

Evidence-Based Practice

Project Grant Application

2024-2025

**Grant Deadlines:**

First Proposal Submission (Optional)

 For Review and Research Committee Feedback:

August 31, 2024

Final Proposal Submission:

November 15, 2024

***Note: A five-day grant extension may be provided at the discretion of the Research Committee. Extension requests must be received one week prior to the November 15th deadline for consideration.***

**Visit annanurse.org/research-grants for more information**

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2024-25

General Information

# **Purpose**

# To fund qualified nephrology nurses’ work to translate research into practice in support of developing evidence-based nephrology nursing practice and demonstrating the value of nephrology nursing in improving patient outcomes.

# **Project Types Eligible for Funding\***

# **Practice Grant:** funding for evidence–based practice or quality improvement projects.

# **Integration:** adoption of a practice change based on evidence. This involves changing both individual and organizational practices through formal and informal channels. Examples include implementation of a clinical pathway based on evidence found in the literature, use of an evidence-based algorithm found in the literature.

# **Evaluation:** evaluation of an EBP project already implemented in the clinical setting.

# **Other projects:** Examples include staff development programs on topics such as evidence-based practice, learning to evaluate the research literature, how to effectively conduct a literature search, development of patient teaching materials that are evidence-based, and implementation of a journal club to introduce EBP. Consult with the Research Committee to determine appropriateness of other project ideas.

# \*Project categories are based on the ACE Star Model of Knowledge Transformation. The complete reference appears at the end of the grant application.

# **Selection of Recipient**

1. The Research Committee will review and score the proposals for scientific merit and feasibility based on the criteria stated below.
2. ANNA will award funding based on established research and clinical practice priorities and availability of funds.

Award Amount

Three (3) ANNA grants up to $5,000 per proposal will be awarded each year at the National Symposium by the Research Committee Chair.

# **Eligibility Requirement**

1. Candidates must apply for the grants.
2. The principal investigator must be an ANNA member for one (1) year prior to applying for the research grant and remain a full member of ANNA for the duration of the research project. If two (2) or more individuals are applying as co-investigators, all must be members of ANNA for the duration of the research project with at least one (1) of the co-investigators being a full member, and others being either full or associate members.
3. Actively involved in nephrology nursing related health care services.
4. The principal or co-principal investigator(s) who are full members of ANNA must share equal responsibility with all other co-investigators for the conceptualization and implementation of the proposed research project.
5. The principal or co-principal investigator(s) who are full members of ANNA must provide evidence of his/her/their experience and credentials demonstrating the ability to complete the evidence-based practice project and commitment to nephrology nursing.
6. Applicants are encouraged to contact a member of the ANNA Research Committee to discuss ideas and use the assistance of the committee to connect them with appropriate mentors, if the committee member determines this is needed.
7. Eligible projects must be focused on the development of an evidence base for nephrology nursing and relevant to nephrology nursing practice, using the ANNA *Nephrology Nursing Scope and Standards of Practice* (2022) as a guide.
8. The project may be a new endeavor or one already in progress.
9. Other funding sources must be disclosed.
10. A separate proposal submitted under a different principal investigator or a different project title for the same study will not be eligible to receive a grant through this or any other ANNA sponsored research program.
11. The proposal must address the following:
	1. Problem statement defining the clinical problem and why is this important to nephrology nursing.
	2. Evidence that supports use of the intervention that will address the clinical problem.
	3. Project description: population, steps that will be taken to complete the project.
	4. Evaluation of project outcomes.
	5. Relationship to the *Nephrology Nursing Scope and Standards of Practice*.
	6. Feasibility and likelihood of successful completion.
	7. A detailed budget for the proposed project should be outlined including costs that exceed the grant amount. While indirect costs may be included in the budget, ANNA does not fund indirect costs.
12. The ANNA Board of Directors reserves the right to make the final decision on all grant monies awarded.

