

Title: Committee - SCHOLARSHIP AND GRANTS	Number:
Cross Reference: Ad hoc Committee	
Approved by: Texas ENA Board of Directors	Origination Date: 07/15/2021
Revised by: Scholarship and Grants Committee	Approval Date: 7/25/2026
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I. PURPOSE:

To award academic scholarships, conference scholarships, DNP capstone project and PhD/EdD dissertation grants annually in support of the development of emergency nursing practice.

II. BACKGROUND/DEFINITIONS:

1. Membership:

- a. Current active ENA membership.
- b. Must have a Texas ENA Chapter assignment.

2. Eligibility

- a. Scholarship and Grants Committee current members are not eligible to apply for an academic scholarship or DNP capstone or PhD/EdD dissertation grant while serving on the committee.
- b. Members of the Texas ENA Board of Directors may apply for an academic scholarship or grant if the board member declares a conflict of interest and recuses themselves (leaves the meeting room and does not participate in any formal or informal discussion and does not vote) with scholarship or grant items on the BOD agenda. The BOD member, with the President, must notify, in writing, the Scholarships and Grants Chairperson of the recusal status before the application will be considered by the committee.

3. Qualifications of Chairperson/Vice-Chair:

- a. Have attended at least two (2) Texas ENA General Assembly meetings in the previous year.
- b. Current member of the Committee.

Terms of Office: 3 years

- i. Year 1 – Vice-Chair
- ii. Year 2 – Chair
- iii. Year 3 – Chair with Vice-Chair

4. **Composition:** The Scholarship and Grants Committee shall consist of the following leadership members appointed by the Texas ENA President and approved by the Texas ENA Board of Directors (BOD)
 - a. Chair
 - b. Vice Chair
 - c. Council BOD Liaison (non-voting member)
 - d. Committee members are self-appointed and/or assigned by the Texas ENA President.
5. **Vacancies**
 - a. Chair – Filled by the current Vice-Chair
 - b. Vice-Chair – Appointed by the Texas ENA President and approved by the Texas ENA BOD.
6. **The Scholarship and Grants Chair** has the following responsibilities:
 - a. Develop and distribute meeting agendas and reports from committee meetings.
 - b. Preside over committee meetings quarterly and as needed to complete identified tasks.
 - c. Deliver a quarterly written and oral report on behalf of the committee at Texas ENA General Assembly meetings. Written reports must be entered into the state-specified shared folder.
 - d. Develop and submit, for approval, an annual committee budget.
 - e. Serve as mentor to Vice-Chair
 - f. Establish criteria, with committee, for scholarship and grant applicant eligibility.
 - g. Review and approve eligible applicant information prior to subcommittee review.
 - h. Preside over awards review subcommittee meeting to recommend approval of applicants for scholarships and grant award; report to the full Scholarship and Grants Committee; and forward recommendation to the Texas ENA BOD.
 - i. Provide Texas ENA newsletter chairperson with names of board approved scholarship and grant award recipients.
 - j. Assure all applicants are notified of the outcome of their application.
 - k. Promote the scholarship/grant application process across the state of Texas.
7. **The Vice Chair** has the following responsibilities:
 - a. Assist the Chair as delegated, with the above duties.
 - b. After serving as Vice-Chair, be willing to seek appointment as Chair the following year at the discretion of the Texas ENA President and BOD.
 - c. Promote the scholarship/grant application process across the state of Texas.

8. **The Committee Members** have the following responsibilities:

- a) Assist the chairperson in meeting the committee's purpose and charges.
- b) Promote the scholarship/grant application process across the state of Texas.
- c) Be available, if eligible, to serve on the scholarship/grant review subcommittee

III. PROTOCOL/PROCEDURE:

Scholarships are awarded to one or more qualified applicants who are seeking to further their education and focus on the broad scope of emergency nursing. The Texas ENA Board of Directors will determine available funds for the operating budget annually. The Scholarships/Grants Review Sub-Committee will determine the allocation of budget-approved funds for the academic scholarships, DNP projects and PhD/EdD dissertation grants and continuing education (CE)/conference scholarships. Funding academic scholarships, DNP projects and PhD/EdD dissertation grants will take precedence to funding CE conference scholarships. The Texas ENA Treasurer will manage scholarship/grant funds distribution in conjunction with the Scholarships and Grants Committee Chairperson.

