



## POLICY #11

Subject: WISPAN Scholarship/ Grant Program

Written: 1987 Revised: 1/97, 4/00, 5/02, 2/06, 2/07, 9/07, 2/08

Policy Statement: This policy establishes the guidelines for administering the WISPAN Scholarship/ Grant program.

Objectives:

1. To encourage participation in WISPAN/ASPAN sponsored educational offerings.
2. To encourage participation in the CPAN/CAPA certification program.
3. To encourage participation in Mission Nursing.
4. To provide financial assistance to active WISPAN/ASPAN members.

Guidelines:

1. Applicant must be a member of WISPAN/ASPAN and will have participated in two of the following:
  - a. Attendance at on WISPAN/ASPAN seminar within the last year.
  - b. Membership and active participation on a WISPAN committee.
  - c. Contribution of an article to either WISPAN or ASPAN publication.
  - d. Present or past WISPAN officer or board member.
2. Must be a WISPAN/ASPAN member for a minimum of two consecutive years to be eligible for the ASPAN national conference scholarship or Mission nursing grant.
3. Recipients may receive only one scholarship/grant per category per 24-month period. There are six categories:
  - a. ASPAN national conference
  - b. WISPAN seminar
  - c. CPAN/CAPA certification/recertification

- d. Continuing education
  - e. WISPAN/ASPAN co-sponsored workshop
  - f. Mission nursing grant
4. Applications for ASPAN national conference must be received by the scholarship coordinator on or before January 15 of each year. Five scholarships in the amount of \$1000 each may be awarded annually. One shall be for a first time attendee to the national conference. The first time attendee shall have been a member for at least six months. Recipients will be notified by February 1. Recipients are expected to submit an article to the WISPAN newsletter.
  5. The scholarship coordinator must receive applications for WISPAN seminar scholarships at least four weeks prior to the seminar. Four scholarships in the amount of the registration fee will be awarded.
  6. The scholarship coordinator must receive applications for scholarships for CPAN/CAPA certification at least six weeks prior to the test date or recertification date.
    - a. Ten scholarships may be awarded annually, five in spring, five in fall at the rate of the current ASPAN member fee for certification.
    - b. Ten scholarships may be awarded annually, five in spring, five in fall at the rate of the current ASPAN member fee for recertification.
  7. Applications for continuing education must be received by the scholarship coordinator by July 1 for the previous spring, fall and summer semesters. Two scholarships in the amount of \$1000 each will be awarded by August 1.
  8. The scholarship coordinator must receive applications for scholarships to WISPAN/ASPAN co-sponsored workshops four weeks prior to the seminar. Two scholarships in the amount of the registration fee will be awarded.
  9. The scholarship coordinator must receive applications for the Mission nursing grant by July 1. Time frame for the grant will include July 1 of the previous year to June 31 of the current year. One grant in the amount of \$1000 will be awarded by August 1. The application will include a confirmation letter from the sponsoring organization and an article suitable for publishing in the newsletter.
  10. Application forms will be available at WISPAN seminars, upon request from the scholarship coordinator, and on the web site at [www.wispan-aspan.org](http://www.wispan-aspan.org).
  11. The Education committee will review applications and make selections based on the above criteria and the point system included with this policy.
  12. All requests for scholarships or grants will be kept confidential. Names of recipients will be published in the newsletter and announced at the seminars.
  13. Funds will be disbursed to the recipients when the following information is submitted to the treasurer:

- a. Proof of credits earned.
- b. Proof of contact hours earned.
- c. Proof of certification/recertification.
- d. Article published in the newsletter when required.