# **Expectations of the Recipient**

1. Recipient will sign a Grant Recipient Agreement Form prior to ANNA’s distribution of the first payment of 50% of the awarded amount. 25% of the balance of the grant monies will be distributed upon satisfactory submission of the third quarterly progress report (February 1). The balance of the grant, i.e., the final 25%, will be distributed upon successful completion of the project and submission of the final financial reconciliation of project expenditures. All funds will be payable and sent to the institution that is managing and/or overseeing the research project of the recipient.
2. Recipient will submit quarterly reports to the Research Committee Chair (c/o ANNA National Office) on August 1, November 1, February 1, and May 1 regarding the progress of the research until the project is successfully completed.
3. Any adverse event must be reported immediately to the Research Committee Chair and the Educational Services & Project Specialist at the ANNA National Office.
4. The ANNA National Office is responsible to immediately report any adverse event to the Research Committee Board of Director Liaison and the National President.
5. Funds must be used to cover expenses incurred in conducting the research. These expenses may include, but not necessarily be limited to, researcher’s salary, research assistance, secretarial support, equipment/supplies, consultative assistance, and publication costs. Indirect costs for conducting the research will not be funded.
6. Recipient, upon completion of the project, will submit a final financial reconciliation showing all project expenditures since the beginning of the awarded grant monies. Expenses greater than $100.00 will be accompanied by documentation (receipts or paid invoices).
7. The project is expected to be completed within twelve (12) months of the first (1st) disbursement of funds; should more time be needed, a formal request must be submitted to the Research Committee Chair prior to completion of the twelve (12) month period.
8. Recipient will share results of the research project with nephrology nurses by:
	1. Submitting a paper for possible publication in the *Nephrology Nursing Journal.*
	2. Submitting a possible abstract or proposal for possible formal presentation of the research findings at the National Symposium. Abstract or proposal must be submitted according to schedule provided by the Research Committee.
		1. ANNA will provide complimentary registration to the National Symposium at which the findings are accepted to be presented.
		2. (2) In addition to the grant amount, ANNA will reimburse up to $500 in travel costs for presentation of the completed research at the National Symposium.
	3. The ANNA Board of Directors reserves the right of first refusal for publication and presentation.
9. Any publication of the study findings must include the following statements:
	1. "This study was supported by a grant made available by the American Nephrology Nurses Association.”
	2. “Findings of the study do not necessarily reflect the opinions of ANNA. The views expressed herein are those of the author, and no official endorsement by ANNA is intended or should be inferred."

Evidence-Based Practice Grant Application

2024-25

**Instructions for Grant Submission**

# **General Instructions**

Applications for Evidence-Based Practice Project Grants are accepted on an ongoing basis by ANNA. Monies are awarded by the Board of Directors based on available resources and in accordance with the Board's current research and clinical practice priorities. All applications are screened by the Research Committee for soundness of methodology, as well as relevance to nephrology nursing practice.

Complete the entire application. Any application that is not completed in its entirety will not be reviewed and will be ineligible for funding Proposals must be typed in 12-point Times New Roman, double-spaced with 1" margins, on 8.5"x11" paper. Submit application in the following order:

* 1. Cover Letter
	2. ANNA Evidence-Based Practice Project Grant Application Checklist
	3. ANNA Evidence-Based Practice Project Grant Application Cover Sheet
	4. ANNA Evidence-Based Practice Project Grant Application Co-Investigator Consultant / Collaborator Sheet
	5. Budget and budget justification
	6. ANNA Grant Application Checklist to verify that all items requested are included in the application
	7. Abstract
	8. Research or Project Plan
	9. Timeline for research/project completion
	10. References
	11. Appendices
	12. Curriculum Vitae or Resume
	13. Personal Research Articles (if available)
	14. 8 x 10 professional headshot

# **Submission Procedure**

Project proposals should be submitted by email to the ANNA National Office at the following email address: [arhlene.delfin@annanurse.org](file:///%5C%5CEgnyteDrive%5Cajj%5CShared%5CANNA%5CCommittees%5CResearch%5C2021-2022%5CApplications%5Cjennifer.carroll%40annanurse.org). The proposal will then be forwarded to the appropriate reviewers. Please request a delivery receipt; if you do not receive a receipt of delivery in three days, contact the National Office immediately. If you are having difficulty emailing the proposal, please contact the ANNA National Office at 888-600-2662.

