Guidelines for Submitting Research Proposals

The application process consists of completion of an actual application, submission of specifically requested information, and a research proposal. All items must be submitted by March 15th to:

Michelle Ficca, PhD, RN
PASNAP Scholarship Chairperson
3109 McCormick
Bloomsburg University
Bloomsburg, PA 17815

REQUESTED INFORMATION

1. Cover letter stating your intent to apply and your eligibility. The primary investigator (PI) must be a PASNAP member and must be designated as the PI in all printed materials.

2. Current resume.

3. Documentation of employment

4. Items #2 and #3 are required for all members of the research team.

RESEARCH PROPOSAL

The following information must not exceed five (5) typewritten double-spaced pages, excluding the cover sheet. Identifying information must not be included in the body of the paper.

1) THE PROBLEM
   a) State the problem and solutions previously initiated, if any.

2) GOALS/OBJECTIVES/HYPOTHESES
   a) Concisely state the measurable objectives of the proposal.

3) BACKGROUND AND SIGNIFICANCE
   a) Give a brief background for the problem that will allow the reviewer to place the proposal within the context of the present state of knowledge about the study/project area.
b) Explain the importance of the research outcome.

4) **METHODS**
   a) Explain the detailed procedures of the research/project. Include date(s) for anticipated completion.
   b) Include documentation of review by an IRB and how informed consent is assured.
   c) Include plan for dissemination of results (professional journal, radio, newspaper, TV) if appropriate.

5) **EVALUATION**
   a) Detail the plan used to evaluate the extent to which the research goals and objectives are achieved.
   b) Include tool you will use for evaluation.

6) **BUDGET**
   a) Include itemized budget detailing specific items including a justification for each item.
   b) Document support you have or plan to receive in the future.
RESEARCH APPLICATION

DATE:

APPLICANT NAME(S):

ADDRESS:

PHONE NUMBER:

EMAIL ADDRESS:

TITLE OF RESEARCH PROPOSAL: