Please describe how participation in this event will contribute to your role as an SBA Officer or benefit the broader student body:

Requested Funding Amount:

☐ Full funding (\$1,500) ☐ Partial funding \$_____ (specify amount, up to \$1,500)

Applicant Signature

I certify that the information provided above is true and that the requested funding will be used solely for the stated purpose, and that I will provide receipts to substantiate all expenses incurred.

Signature: _____ Date: _____

Funding Approval Granted by Majority Vote: ☐ Yes ☐ No **Date:** _____

Signature (SBA President or Vice President): _____