**Deadlines**

The following is a schedule for consideration of applications:

**First Proposals:**

**Applications e-mailed by: August 31, 2024.** Request a delivery receipt when you email the proposal.

This submission date applies if you would like the Research Committee to review your proposal prior to the final submission deadline of November 15.(Review by the Research Committee does not guarantee acceptance of the proposal for the grant monies).

**Committee Feedback by: September 30, 2024.**

**Final Proposals:**

**Applications e-mailed by: November 15, 2024.** Request a delivery receipt when you email the proposal.

**Award Notification:**

**Notification of award will be made by: February 15, 2025.**

Grant recipients will also be announced at the 2025 National Symposium held in Portland, OR, May 1-4.

# **For all proposals include the following:**

# **Cover Letter:** Include the following in the cover letter:

* 1. Brief summary of the proposal including type of project proposed
	2. Evidence of eligibility for all grant applicants
	3. Identify other sources from which funds have been requested. If a decision regarding funding has been made, include the monetary amount and period of funding
1. **Cover Sheets:** Complete and sign the cover sheet (form appears below).
2. **Budget:** Complete the budget sheet (see attached), providing justification for any item greater than $500.00. Money may be used to cover expenses incurred in conducting the project and may be requested for, but not limited to, investigator/project manager salary, research assistance, secretarial support, equipment/supplies, data entry, and consultants. The budget request should not exceed $5,000.00. If additional funding is needed to complete the study, indicate source of funding and address the contingencies for failure to receive additional funding.
3. **ANNA Evidence-Based Practice Project Grant Application Checklist:** Verifies that the applicant has reviewed the application and included all materials requested.
4. **Abstract** (Limit to 250 words): Briefly describe the problem, purpose, overall aims, methodology, and significance of the project for nephrology nursing practice.
5. **Project Plan:** See instructions below.
6. **Project Timeline:** Includes dates for anticipated completion of major components of the project as well as completion of entire project.
7. **References:** References should follow APA (7th ed.) format.
8. **Appendices:** Appendices should follow APA (7th ed.) format. Examples of documents to include in appendices: participant consent form, data collection instruments, format for reviewing articles for a literature review, topical outline for staff development classes.
9. **Curriculum Vitae or Resume:** Include a CV or resume for the principal investigator/project manager and all co-investigators, collaborators, and consultants.

Project Proposals Must Include the Following:

**Project Plan** (Do not exceed 12 double-spaced pages for this section)

1. **Problem Statement:** State the problem to be investigated and why the project is important. Is it a problem that can be addressed by nurses?
2. **Questions to be Addressed:** PICO statement to be addressed by the study.
3. **Project Objectives:** Include short-term and long-term aims or objectives of the proposal.
[One-two pages is (are) recommended for Items 1-3]
4. **Background and Significance/Literature Review:** Include a literature review that critically evaluates existing knowledge related to the topic of study and specifically identify the gaps that the project is intended to fill. Briefly describe the theoretical (conceptual) framework for the study. Explain the importance of the proposed work and discuss how it will add to the current knowledge base. (2-3 pages are recommended for this item.)
5. **Preliminary Studies:** Briefly describe any preliminary studies that you may have participated in (whether as principal or co-investigator) that are pertinent to this proposal.
6. **Design and Methods:** Describe the project design and procedures to be used to accomplish the project objectives including:
	1. Sample: number and rationale for sample size. Identify inclusion/exclusion criteria and the method of recruitment
	2. Key concepts and study variables
	3. Measurement tools (include copies in the appendix)
	4. Reliability and validity of measurement tools used in quantitative studies and approaches to enhance the trustworthiness for qualitative studies
	5. Data collection procedures
	6. Data analysis procedures
	7. Data management procedures including storage and access to data
	8. Study feasibility including potential limitations and difficulties that may be encountered
	9. Timeline
7. **Human Subjects:** If human subjects will be used in any part of the proposed study, provide evidence that approval has been obtained from a university, a medical center, or a medical/nursing director. Researchers must have completed the certification for protection of human participants (<http://phrp.nihtraining.com>). ANNA requires a consent form for all nursing research unless a waiver of consent is granted by the applicable university or medical center. Enclose a copy of the consent form that will be used in this study in the appendix. If approval has not been obtained, provide evidence of submission for approval. Funds will be held until approval has been obtained.

