

## **Association of Community Health Nursing Educators Application for Research Funds**

### **Purpose:**

The purpose of the funding is to provide seed money, pilot funding, or total funding for research with promising contributions to either:

1. Population-focused outcomes, or
2. Public health (PHN) workforce
  - PHN workforce includes both (a) academic PHN education research, and (b) non-academic PHN workforce research

***Proposals addressing academic PHN education research are strongly encouraged.***

The proposal **must** focus on one of these two *current ACHNE Research Priorities for PHN* (See Reference: *ACHNE Research Committee, 2010*). Significance, clinical relevance, and scientific merit of the research are critical factors in the review process.

**Eligibility:** The applicant must:

- Be a member of ACHNE. Membership must be current at the time of application and at the time of funding. If there are multiple investigators, the principle investigator must be a member.
- Have a master's or doctoral degree or enrolled in a doctoral program.

### **Award Guidelines:**

- Electronically submit a completed research proposal in pdf format.
- Be ready to implement the research when funding is received or be in the process of implementing the research (e.g., additional funds needed for a component of the research).
- Complete the research within one (1) year of funding.
- Submit a final report to the ACHNE Research Committee upon completion of the research.
- Acknowledge ACHNE as a funding source in any research presentation or publication that arises from the research.
- Submit an Abstract to the ACHNE Research Committee within 2 years of the award to present findings of the research at the Pre-Conference Workshop. *\$500 of the award may be used for travel to present the findings if arrangements are made when the grant is awarded.*
- Attend the Annual Institute to receive the award and provide a 2-3 minute summary about the research this award will support.

**The Research Committee** will:

- Evaluate all proposals for scientific merit, focus on one of the two ACHNE research priorities, and appropriateness of the research budget.
- Rate and assign a score to each proposal.
- Select proposals for funding based on the evaluations scores and availability of research funds.
- Recommend to the Board those proposals selected by the Research Committee for funding by ACHNE.

**Grant Fund Availability:**

The maximum amount that may be awarded is \$2,500 per award for three grant awards. **Funds will be awarded at the ACHNE Annual Institute.**

**General Instructions for Applicants**

1. Completed applications must be submitted electronically to the chair of the ACHNE Research Committee by **February 17, 2020 at 5:00 PM EST**.
2. All correspondence will be addressed to the principal investigator (the individual responsible for the conduct of the proposed research and submission of the final report).
3. The format for the proposal should be in the most current version of APA style (including page numbers and a running head).
4. Submit the application via email **in one .pdf document**. Applications not in .pdf format or in multiple documents will be returned. **The PIs name must be included in the title of the file.**
5. Submitted applications must be complete and should include the following:
  - a) Abstract of the proposed research (250 words or less).
  - b) Proposal body and references (see preparation of application for specific directions).
  - c) Single-spaced proposal body that is **no greater** than 5 pages in length.
  - d) Biographical sketch of each investigator (Use NIH biographical sketch format (SF 424), maximum of 2 pages)
  - e) Appropriate appendices (see preparation of application for details).

**Applications should be submitted to:**

**Dr. Kathleen McElroy, Chair of Research Grant Award Sub-committee**  
[mcelroy@umaryland.edu](mailto:mcelroy@umaryland.edu)

**Preparation of Application**

- 1) **Title of Proposal** – include key words that describe the type of research, population and important variables.
- 2) **Abstract** – a succinct description of the proposed research that includes the research purpose/objectives, sample, design, measures, procedure and analysis plan. The abstract should be **250 words** or less.
- 3) **Proposal body (Maximum of 5 pages)**
  - a) **Background/Specific Aims** – Briefly describe the background for the proposed research. Include specific aims, research questions or hypotheses.
  - b) **ACHNE Research Priorities** - Identify how the aims address one of the two *current ACHNE Research Priorities for C/PHN (ACHNE Research Committee, 2010)*. Describe the importance of the research to public health nursing. Proposals addressing academic PHN education research are strongly encouraged.
  - c) **Conceptual Framework and Review of Literature** – Briefly describe the conceptual framework that will guide the research. Critical evaluation of existing knowledge with identification of the knowledge gaps the proposed research intends to fill. Identify the next research steps/how this research fits into a larger program of research.

d) **Methods**

- i) **Design** – Describe the research design to be used.
- ii) **Sample** – Describe the target population. Specify sample size, rationale for sample size, sampling technique and sampling procedures. Provide inclusion and exclusion criteria. Address research risks protection of the subjects.
- iii) **Setting** – Describe the setting in which the research will take place. Include evidence of access to setting in appendices.
- iv) **Measures** – Describe variables to be measured and definitions. Report specific characteristics of the instruments used to measure each variable (reliability, validity, precision, accuracy).
- v) **Procedures** – Specify how data will be collected. Include a timetable of events. Discuss limitations of the research.
- vi) **Data Analysis Plan** – Identify the data analysis methods that will be used to analyze the data and that correspond to the aims/questions/hypotheses.

e) **References** – List of references used in the body of the proposal using APA style.

4) **Appendices**

1. **Budget & Budget Justification**– Include only expenses essential to the conduct of the proposed research. Funds from ACHNE may not be used to fund salaries for investigators, expenses related to education or indirect costs. Educational expenses not covered by these funds include expenses for preparation of theses and dissertations, travel associated with thesis/dissertation approval, tuition and textbooks. Maximum amount of the budget is **\$7,500**.
2. **Documentation of review** by appropriate Institutional Review Board (IRB) or timetable for review. Research funds will not be released until the Research Chairperson receives documentation of approval by the IRB.
3. **Documentation of access** to subjects, letters of support if applicable. Include letters of support from individuals administratively responsible for access to potential subjects and other resources necessary to complete the research.

**Questions**

Questions about proposal preparation or review can be addressed to Dr. Kathleen McElroy, Chair of Research Grant Award Sub-committee at [mcelroy@umaryland.edu](mailto:mcelroy@umaryland.edu)

Ann M. Stalter serves as the ACHNE Research Committee Chair. She can be reached at [ann.stalter@wright.edu](mailto:ann.stalter@wright.edu)

Reference

ACHNE Research Committee (2010). Research priorities for public health nursing. *Public Health Nursing*, 27 (1), 94-99.

# Association of Community Health Nursing Educators

## Application for Research Funds Form

<b>Name and credentials of Principal Investigator (PI):</b>
<b>Proposal Title:</b>
<b>Address of Principal Investigator:</b> Institution: Street: City, State, Zip Code: Phone: Email:
<b>Are you currently an ACHNE member?</b> _____ <b>Yes</b> _____ <b>No</b>
<b>Have you applied for, plan to apply for, or are now receiving support for this research?</b>  _____ <b>Yes</b> _____ <b>No</b> <b>If yes, please identify source and amount requested.</b>  <i>If other support is received after this application is reviewed or has been funded, please notify the Research Chairperson.</i>
<b>Are human subject involved?</b> _____ <b>Yes</b> _____ <b>No</b>  <b>Institutional Review Board action:</b>  <b>Approval date or submission date (if not approved):</b>
<b>Are there co-investigators for this research?</b> ____ <b>Yes</b> ____ <b>No</b> <b>Please include contact information for each co-investigator:</b>  Name and credentials: Institution: Street Address: City, State, Zip Code: Phone: Email:
<b>Total amount of budget: \$</b> _____  <b>Budget justification must be attached.</b>
<b>Anticipated start date:</b>  <b>Anticipated completion date:</b>