



**Request for Applications
Nurse Expansion Appropriation
Fiscal Year 2023 Application
Guidance & Template**

Pursuant to Laws 2022, Chapter 54 of the 55th Legislative Session, General Appropriations Act – HB2 Section 5, the New Mexico Higher Education Department (NMHED) is requesting applications for funding activities expanding enrollment in and graduation from nursing programs at public higher education institutions.

Complete applications are due to the Department on or before June 15, 2022. Please note, applications for funding to support endowed faculty positions in nursing are to be submitted separately. Please refer to the “Endowed Positions in Educator Preparation, Social Work, and Nursing” request for applications.

The Department requests that applicant public higher education institutions complete the following template and remit to NMHED via email to the following contact:

New Mexico Higher Education Department

C/O Dr. Harrison Rommel, Director, Institutional Finance Division

2044 Galisteo Street, Suite 4

Santa Fe, NM 87505

Harrison.Rommel@state.nm.us

and

Brittany.Gutierrez@state.nm.us

The Department’s award process involves the review and ranking of proposals submitted by public higher education institutions in New Mexico. The NMHED Institutional Finance Division is tasked with ensuring all distributions are expended for allowable activities.

This cycle is for expenditures and activities in Fiscal Year 2023 (FY23). Any funding requests for FY24 should be submitted to NMHED by September 15, 2022, and incorporated into Research and Public Service Project (RPSP) submissions for nurse expansion funding.

The total amount available for FY23 is \$15 million. Institutional requests may not exceed \$1.5 million per program, per campus. Consortium requests (e.g., multiple higher education

Section I: Applicant Summary

Please complete the following sections. Use additional space and/or attach supplemental documentation as required.

- A. Higher Education Institution name and primary contact information and title for person(s) regarding activities supported by this funding cycle:

Higher Education Institution: Santa Fe Community College
Full Name: Terri Tewart
Title: Dean School of Sciences, Health, Engineering and Math
Telephone: 505-428-1836
Email: terri.tewart@sfcc.edu

- B. Project Abstract:

Santa Fe Community College Department of Nursing Education (DNE) prepares nursing students to succeed in becoming professional Registered Nurses. The DNE strives to serve the health care community and the people of New Mexico through its commitment to excellent nursing education and caring nursing practice. The nursing program prepares students from diverse backgrounds to productively contribute to their profession and society. One large component of nursing education is exposure to clinical settings and scenarios. Clinical placement is a barrier to admitting additional students to our program. The New Mexico Board of Nursing allows for up to 50% of a program's clinical experience to come from a simulated environment. By utilizing our Medical Simulation Lab, we can increase the number of clinical experiences without requiring an increase in clinical opportunities in the community. Upgrading, staffing and accrediting the simulation lab will provide the opportunity to increase the number of accepted applicants each semester from 24 to 32 initially and eventually 40 each spring and fall semester. Our proposal includes a simulation staff member dedicated to offering experiences on evenings and weekends.

We are also proposing supporting our nursing student population with a peer-mentoring program, dedicated NCLEX review courses, faculty development and training, and testing software. Each component will be built to support student and faculty success.

- C. Please describe in detail proposed activities that will be accomplished with non-recurring funds from the Nurse Expansion appropriation (see **APPENDIX** for allowable costs):

1. Upgrade simulation laboratory equipment
2. Support accreditation of simulation lab
3. Train and support faculty through professional development
4. Develop and implement a peer mentoring program
5. Purchase NCLEX review courses for graduates
6. Purchase testing software for the entire nursing program

Section II: Budget Summary

Please complete the following budget activity table. The Department may request supplemental documentation at any time prior to or after award disbursement. Details of expenditures by category should be noted in the proposed activities above. Awardees will submit additional budget detail in the format outlined by Research and Public Service Project (RPSP) submissions.

A. Requested Amount of funds from the FY23 Appropriation Cycle:	\$1,500,000.00
B. Proposed amount of non-recurring funding:	\$1,400,000.00
C. Proposed amount of recurring funding:	\$100,000.00
D. Budget Detail (as applicable) by Category ---	
Expenses From (Date):	July 1, 2022
To (Date):	June 30, 2023
1.) Salary and Benefits:	\$100,000.00
2.) Contractual Services:	
3.) Equipment:	\$1,000,000.00
4.) Supplies:	\$10,000.00
5.) Travel:	\$25,000.00
6.) Administrative and Other Costs:	\$365,000.00
7.) Other (Please describe in detail):	
8.) TOTAL:	\$1,500,000.00

If necessary, please add additional comments on the budget proposal below:

Dean School of Sciences, Health, Engineering and Math
Title and Department

Santa Fe Community College
Higher Education Institution

II. Carryover Funds (funds not expended within the fiscal year of the original appropriation):

In addition to the activities listed above, use of carryover funds may be used to support student scholarships. Again, the principle of “supplement, not supplant” shall be used. The Department recommends that scholarships supported by **Nurse Expansion** funds should supplement and not supplant other aid; and preference be given to students that declare intent to practice as a nurse educator. The following are proposed guidelines for the distribution of nurse expansion funds as scholarships for future nurse educators:

- A. Every award shall be evidenced by a contract between the higher education institution and the student. The contract shall provide for the payment by the state of a stated sum to the student and shall state the obligations of the nurse educator under the program, including a specified minimum period of service as a nurse educator.
- B. Nurse educators who serve a complete year shall receive credit for one year for the purpose of calculating any loan repayment award amounts. The minimum loan repayment award amount to be paid for each year completed shall be subject to approval by the Department.
- C. The contract between the nurse educator and the college or department shall provide that, if the recipient does not comply with the terms of the contract, they shall reimburse the college or department for all payments made on the student's behalf, unless the higher education institution finds acceptable extenuating circumstances for why the nurse educator cannot serve or comply with the terms of the contract.
- D. The higher education institution shall report to NMHED on: the amount of funds used for tuition scholarships; the number of scholarships awarded; and the degree or credential sought for each student supported by the tuition scholarship.

This list is not intended to be comprehensive or limiting, as there may be other activities or expenses that would constitute a reasonable use of **Nurse Expansion** funds. Other proposed expenses that do not fall within the categories described above should be submitted to the Department for approval by the Higher Education Cabinet Secretary.