All Other EBP Project Proposals Must Include the Following:

**Project Proposal** (Do not exceed 12 double-spaced pages for this section)

Note: Projects in this category may vary widely. Consequently, the guidelines provided below are general. In writing this section, provide as much detail as possible to give reviewers a clear picture of the proposed project.

1. **Type of Project Proposed:** List the type of project proposed, for example: evidence summary, implementation of a new evidence-based procedure, development of an evidence-based care pathway, or quality improvement projects.
2. **Problem or clinical focus to be addressed by the project**
3. **Purpose and goals of the project**
4. **Background and significance of the project:** Include a literature review to provide justification for the project. Indicate how the project incorporates scientific evidence and how it will advance the practice of nephrology nursing and affect patient outcomes.
5. **Detailed description of the proposed project and steps for implementation:** Include a discussion of the feasibility of the project.
6. **Facilitators and barriers to project completion:** Discuss the factors that facilitate success of the project as well as anticipated barriers. Discuss how barriers will be addressed.
7. **Evaluation Plan:** Describe the plan for evaluating the project including outcomes to be assessed, timelines for the evaluation and strategies for analyzing the evaluation data collected.
8. **Dissemination:** Discuss the approach(es) that will be used to share the results of the project with relevant audiences.

Evidence-Based Practice Grant

 **Cover Sheet**

|  |  |
| --- | --- |
| Title of Proposal: |       |
| Dates of Project: From:       To:       | Type of Project:Original research [ ] Clinical practice guideline, clinical pathway, protocol, algorithm etc. [ ] Implementation of practice change [ ] Evaluation of a practice change [ ] Other       |
| Principal Investigator/ Project Manager:  |       | Credentials: |       |
| Home Address: |       |
|  |       |
| Employer: |       |
| Work Address: |       |
|  |       |
| Work Telephone: |       |
| Preferred Mailing Address: [ ]  Home [ ]  Work | Email: |       |
| ANNA Membership Number/ Expiration Date: |       |
| RN License Number and State: |       |
| Institution(s) and address(es) where research will be conducted: |
| 1. |       |
| 2. |       |
| 3. |       |
| Is this project being used to fulfill any part of a requirement for completion of a degree program (BS, MS, DNSc, PhD)? [ ]  YES [ ]  NO |
| Has other funding for this project been sought or received? [ ]  YES [ ]  NO |
| If ‘Yes’, specify the funding agency, the monetary amount received or to be received, and the period of funding: |
|       |
|       |
| **I, the undersigned, certify that the statement in this proposal are true and complete to the best of my knowledge and accept the obligation to comply with the terms and conditions of any grant awarded by the American Nephrology Nurses Association.** |
|       |       |
| Signed (Principal Investigator/Project Manager) | Date |

|  |
| --- |
| **Complete one sheet for each co-investigator and provide (on a separate sheet behind this one)this individual’s contribution and how this fits with his/her expertise and facilitates completion of the research project**  |
| Co-Investigator: |       | Credentials: |       |
| Home Address: |       |
|  |       |
| Home Phone: |       |
| Employer: |  | Job Title: |       |
| Work Address: |       |
|  |       |
| Work Phone: |       |
| ANNA Membership Number/Expiration Date (if applicable): |       |
| RN License Number and State (if applicable): |       |
|  |  |
|  |
| **Complete one sheet for each consultant/collaborator and provide (on a separate sheet behind this one) this individual’s contribution and how this fits with his/her expertise and facilitates completion of the research project.** |
| Name: |       | Credentials: |       |
| Role on Project: |       |
| Employer: |       | Job Title: |       |
| Work Address: |       |
|  |       |
| Work Phone: |       |
| ANNA Membership Number/Expiration Date (if applicable): |       |
| RN License Number and State (if applicable): |       |
|  |  |

