

ATTACHMENT C - 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 educator at the nominating institution for six months, starting on the date of award notification.

Prepare a separate document and attach to this form. Limit to one page.

- 2) 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 starting on the date of award notification in 2022 to June 30, 2023. Receipt of the fellowship award may be delayed. The Fellow may need to pay expenses and use the fellowship award for reimbursement.

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 detailed description of the proposed activities and dollar amounts per activity. Be sure to provide sponsors, titles, and dates for each seminar, training, and conference that you plan to attend.

Prepare a separate document and attach to this form. \$ 7,000

Total (includes withholding amounts) **\$ 10,000**

- 3) Curriculum Vitae / Resume:** Include with the application.