2019 Professional Development Award

Award amount: Ranges from $100 - $500

Application Due Date: April 26, 2019 by 5:00 pm EST

Professional Development activities must occur between April 1, 2019 and March 30, 2020

Winners will be announced at the First Annual NRP Research Expo

Purpose

The UNC Network for Research Professionals (NRP) Professional Development Award provides supplemental funding to help cover professional development opportunities for University of North Carolina at Chapel Hill employees whose work is focused on Human Subjects Research.

The award covers work-related education and training and can be used for conferences, certificates, continuing education, classes or seminars, or similar instructional opportunities that are not already covered by other resources. Specifically, the award is designed for expenses incurred prior to the opportunity (e.g., registration, materials, travel). Courses for academic credit are not eligible for this award but can be accessed through the University's tuition waiver benefit.

Individual awards ranging from $100 - $500 will be granted depending on strength of application.

UNC Network for Research Professionals (NRP)

The UNC-NRP is a peer group that is open to all research personnel engaged in human subjects research to help increase awareness and communication of best practices through a series of educational seminars, resources, mentoring and networking programs.

Eligibility Criteria

Full or part-time permanent SHRA or EHRA non-faculty Research Professionals at the University of North Carolina at Chapel Hill who have been employed in this capacity for at least the past 1 year at the time of this application are eligible for this award. Examples of eligible research related positions include, but are not limited to, Social/Clinical Research Assistants,

Social/Clinical Research Specialists, Nurse Consultants who work as Clinical Research Coordinators, Clinical Research Associates, Regulatory Coordinators, Program Managers, and Research Associates. If you have questions about whether you are eligible, please contact us at NRP@unc.edu.

Application Instructions

Applications will be accepted until April 26, 2019. To be eligible, all of the following must be true. **Late applications will not be accepted.**

- Funding must be for individual benefit, relate to the employee's position, and meet a professional development purpose (not departmental).
- Applicant may not have received the UNC NRP Professional Development Award for the same or a different opportunity in the two years prior to the application.
- Applicants must indicate all other sources of funding they are pursuing and/or have already received (e.g., departmental funds, Employee Assistance Program, Janet B. Royster Scholarship, etc.).

Submission Guidelines

Submission must be complete and submitted to **NRP@unc.edu**. Submissions include:
  o Application Form
  o Current CV
  o Letter of Support from current department, Supervisor, or Primary PI *(Please include full names and contact information)*

Deadline:

The application for this opportunity is due April 26, 2019. All applications are due by 5pm.

Requirements for Reimbursement:

Receipts must be submitted within 1 month after the Professional Development opportunity takes place. Travel related expenses must comply with University policies

For questions concerning the application process, contact NRP@unc.edu.

Application Form

Personal Information

Preferred First Name_____

Full Name_____

Last   First   Middle

Position Title_____ Work Telephone_____

Dept. Name_____Dept. #_____Years in Position_____

Years at the University_____   Local Telephone_____

E-mail Address _____

Personal Identification Number (PID) _____

Event Details

Name of Program/Event:

_____

Travel Destination:

_____

Beginning Date_____ Ending Date _____

Have you received the UNC NRP Professional Development Award in the last 2 years?

Yes   **No**

1. How will this opportunity advance your professional goals? (Maximum of 250 words)

2. What professional growth opportunities have you participated in since joining the University? (Maximum of 250 words)

3. How does this opportunity relate to your current position? (Maximum of 250 words)

4. For what other sources of funding have you applied/obtained?

   ☐ Departmental Funds

   ☐ Employee Assistance Program

   ☐ Professional Development Grant

   ☐ Janet B. Royster Scholarship

   ☐ Personal Funds

   ☐ Other _____

   ☐ Other _____

Please indicate any funding that is not yet confirmed.

	Amount
Travel Costs	
Airfare	$
Ground Transportation	$
Meals	$
Lodging	$
Other (Specify): _____	$
Total Travel Costs	**$**
Fees	
Registration Costs	$
Membership Fees	$
Other (Specify): _____	$
Total Fees	**$**
Other Expenses	
Other (Specify): _____	$
Total Other Expenses	**$**
Total Budget Amount (sum of travel, fees, and other expenses)	**$**
Other Funding	
University Funds	$
Departmental Funds	$
Outside Funding	$
Other Funding Total	**$**
Non-Covered Expenses (Total Budget - Other Funding)	**$**
Total Amount Requested	**$**

I attest that everything included in the application is true and complete.

_____   _____
Applicant Signature   **Date**