

Association of Community Health Nursing Educators Application for Research Grant

Purpose:

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

- teaching strategies and modalities
- clinical teaching and learning partnerships
- environmental health and emergency response
- cultural competence and awareness
- other topics relevant for community/public health nursing education.

The proposal **must** address at least one of the *current ACHNE Research Priorities* (<https://www.achne.org/aws/ACHNE/pt/sp/research-priorities>):

- *Research conducted using rigorous, high-level design*
- *Contribute to the evidence on faculty development, support and training*
- *Measure impact of community/public health nursing education on students and/or communities, particularly long-term impact*

Eligibility:

Eligibility for the ACHNE Research Grant is limited to active ACHNE members. The requirement is that the principal investigator is an ACHNE member and holds a master's or doctoral degree or is enrolled in a doctoral program.

Award Guidelines:

Total award amount for a single research project is capped at \$5000.00 USD but may be less. Priority consideration will be given to first time applicants and those who meet the initial submission deadline.

Proposals may include requests to support reasonable project-related expenses, including, but not limited to: travel to project sites; implementation supplies; instrumentation and/or software to analyze data, participant incentives; and up to \$500.00 USD may be used for travel to the ACHNE Annual Institute to present findings. Honorariums for experts/consultants that add to the quality of the project are accepted with justification.

Funds may not be used to: Support travel or hotel accommodations to conferences (with the exception of ACHNE); pay salary; or stipends.

All grant funds are to be used between July 1st of awarding year and June 30th of the subsequent year. Please note that checks will be presented at the Annual Institute. Recipients are strongly encouraged to attend the Annual Institute to accept the award and to be recognized by the membership (Figure 1).

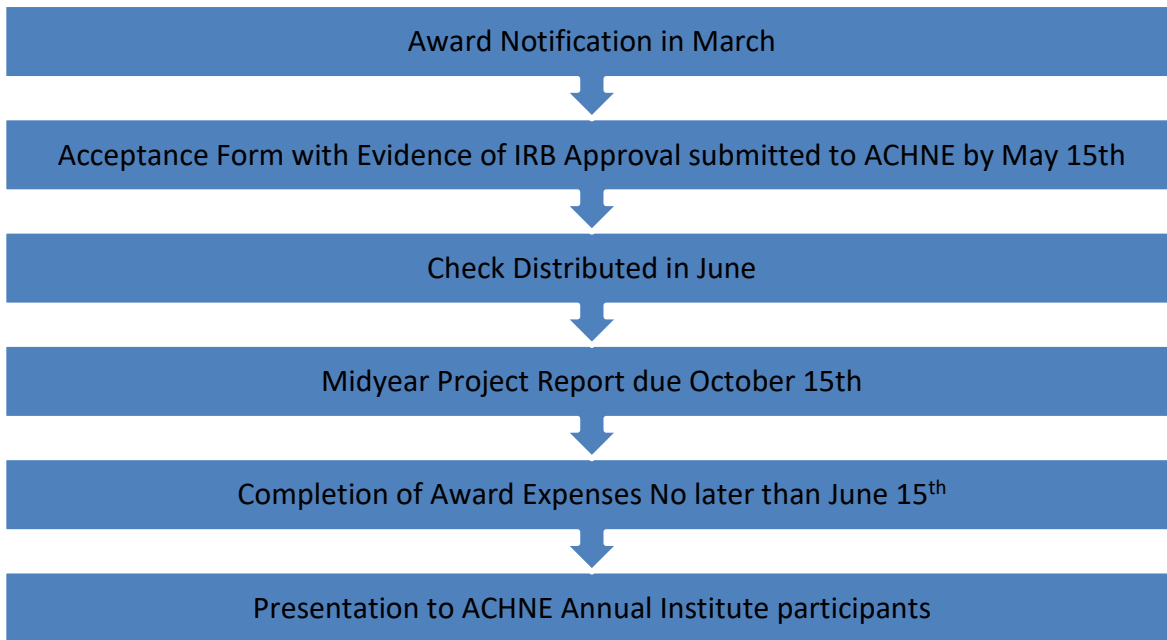


Figure 1. Award Timeline

Proposal Format:

