

New Mexico Extension Specialists' Association

Guidelines for Professional Development Travel and Resources Stipend Revised August 2011

- To be eligible for the stipend, the applicant must be a member of the Association for the current fiscal year (dues paid for year of application).
- Stipend will not exceed \$750 per applicant.
- An applicant is limited to one stipend per year and consideration will be given to applicants with no previous stipend awards.
- Priority of funding will be in this order: 1. Assistant Professor, 2. Associate Professor and 3. Full Professor
- By January 5 of each year, if funds are still available, Associate Professors and Full Professors may apply for the stipend.
- All applicants for the stipend will submit an abstract of no more than 500 words describing how the funds will be utilized for professional development and benefits to the applicant. State the amount of stipend being requested (not to exceed \$750) and professorial rank at top of abstract.
- Stipends for resources may include the purchase of books, computer programs, subscription to professional journals, CD/DVD and other materials that promote professional development in the applicant.
- Abstracts will be evaluated as received for Assistant Professor rank and retained for January deadline for those in Associate and Full Professor ranks.
- Send abstract to the Treasurer of the Association for selection by the Oversight committee of three, comprised of two Association members and the Treasurer.
- Total stipends granted will not exceed \$3500/ fiscal year (July 1 – June 30) unless unused stipend funds are carried over from the previous year.