



# BEST PRACTICES GRANT

## Purpose

The North Carolina Career Development Association (NCCDA) offers Best Practices Grants to support the development of new career-related programs, research, or practices in North Carolina. Grants of up to \$1,000 will be awarded annually to help finance innovation in the area of career development. In recent years, grants have been awarded to programs such as:

- Expanding Resources for Future Higher Education Professionals
- industry Road Trip
- Issuance of Tablet Devices to Career Counseling Students in Internship
- Identifying the Self Perceived Career Development Needs of College Students with Autism Spectrum Disorder

## Best Practices Grant Overview

**Amount:** Up to \$1,000, based on need, merit and availability of funds.

**Due Date:** Received by email no later than 11:59pm on September 28, 2018.

**Eligibility:** Applicants must be residents of North Carolina or students in a North Carolina Post-Secondary Institution. Applicants must be members of the North Carolina Career Development Association or submit a membership application and annual dues to the association with the best practices grant application.

## Criteria for awarding funds

- Purpose of the study/program relates to the mission of NCCDA.
- Program or research is original in the field of career development, or would be a new addition to your workplace that would significantly improve the service you deliver.
- Application is well-written, clearly evidencing how this would enhance the field of career development or your service delivery.

## Recipient Expectations

- Facilitate the transfer of funds from NCCDA to your organization.
- Spend the funds in a manner that adheres strictly to the budget outlined in the grant, conferring with the Best Practices Grant Chair if any changes in expenditures become necessary.
- Provide receipts to the Best Practices Grant Chair as expenses are incurred.
- Facilitate the return of any unused funds to NCCDA.
- Attend the conference that follows the year in which your Grant was funded to provide an update to the members on your project or research.

## Questions

Contact Christy Dunston, NCCDA Best Practices Grants Chair, at [nccdamembers@gmail.com](mailto:nccdamembers@gmail.com)



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**2018-2019 Submission form**  
**Deadline: September 28, 2018**

Submit to Christy Dunston at [nccdamembers@gmail.com](mailto:nccdamembers@gmail.com) with a subject line noting this application.

Name:	Title:
Institution	Status (staff, student, faculty):
Phone:	Email:
Are you a current member of NCCDA?	
Project title:	

- 1. Purpose and significance of the project/innovation (Limit 300 words)**
- 2. Statement of how this would benefit NC citizens or students in their career development (Limit 250 words)**
- 3. Procedure for implementation**
- 4. Timeline**
- 5. Itemized Budget**

Additional required items if submitting for research support:

- Statement of Hypothesis
- Research Method: Subjects, Instruments, and Materials
- Research Design and Procedure
- Bibliography of Literature Reviewed

Additional required items if submitting for program/project support:

- Staff/personnel involved in implementation
- Proof of program approval, if needed from institution
- Brief review of whether/how other institutions have used similar programs and their effectiveness

Additional required attachments for all submissions:

- Current Resume or CV
- Proof of 2018-2019 membership to NCCDA
- A letter of recommendation from a person familiar with your work.

***Note that fall 2018 recipients will be expected to attend the fall 2019 conference to provide a project update/results.***