



## **National Association of Deans and Directors of Schools of Social Work**

### **Development Fund**

#### **Purpose**

The mission of the National Association of Deans and Directors of Schools of Social Work (NADD), as defined by its by-laws, is to “advance the excellence and interest of social work education.” The Development Fund, allocated from annual membership dues, supports member initiatives and interests that further this mission and relate to the NADD Strategic Plan.

Completed projects that are funded through this initiative will provide the NADD membership with additional information, insight, and ideas about social work education and leadership. All NADD members in good standing are invited to submit proposals.

Previous funded projects have included: a conference of women deans to explore gender issues and management challenges; a research project on distributed and technology enhanced learning; a videotaping project; a university-community research partnership; and the National Committee for Educating Students to Influence State Policy and Legislation. As additional projects are funded, final reports will be linked here for review by the membership.

#### **Procedures**

##### **Proposal Development & Submission:**

A proposal must be submitted by a NADD member in good standing within the association. The completed proposal will be submitted to the NADD President one month prior to the Fall NADD meeting. The exact proposal deadline will be listed on the NADD website, and proposals must be submitted in entirety by the deadline for consideration.

A proposal should not exceed page five single typed pages in length. Each proposal should include the following sections:

1. **Purpose and Goals.** Description of the relevance of the project, goals, and intended outcomes of the project.
2. **Connection to NADD Strategic Plan.** The Strategic Plan includes four sections. Listed below is a summary of Strategic Plan goals which are modified slightly to

allow for creativity in the proposed projects; however, please review the entire [Strategic Plan](#) as well. Identify and discuss how the project fits with one or more goals of the Strategic Plan.

Goal 1: Social work leadership

Goal 2: Collaboration with other organizations within social work and other related organizations

Goal 3: Transitional issues related to social work administration and leadership

Goal 4: Sustainability which also includes innovation of ideas and processes to continue the relevance of NADD and the social work profession

3. **Budget.** Include a proposed budget and budget justification. Identify any matching funds, or other funding sources that support the project.
4. **Project Implementation.** Describe how the project will be implemented. Include an estimate of a time line for completing the various components of the project.
5. **Dissemination.** Dissemination to the NADD membership through a presentation and final report is required. Discuss other dissemination strategies and outlets.

### **Review Process & Awards**

When funds permit, NADD will set aside up to \$15,000.00 per year from annual membership dues to fund proposals. This amount may fund one or more proposals per year, depending on the number and quality of submissions. The Board of Directors may also allocate a portion of these funds for NADD partnership projects.

Decisions about allocation of funds for proposed projects are based upon the following principles:

- *Transparency* in submission, review and reporting processes
- *Equity* in decisions related to funding
- *Accountability* in sharing results and outcomes with the NADD membership
- *Innovation* for social work education and leadership
- *Outcomes* are relevant for social work education and leadership, and relate to the NADD Strategic Plan

The proposals will be reviewed by the NADD Executive Committee, plus one Board member who is appointed by the President. This committee reviews proposals and makes recommendations to the full NADD Board. Awards will be announced at the fall meeting of the association. Funds will be transferred to the institutions of the award recipients after the meeting.

### **Review Criteria**

Each project proposal is evaluated on its own merits based on the following criteria:

1. Degree to which the proposed project addresses the mission of the association and goals outlined in the [NADD Strategic Plan](#).
2. Clarity and feasibility of the project goals and objectives.

3. Identification of the project director and others involved in implementing the project.
4. Clarity of the project description related to the implementation plan.
5. Appropriateness of the proposed budget.
6. Identification of proposed matching funds, if deemed necessary for project implementation.
7. Appropriateness and quality of the plan for reporting project outcomes.
8. Plans for the dissemination of knowledge gained from the project.
9. Adherence to the five page limit.

### **Project Completion**

The project must be completed by September 1 of the year following the award. By that date, all funds must be expended or returned to NADD. The following are *required* of all award recipients:

1. Written report that is submitted to the NADD President one month prior to the fall meeting the year after the award was received. The report will be reviewed by the President and the Board. Additionally, reports will be archived on the NADD website for review by the membership. The report will contain the following sections:
  - a. Statement of the relevance of the project and the link to the NADD Strategic Plan.
  - b. Summary of the project that was undertaken, including the various components and activities.
  - c. Project outcome or results, and relevance for social work education and leadership
  - d. Implications for further projects, research, or policy
2. Presentation of the project to the NADD membership. At the Spring NADD conference, time will be allocated to have the award recipient provide a brief summary of the project as part of the membership meeting. In this way, NADD members have a greater understanding about the projects that are funded through the organization and the implications for social work education and leadership.

Award recipients may choose to disseminate the findings from their project through other venues (e.g., reports, conference presentations, and peer-reviewed publications). In these cases, acknowledgement of NADD funding will be included. If possible, a copy of this material should also be made available to load on the NADD website for availability to the membership.

*(This policy was approved by the Board of Directors, November 7, 2012)*