

[separesearch@sepa-aacn.org](mailto:separesearch@sepa-aacn.org)

**CRITICAL CARE RESEARCH GRANT**

**General Requirements**

1. General Information
2. Completed applications are due by November 1st
3. The purpose of this grant is to award money for small projects that directly benefit critical care patients and/or families
4. The proposed project may be used to meet the requirement(s) of an academic degree
5. The proposed project may be in progress
6. The topic must have relevance to critical care nursing practice and should address one of AACN’s research priorities:
   * 1. Effective and appropriate use of technology to achieve optimal patient assessment, management, and/or outcomes
     2. Creating a healing, humane environment
     3. Processes and systems that foster the optimal contribution of critical care nurses
     4. Effective approaches to symptom management
     5. Prevention and management of complications
7. If the critical care research project is not completed, funding must be returned to the SePA Chapter; additionally, all unspent funds must be returned to the SePA Chapter
8. Guidelines for Writing Proposal:
   1. Proposals must be typed, doubled-spaced with 1” margins, using Times New Roman, size 12 font
   2. Body of the proposal must not exceed 15 double-spaced pages in length
   3. Identifying information should **only** appear on the Grant Application Cover Sheet, which applies to the name of the investigator(s) and involved institution(s)
   4. Submit one copy of all required materials (Grant Application Cover Sheet, Budget Sheet, Curriculum Vitae, Abstract, Proposal, References, and Appendices) to the Research Committee Chairperson(s) at: [separesearch@sepa-aacn.org](mailto:separesearch@sepa-aacn.org)
9. Potentially Available Grant Money
   1. The recipient will receive up to $1,000 for the grant based on submitted budget
   2. Funds are awarded for support of project expenses. These may include, but are not limited to: secretarial support, equipment and supplies, and consultative assistance (e.g. research design, statistical analysis)
10. Application Materials
    1. Grant Application Cover Sheet: Complete the entire form as requested
    2. Grant Application Budget Sheet: Complete the entire form as requested
       1. Specify the following costs for the study as appropriate: personnel (statistician, consultant, etc.) and services and supplies (equipment, supplies, data entry/analysis, etc.) - please justify each expense in the space provided
    3. Curriculum Vitae: Include the vitae of each person listed on the Grant Application Cover Sheet
    4. Abstract
    5. Proposal including references and appendices
11. Conditions of Receiving Grant Funding from SePA Chapter - AACN
    1. The principle investigator/project leader **MUST** acknowledge receipt of financial support from SePA Chapter - AACN in all publications and presentations. For example:

**“This project was funded in part by a grant from the Southeastern Pennsylvania Chapter of the American Association of Critical-Care Nurses.”**

* 1. The principle investigator/project leader will be asked to present their results as a poster presentation or educational session for the chapter. \*\*\* Opportunities for poster presentations are available at the annual Research Dinner Program and the TRENDS in Critical Care Conference \*\*\*

**NOTE**: *Applicants may contact Research Committee Chair(s) at* [*separesearch@sepa-aacn.org*](mailto:separesearch@sepa-aacn.org) *to discuss their idea before submitting application.*

**Specific Proposal Requirements**

1. **ABSTRACT:** (Not to exceed 200 words)
   1. Identify the problem statement, research question, and hypothesis (if applicable)
   2. Specify the sample population
   3. Describe the research design, instruments, and procedure to clearly reflect their importance in the study
   4. Briefly discuss the conclusions
2. **BODY OF THE PROPOSAL:** (Not to exceed 15 pages excluding references and appendices)
   1. **Purpose/Hypothesis:**

Briefly discuss the research problem and state concisely and realistically what the research described is intended to accomplish. Clearly identify the variables of interest. Include the specific research question(s) and hypothesis, if applicable.

* 1. **Literature Review:**

Sketch the background of your problem. Critically review the literature related to your project. Specify the gaps which the research project is intended to fill. State concisely the importance of the research to critical care nursing.

* 1. **Importance to Critical Care Nursing**

Describe why the study is important to Critical Care Nursing

* 1. **Methods:** 
     1. **Subjects -** Describe the sample. Include the number of subjects, the sampling procedure, inclusion/exclusion criteria. Provide a rationale for these decisions.
     2. **Instruments -** Describe the instruments to be used in the research, including information on reliability and validity. Address how the tool(s) will be used. Copies of the instrument(s) (e.g., a questionnaire) should be included in the Appendices.
     3. **Procedure -** Describe the research design and the procedure to be used for the proposed data collection. Specify what kinds of data you expect to obtain. Give details of the intervention, if appropriate. Discuss potential problems with and/or limitations of the study. Discuss in detail any part of the proposed research that may be hazardous to the subjects. Indicate precautions to be exercised.
     4. **Plan for Data Analysis -** Describe the means by which the data will be analyzed. How appropriate is the statistical data analysis plan for answering the research question or evaluating the hypothesis?
     5. **Time-Frame -** Provide a realistic schedule that specifies the timing of the main steps of the investigation.
  2. **Budget:**

Describe the financial requirements of the study, which realistically reflects the scope of the study. Justify the budget requirements.

* 1. **Human Subjects Approval:**

Provide a statement of the human’s rights and risks, as well as the procedure for obtaining informed consent, if required for the study. Include a copy of the approval letter from the Institutional Review Board (IRB) and a copy of the Informed Consent form, if applicable, in Appendices. If the study did not require IRB approval and Informed Consent was not required, please state this clearly.

* 1. **Facilities/Resources:**

Describe the facilities and other physical resources available for this study (e.g. laboratories, clinical resources, etc.).

* 1. **Collaborative Arrangements:**

If the proposed project requires collaboration with other agencies, departments, units, etc., describe the nature of the collaboration. Copies of letter(s) of support from these agencies, departments, units, etc. should be included in the Appendices.

* 1. **References (not included in 15-page limit):**

List the references cited in the body of the proposal using APA format. Ensure that references are current.

* 1. **Sample Appendices (not included in 15-page limit:**
     1. Copies of data collection instruments (including copyright permission, if applicable)
     2. Letter of approval from Institutional Review Board
     3. Copy of informed consent, if applicable
     4. Letters of support (from participating agencies, etc.)
     5. Copies of evaluation tools

Revised: 10/01; 7/02; 2/04; 10/06; 10/07; 05/09; 04/10; 10/10; 4/11; 09/14