

New Mexico Board of Nursing  
Adapted April 22, 2005  
Guidelines for Procurement of “Nurse Excellence” Funds:

Per Statutory Authority, 61-3-10.6

The New Mexico Board of Nursing will review applications to fund specific projects that support nursing excellence in New Mexico from organizations that specifically address any of the following:

- Recruitment and Retention of Professional Nurses
- Career and Educational Opportunities for current and prospective nurses
- Collaboration between Administrators of Health Facilities, Medical Providers, and Institutions of Higher Education that address nursing issues

In order to receive funding the NM Board requests applicants to address the following components in their project plan:

1. Address current or prospective nurses and/or organizations that deploy nursing resources in New Mexico – Identify New Mexico specific issues
2. Demonstrate ability to be replicated statewide

***All organizations seeking funding must fill out an application***

Application Requirements

- 1) Application must be completed and include the following
  - a) Name of Entity/Organization
  - b) Description of Organization
    - a) Articles of Incorporation
    - b) Mission Statement
    - c) Financial Overview/Budget Statements (includes costs incurred by requesting organization, schedule and amount of disbursements, and what qualifies for disbursement)
    - d) References – Related specifically to nursing involvement
  - c) Description of awarded funds to include:
    - a) Project Narrative (no longer than one page overview)
    - b) Project Plan to include:
      - (1) Goals and Objectives
      - (2) Measurable Outcomes
      - (3) Foreseen Challenges/Obstacles
    - d) Evaluation Processes used to determine goal/objective outcome
- 2) Upon approval of funding, the successful applicant will be required to update the Board of Nursing on project status three times a year, with written one page summary and in person reports to Board

at regular BON meetings. Updates will include budget expenditures, timelines for tasks and budget, and measures of success and challenges/obstacles for the use of funds. Updates may also be requested at other times by either the Board or funded entity.

**New Mexico Board of Nursing  
Application for Funding  
Nurse Excellence Fund**

**DATE OF APPLICATION** \_\_\_\_\_

**ORGANIZATION NAME** \_\_\_\_\_

***PLEASE ATTACH THE FOLLOWING TO THIS APPLICATION:***

1. Articles of Incorporation
2. Mission Statement
3. Organizational Budget/Financial Statement
4. References – Related specifically to involvement in nursing in New Mexico

***PLEASE PROVIDE THE FOLLOWING:***

1. Project Narrative (one page- attach)
2. Project Plan to include:
  - a) Goals and Objectives
  - b) Measurable Outcomes
  - c) Foreseen Challenges/Obstacles
  - d) Evaluation Plan
3. Timelines (Attach)
  - a) Completion of Objectives
  - b) Completion date(s), if any, of project
4. Project Budget, **with expected timelines and schedule for use of funds** (Attach)
5. Project Director or Contact ( Include name, Title, Address, Phone, Email)

Name \_\_\_\_\_

Title \_\_\_\_\_

Mailing Address \_\_\_\_\_

Email Address

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Phone

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**New Mexico Board of Nursing  
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We have attached all documents as required, and attest to the fact that these are true and reliable submissions regarding our intent to apply for funding from the Nurse Excellence Fund.

We agree to submit reports three (3) times a year at a regularly scheduled Board Meeting, at dates to be determined by the Board. We also agree to submit any interim reports as requested by the Board.

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Signature – Authorized Agent

Date

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Revised 7-11