- 1) **Title of Proposal** – include keywords 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**
 - 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 at least one of the *current ACHNE Research Priorities*. Describe the importance of the research to community/public health nursing education.
 - 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 is necessary. 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 (as appropriate for the design). Provide inclusion and exclusion criteria. Address research risks and protection of the subjects.
 - iii) **Setting** – Describe the setting in which the research will take place. Include evidence

- of access to the setting in appendices (e.g., letter of support, agreement, etc.).
- iv) **Measures** – As appropriate for the design, describe variables or concepts to be analyzed 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.
2. **Documentation of review** by appropriate Institutional Review Board (IRB) or timetable for review. Research funds will not be released until the Research Grant 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.

General Instructions to Applicants for Proposal Submission:

1. Write your proposal using the format cited above. Please include in-text citations and references in APA format. Include page numbers and a running head for any uploaded files.
2. All correspondence will be addressed to the Application Submitter. It is strongly recommended that the Submitter also be the Project Lead.
3. Before you can begin your application, you will be prompted to log in or set up an account with Oxford Abstracts. If you have previously used Oxford Abstracts for another event, such as the ACHNE Annual Institute, you may use the same username and password, but **MUST** use the [link](#) to access the ACHNE Small Grants and EBP Awards submission forms.
4. Applications must be in duplicate and both in pdf file format:
 - File # 1: Original file with applicant names and identifying information (label as original)
 - File # 2: Redacted file with all names and identifying information removed (label as redacted)
5. Once the submission is complete, proposers will receive an automated confirmation by email receipt. If you do not receive a confirmation that your submission is complete, and it is not in your spam folder, contact Roxy West at the ACHNE office, info@ACHNE.org or 937-586-3727.
6. Only electronic pdf application files will be accepted. Proposals must be submitted by

February 14, 2025, at 5:00 PM EST.

7. Submitted applications must be complete and should include the following:
 - a. Application for Research Funds form (see below)
 - b. Abstract of the proposed research (250 words or less)
 - c. Proposal body and references (see application for specific directions)
 - d. Biographical sketch of each investigator (Describe your qualifications and experience for your role in the project)
 - e. Appropriate appendices (see preparation of application for details)

Questions should be submitted to:

Dr. Janice Hobba-Glose, Chair of Research Grant Award Sub-Committee

jglose@daemen.edu

*Questions regarding the online submission software should be submitted
to the ACHNE Office, info@ACHNE.org*

Proposal Evaluation & Review Criteria:

This is a competitive award process. Each proposal will be peer-reviewed by the ACHNE Research Committee using a double-blind process. Review of proposals will be based on adherence to proposal format and alignment with goals of this call for proposals.

Critical Dates:

- Proposal submission deadline: **February 14, 2025, at 5:00 pm**
- EST Announcement of Awards (estimated): **March 31, 2025, at 5:00 PM**
- Mid-Project Report: **October 15, 2025**
- Final Project Report: **April 30, 2026**
- Completion of Award expenses: **May 15, 2026**

Post Award Requirements:

After receiving an award, and to be eligible for future awards, the recipient will be required to:

- (1) submit a brief report (no more than one page) that includes the significant outcome resulting from the research grant to the ACHNE President by the last day of April in the academic year that follows the year in which the award was made; and,
- (2) submit an abstract for presentation at the next ACHNE Annual Institute.

Note: Any presentations and publications resulting from this grant must acknowledge the ACHNE as the source of funding.

Questions

Questions about proposal preparation or review can be addressed to Dr. Janice Hobba-Glose (jglose@daemen.edu), Chair of Research Grant Award Sub-committee.

Ann M. Stalter and Lynn Blanchette serve as the ACHNE Research Committee Co-Chairs. Ann can be reached at ann.stalter@wright.edu and Lynn can be reached at lblanchette@ric.edu