1. Academic Scholarships

- a. Academic Scholarships will be awarded annually on a competitive basis to Texas ENA members who are currently enrolled and matriculated in a state approved and nationally accredited (ACEN, or CCNE) professional nursing program leading to an associate degree, baccalaureate, masters, or terminal degree (PhD, EdD, DNP) in nursing or a nursing education field; or enrolled in RN to BSN completion, RN to MSN completion, Paramedic to ADN or BSN completion, or BSN to PhD/EdD or DNP completion nursing program. The institution does not have to be in Texas.
- b. On an annual basis, the Scholarship and Grants Committee will review, revise, and publish eligibility criteria for each scholarship/grant and will conduct a competitive process for awarding scholarships/grants.
- c. Sponsored scholarships/grants may have predetermined criteria and monetary value assigned by the contributor, subject to the approval of the Texas ENA BOD.

d. Types of Scholarships and Grants

i. Undergraduate Academic Scholarships:

Awards in this category will be given to selected applicants as available, seeking:

- 1. Initial Degree in professional nursing
- 2. Undergraduate degree in nursing (ADN or BSN)
- 3. ADN to BSN and Paramedic to RN

ii. **Graduate Academic Scholarships:**

Awards in this category will be given to selected applicants pursuing graduate majors in nursing disciplines within MSN, MS, PhD, DNP, or EdD with a nursing focus advancing emergency nursing.

lii. **DNP Capstone Project or PhD, EdD Dissertation Grant**

Awards in this category will be granted to doctoral students in the final stages of their programs to financially support a PhD/EdD research dissertation or DNP capstone project advancing emergency nursing. Terminal degree dissertations and DNP projects must pertain to an aspect of practice within the scope of emergency care. Doctoral applicants requesting financial support for course tuition or other pre-dissertation or pre-DNP project, should apply via the academic scholarship application.

2. **ENA Annual Education Conference and Other (CE) Conference Scholarships**

- a. The Texas ENA budget allows the Texas ENA Board of Directors to assign available scholarship funds for CE events/conference registration reimbursement for qualified Texas ENA members.
- b. Applications are accepted on a quarterly basis. Preference is given to ENA sponsored CE events/conferences.
- c. The Scholarship Committee will determine and publish eligibility criteria.
- d. ENA Annual Education Conference and Other CE grants are intended for members using personal resources for their conference registration fee. A statement of financial need is required.
- e. ENA Annual Education Meeting Conference registration reimbursement is limited to applicants with three (3) years of continuous membership in ENA. This requirement will be waived for members with one year of continuous ENA membership, who complete service as a Texas ENA delegate to the national General Assembly just prior to the annual meeting.
- f. Other CE Conference scholarships for reimbursement require one (1) year of membership in ENA. Application deadlines are quarterly: March 31, June 30, Sept. 30 and Nov. 15 at noon.
- g. Texas ENA sponsored education events may include:
 - i. TNCC/ENPC
 - ii. TNAC
 - iii. BCEN certification Review Courses:
- h. Reimbursement will be 50% of the basic registration fee.

NOTE: Only one ENA Annual Education Meeting or CE Conference scholarship will be awarded to any member per calendar year. **Reimbursement will be 50% of the basic conference registration fee shown on the uploaded ENA Annual Education Conference or Other CE grant receipt, up to a maximum of \$250.**

3. Scholarship/grant application-eligibility requirements.

All Applicants must:

- a. Be an ENA member with a Texas chapter assignment.
- b. Applicants may attend an academic institution outside of Texas.
- c. Have a cumulative 3.0 Grade Point Average (GPA)
- d. Applicants must attend an ACEN or CCNE accredited nursing program/ institution and must provide verification of the institution's current accreditation.

4. General Application Guidelines (refer to specific application requirements on Kaleidoscope application site www.txena.org/scholarships).

- a. All applications are due by designated date and time posted on the Texas ENA website.
- b. Applicants must submit limited Professional Vitae only as specified in the application guidelines (full curriculum vitae not accepted).
- c. References must be current and specific to the scholarship/grant application.
 - i. Two letters of reference are required, one of which must come from an ENA member.
 - ii. Applicants should choose individuals to write references that are familiar with their work ethic and career plans. Instructors, co-workers or professional colleagues should be considered.
 - iii. Applicants are eligible to re-apply annually regardless of award status, however "named" scholarships may only be given to the same applicant once every four (4) years.
 - iv. Applications will not be reviewed after the deadline.
 - v. Submission of a completed application is considered only after all documents, including certifications/licensure, letters of recommendation, transcripts, and the application itself, have been completed through the Kaleidoscope online system.

IV. Application Review Process

- 1. Applications will be reviewed by the Texas ENA Scholarship/Grant Review Subcommittee including the total points awarded for each section. Only subcommittee members and the Texas ENA Scholarship Administrator may attend this meeting.
- 2. Applicant data is maintained in a secure restricted electronic file and administrated by Kaleidoscope and the Texas ENA Scholarship Program Administrator.

3. Academic Scholarship and DNP capstone Project, PhD/EdD dissertation grant applicants will have specific key elements evaluated by the committee. Each application clearly defines those key elements and word limits.
4. Reference letters submitted in support of the applicant are required. One letter must be from an ENA member. The second letter of recommendation should come from a colleague.
5. Overall presentation of the application should include the application's readability, coherence between sections, consistency between the goal statement and professional activity as well as spelling, syntax, grammar of all narrative portions of the application.