

## DNS PROFESSIONAL DEVELOPMENT SCHOLARSHIP

### Eligibility Criteria

- Membership in ADA and DNS **is required at the time of application**, for at least two consecutive years prior to application, **and at the time the scholarship funds are used**. (Members of the DNS Executive Committee and DNS Coordinating Cabinet are ineligible for the scholarships during their term in office).
- The applicant must be employed in a position with responsibilities in the area of nutrition support/metabolic nutrition **at the time of application and when the scholarship funds are used**.
- The applicant must submit the name and sponsor of the program for which the award money will be used. The goals or objectives of the program should be relevant to the applicant's professional goals.
- The program should be at least 30 days after the application deadline. Application deadlines are May 15<sup>th</sup> and November 15<sup>th</sup>.
- Application for the scholarship should include the following:
  1. Completed applications form (available from the Nominating Committee Chair **or the DNS website**).
  2. A description of the program for which the money will be used.
  3. A statement of registration and related fees.
  4. A typewritten statement, not to exceed 3 pages in length, describing the extent of current job responsibilities related to nutrition support, career goals, specific objectives for attending the program/event, and how the program will impact clinical practice. The statement must also include an estimate of how funds will be used, a timetable for the program, and a statement of agreement to submit a written report and accounting or expenses for the program attended within 30 days of attendance.

### Selection Process

- The selection process will include special attention to how well the program/course meets the goals and objectives of the DNS Strategic Initiatives and shows relevance to the professional goals of the applicant. The availability of other sources of funding to the applicant will also be considered.
- The applicant will be notified of the status of the award within 45 days of receipt of the application. Applications will be reviewed and awarded twice a year.
- Recipients will be notified by email, mail, or telephone of the selection results by the notification dates listed above.
- Recipient's name will automatically be forwarded to the Treasurer, who will process an award check. The award check will be sent from the American Dietetic Association within 3 weeks of processing by the Treasurer.

### Recipient's Responsibility

Recipient must submit to the Nominating Committee Chairman **within 30 days of attendance**

1. Verification of attendance, a summary of the program, and benefits derived. The summary, or an excerpt, may be published in a DNS publication.
2. A written report accounting for expenses and how the award was used.