

POLICY STATEMENT

Functional Area: Travel Grants and Recognition and Service Awards

Related Policy:	None
Effective Date:	2/20/2018
Approved by:	NORDP Board of Directors
Responsible Body:	Board of Directors

I. POLICY STATEMENT

To further its mission and goals, NORDP offers a number of grants, and also awards for contributions and/or service to the organization, including the following:

- A. Strategic Alliances Travel Grants
- B. Conference Grants
- C. Rising Star Awards
- D. Board of Directors Service Awards
- E. Holly J. Falk-Krzesinski NORDP Service Award

The Board of Directors will assign responsibility to the appropriate NORDP officer(s) or committee(s) to develop application and selection procedures and criteria, invite and review applications and nominations, and recommend grant and award recipients to the Board. At its discretion, the Board may delegate to the NORDP officer(s) or committee(s) the authority to select recipients.

II. DEFINITIONS

- A. Strategic Alliances Travel Grants

These grants are available to NORDP members in good standing to represent NORDP and increase NORDP's visibility nationally and/or internationally by providing research development expertise to underrepresented groups and/or forging strategic and substantive relationships, partnerships, and collaborations with relevant funding agencies and scholarly and professional affinity organizations.

The Strategic Alliances Committee, in accordance with its own established procedures, receives applications for these grants, evaluates the applications received, and awards grants from its annual budget for such purposes. The committee chair, or another designated representative, reports each grant made to the Board of Directors, together with a statement of its intended purpose.

- B. Conference Grants

Partial and full grants to attend NORDP's annual conference are available to individuals who either have a demonstrated financial need or who otherwise meet a priority identified by the Board of Directors. Conference grants may cover registration costs, travel (airfare or mileage), and/or hotel or other housing costs. Recipients of conference grants are expected to volunteer for the conference they will attend with conference grant funding, or to provide some other form of service to the organization, such as serving on a committee. Priority for conference grants will be given to NORDP members who either:

- Are new to NORDP (defined as having been a member in good standing for less than two calendar years at the time of applying for the grant);
- Are from a predominantly undergraduate institution or a minority-serving institution;

- Have not received a conference grant within the last three years; or
- Who meet other criteria established by the awards subcommittee, the Member Services Committee, or by the Board of Directors.

The awards subcommittee of the Member Services Committee is responsible for soliciting applications for conference grants each year, for reviewing the applications received, and for making recommendations of award recipients to the Board of Directors.

C. Rising Star Awards

These awards (not more than three in any given year) are presented at the annual conference to NORDP members in good standing, in recognition of their outstanding volunteer contributions to NORDP. The Awards subcommittee of the Member Services Committee, in accordance with its own established policies and procedures, solicits nominations for the Rising Star Award, reviews the nominations received, and forwards recommendations for the award to the Board of directors for its consideration.

D. Board of Directors Service Awards

1. Service awards (in the form of plaques or other mementos) recognizing service as an officer of NORDP or as a member of the Board of Directors are presented at the annual conference (or otherwise, as circumstances warrant) to outgoing members who have served at least two-thirds of their terms. Recognition of both Board service and service as an officer are separate, as the nature of the service is different.
2. Board members who complete at least two-thirds of their terms will be recognized at the time they leave the Board, for the entirety of their Board service. Members of the Board of Directors who are removed for cause under the Bylaws are not eligible for this recognition.
3. Officers receive service awards at the time they complete their terms in office, or when they leave office after completing at least two-thirds of their term. Officers who serve multiple terms will receive service awards at the time they complete their final term, and the award will recognize all of the terms served in that office.
4. A single service award is given for completing the three-year presidential sequence (vice president/president-elect, president, and immediate past president), at the end of the final term or at the time the individual leaves office after completing at least two-thirds of the term.

E. Holly J. Falk-Krzesinski NORDP Service Award

This award is conferred by the Board of Directors in recognition of the commitment of a NORDP member to the growth of NORDP as an organization, strong efforts toward furtherance of the research development profession, and service to peers. It is named in honor of NORDP's founder and first president, Holly J. Falk-Krzesinski. An award is presented at the annual conference to one NORDP member in good standing.

Nominations for the Holly J. Falk-Krzesinski Award will be solicited each year by the Executive Committee of the Board of Directors. The Executive Committee will then consider the nominations received and recommend a recipient of the award to the full Board of Directors for their consideration. Current members of either the Executive Committee or the Board of Directors may be nominated for this award, and may participate in discussions of the merits of other nominees, but must recuse themselves from voting.

Approved by the Board of Directors via email vote on February 19, 2018