



Issue #6: February 6, 2024

Professional Development Allowance

Clause 32.19 in your [Collective Agreement](#)

Be sure you don't miss the **February 28 deadline** to apply for this year's Professional Development Allowance (PDA). As a DFA Member, you are entitled to a PDA to cover professionally-related expenses which are not otherwise reimbursed by the University and which relate to your responsibilities to Dalhousie. These expenses include membership fees for professional and/or learned societies, subscriptions to professional and/or learned journals, conference registration fees, and the purchase of books, equipment, and/or other items related to your research or scholarly activities.

The maximum PDA amount is based on Dalhousie's fiscal year (April 1 to March 31 each year). For the life of this agreement the amounts are as follows:

- 2023-2024: \$838
- 2024-2025: \$859
- 2025-2026: \$881

You may apply only once between April 1 and February 28, and must include documentation to support your application. Applications are reviewed by a Faculty-level committee and, if approved, reimbursed by the Board. You must [process your PDA claim using Chrome River](#) (you must log into myDalHub).

Please note: BEFORE you can submit via Chrome River, you need to get your departmental account number from which your PDA gets paid. There is not a single account number for all DFA Members so you need to ask your departmental administrator for the correct account information.