Budget Sheet

|  |
| --- |
| \* All items requested must be explained in detail on a separate sheet behind this one. |
| Personnel: |
| Investigator’s Salary/Stipend: |       |
| Research Assistants: |       |
| Consultants: |       |
| Other (please specify): |       |
| **Total Personnel: $** |       |
| **Supplies:** |
|       |
|       |
| **Total Supplies: $** |       |
| **Equipment:** |
|       |
|       |
| **Total Equipment: $** |       |
| **Travel (include travel related to conduct research, not presentation of research):** |
|       |
|       |
| **Total Travel: $** |       |
| **Other Expenses Excluding Indirect Costs:** |
| **ANNA will reimburse up to $500 in travel costs for oral presentation of the completed research at the National Symposium. Do not include this $500 in your grant amount.** |
|       |
| **Total of Other Expenses Excluding Indirect Costs: $** |       |
| **TOTAL AMOUNT: $** |       |

|  |
| --- |
| \* All items requested must be explained in detail on a separate sheet behind this one. |
| Personnel: |
| Investigator’s Salary/Stipend: |       |
| Research Assistants: |       |
| Consultants: |       |
| Other (please specify): |       |
| **Total Personnel: $** |       |
| **Supplies:** |
|       |
|       |
| **Total Supplies: $** |       |
| **Equipment:** |
|       |
|       |
| **Total Equipment: $** |       |
| **Travel (include travel related to conduct research, not presentation of research):** |
|       |
|       |
| **Total Travel: $** |       |
| **Other Expenses Excluding Indirect Costs:** |
| **ANNA will reimburse up to $500 in travel costs for oral presentation of the completed research at the National Symposium. Do not include this $500 in your grant amount.** |
|       |
| **Total of Other Expenses Excluding Indirect Costs: $** |       |
| **TOTAL AMOUNT: $** |       |

Evidence-Based Practice Project Research Grant Checklist

**After using this checklist to assure that all criteria have been met**

**when submitting your application, please place it**

**(with your checks) after the budget sheet.**

An application that is not completed in its entirety will be ineligible for funding. Be sure all instructions are followed when completing application.

**Introduction**

**Cover letter**

**[ ]** Includes a brief summary of the project

[ ]  Indicates how applicant(s) meet the eligibility criteria.

[ ]  Identifies other funding sources for which funds for this project have been requested.

[ ]  Specifies whether or not a decision regarding funding has been made and, if favorable, the monetary amount and period of funding.

**Cover sheet**

**[ ]** Completed

**Abstract (limited to 250 words)**

**[ ]** Problem statement

[ ]  Purpose

[ ]  Overall aims

[ ]  Methodology

**Project Plan (for research proposals)**

**Problem Statement / Significance of Project**

**[ ]** Is the problem stated and does this study address an important problem that nurses can address?

**Project Objectives**

[ ]  The project objectives to be addressed are delineated

[ ]  Short and long-term objectives are stated

[ ]  An anticipated timetable for achievement of the aims or objectives is provided

[ ]  Appropriate and logical consistency exists between title, purpose, PICO, and aims

**Literature Review/Theoretical/Conceptual Framework**

[ ]  Existing knowledge is critically evaluated

[ ]  Relationships identified among major areas in the literature

[ ]  Gaps the project is intended to fill are identified

[ ]  Literature has been analyzed well

[ ]  Conceptual framework provided for evidence-based projects

[ ]  Potential contribution to nephrology nursing knowledge either in terms of new knowledge, expansion of knowledge in another population, or confirmation of previous findings is identified

**Research Design and Methods**

**Subjects**

**[ ]** Sampling frame/sample size identified

[ ]  Sampling procedure/rationale described

[ ]  Justification for the sample size and sampling plan

**Data collection**

**[ ]** Appropriateness of design

**For quantitative studies include**

**[ ]** Description of key variables

[ ]  Methods of measurement:

