|  |
| --- |
| **Nominee’s Supporting Documentation Form** |
|

|  |
| --- |
| ***Nominee Information****:*  |
| Name: |       |

 |
|

|  |  |
| --- | --- |
| Institution: |       |

 |
| Nominations will be scored on the strength of the (1) personal statement and employment and (2) anticipated use of the award. Comparisons are made to other nominations from the same sector, i.e., community college, public university, and private institution.1. ***Personal Statement & Employment:*** Write a personal statement with your qualifications for the award. Also, include your intent to remain employed as a nursing faculty member at the nominating institution for six months, starting on the date of award notification in November 2020.

*Prepare a separate document and attach to this form. Limit to one page.*   |
| 1. ***Anticipated Use of Award*:** Fellowship awards are salary supplements that, at the discretion of the Fellow, may be used for expenses related to professional development, conference expenses, continued education, professional dues, and recognition meeting expenses. Describe how you intend to use the fellowship award.

Nominees should plan to expend the funds from the date of award notification in November 2020 to December 31, 2021. Please note, however, that the receipt of funds will likely be delayed until calendar year 2021. |
| Withholdings Estimate: Fellowship awards are salary supplements subject to payroll withholdings for taxes, retirement contributions, and FICA for Social Security and Medicare. The $3,000 figure is an estimate; please check with your payroll director for specific withholding amounts***.***  | $ 3,000 |  |
| Proposed Expenditures: Provide a description of the proposed activities and dollar amounts per activity. *Prepare a separate document and attach to this form*. | $ 7,000 |  |
| Total (includes withholding amounts) | **$ 10,000** |  |
| 1. ***Curriculum Vitae / Resume:***  *Include with the application.*
 |