1. Reliability
2. Validity

 [ ]  Understanding of the principles of the measurements and their limitations

 **Apparatus/Instruments**

 **[ ]** Description of instruments

 [ ]  Appropriateness of instruments

 [ ]  Psychometric/Biometric considerations or consultations

 [ ]  Copy of instrument in Appendix

 **For qualitative studies include**

 [ ]  Description of data sources and methods for data collection

 [ ]  Copy of interview guide if available

 [ ]  Strategies for enhancing data quality e.g., prolonged engagement, persistent observation

**Procedures**

**[ ]** Choice of procedures (how data will be collected)

[ ]  Feasibility of procedures (If a question of feasibility, information has been presented that will convince the reviewers that the studies will be completed and valid

[ ]  Procedures will generate data needed

[ ]  Process for orienting appropriate personnel (including data collectors) to the study

[ ]  Project Protocol

[ ]  Detailed timetable with information from the beginning to the completion of the project included/proposed project can be carried out within the support period

[ ]  Description of study limitations

**Data Analysis**

**[ ]** Dataanalysis plan

[ ]  Data management procedures identified (storage of data and who will have access)

[ ]  Statistical procedures are appropriate and described in sufficient detail (quantitative research)

[ ]  Data analysis techniques (qualitative) are well described and consistent with the methodology

 **Human Subject Considerations**

**[ ]**  Process for protection of human subjects and data files has been identified

[ ]  Human subjects and approval have been obtained and in appendix. (If approval has not been obtained, evidence is provided of submission for approval)

[ ]  Written permission from all necessary administrative parties (hospital, clinic, dialysis unit) located in appendix

[ ]  Informed consent document is located in appendix

[ ]  Proof researcher has completed the certification on protection of human participants

**Other EBP Projects**

[ ]  **Problem or clinical focus to be addressed by the project**

Problem or clinical focus of the project clearly stated

 Problem is significant for the practice of nephrology nursing

[ ]  **Purpose and goals of the project**

Purpose and goals of the project are clearly stated

 Goals are realistic within the time frame of the project

[ ]  **Background and significance of the project**

Relevant literature is included to support and justify the project

 Literature has been critically analyzed

Potential contribution to nephrology nursing practice and patient outcomes is clearly stated

[ ]  **Detailed description of proposed project and steps for implementation**

Proposal provides a clear, step-by-step plan for implementation of the project

 Project as described is feasible

Project is supported by the institution where the project will be implemented

[ ]  **Facilitators and barriers to project completion**

Factors that will facilitate completion of the project are included

 Anticipated barriers to project completion are discussed

 Methods for handling potential barriers are realistic

[ ]  **Evaluation Plan**

Plan for evaluating the effectiveness of the project

 Outcomes to be assessed

 Timelines for the evaluation

 Strategies for analyzing the evaluation data collected

[ ]  **Dissemination**

Approach(es) that will be used to share the results of the project

**References**

**[ ]** APA (7th ed.) format followed

[ ]  Relevant and current literature is cited

**Budget**

**[ ]** Budget sheet completed

**[ ]** Justification provided for any item greater than $500.00

[ ]  If additional funding is needed to complete the study, budget sheet indicates where funding will come from

[ ]  Contingencies for failure to receive additional funding is addressed (if applicable)

**Curriculum Vitae or Resume**

**[ ]** CV or resume provided for the principal investigator and all co-investigators, collaborators, and consultants

**Picture**

**[ ]** 8x10 Professional Headshot

**Approval**

**[ ]** Proof of approval if applicable

Please place this Checklist behind your Budget Sheet in your Grant Application Packet for submission!

References that may be of assistance with proposal development:

Levin, R. F., & Feldman, H. R. (2006), *Teaching evidence-based practice in nursing.*

New York: Springer Publishing Company.

Melnyk, B. M., & Fineout-Overholt, E. (2005). *Evidence-based practice in nursing and healthcare. A guide to best practice.* New York: Lippincott Williams & Wilkins.

Stevens, K. R. (2004). *ACE Star Model of EBP: Knowledge transformation.* Academic Center for Evidence-Based Practice. The University of Texas Health Center at San Antonio.[www.acestar.uthsca.edu](http://www.acestar.uthsca.edu).