

RESPIRATORY NURSING SOCIETY

2010 GRANT AND SCHOLARSHIP OFFERINGS



The Respiratory Nursing Society Grant and Scholarship Program is a new membership benefit offering. Eligibility for grant and scholarship offerings is limited to current Respiratory Nursing Society members in good standing. The 2010 Funding Cycle application is located on the following page. The application must be completed and returned to:

Donna Hoffman
RNS President
560 Bedford Street #B3
Abington, MA 02351

General Information

- There is one grant offering and one scholarship offering each yearly funding cycle.
- The grant funding amount is for \$500 and can be used for: research study, evidence-based practice (EBP) project, or a quality improvement (QI) initiative. Recipients of grant offerings will be expected to present findings at the annual conference once the project is complete. Grant funding is available to both RNS members and RNS member dependent (i.e. husband, wife, or child).
- The scholarship funding amount is for \$500 and can be used for: respiratory nursing society member enrolled in a program of study at an institution of higher education or a respiratory nursing society member dependent (i.e. husband, wife, or child) enrolled in a program of study at an institution of higher education.
- There is no fee for acquiring application materials; however, a \$10.00 application fee per application is required (i.e. \$10.00 fee for one grant application and \$10.00 fee for one scholarship application).
- Recipients of the grant and scholarship offerings will be announced at the annual conference.

Application Submission

- Application materials must be submitted by the application deadline date on the proper application form, following the instructions outlined.
- Application materials must be mailed via USPS to the RNS President's address and must be post-marked by **August 1, 2010** for the 2010 Funding Cycle.
- Deadline extension will not be granted.
- Application submissions received after the deadline, received incomplete or incorrectly filled out, and/or received at the incorrect address will not be processed for review.

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Please print legibly.

RNS member name _____

Home address _____

Home phone number _____

Preferred email _____

RNS offering applied for: (circle one) Grant Scholarship

Is the above for yourself or a family member? (circle one) Self Family member

Family member name _____

If applying for the grant, what is the category? (circle one) Research EBP QI

GRANT APPLICATION INFORMATION:

If the grant is for a research study, please indicate your Institutional Review Board status:

- Not submitted, but plan to submit by (date) _____ and to (IRB name)

- Submitted on (date) _____ and under review (IRB name)

- Approved (date) _____ by (IRB name)

with approval number _____

Before grant funds for a research study can be released for use, the RNS board must have documented IRB approval. When IRB approval is received, please mail a copy to the RNS President's address.

*****Grant applications (research study, EBP project or QI initiative) must also include:**

Format and style

1. All required materials must be submitted as ONE written document.
2. Use an Arial, Helvetica, Palatino Linotype or Georgia typeface and a font size of 11 points or larger. (A Symbol font may be used to insert Greek letters or special characters; the font size requirement still applies).
3. Type density, including characters and spaces, must be no more than 15 characters per inch.
4. Type may be no more than six lines per inch.
5. Use at least one-half inch margins (top, bottom, left, and right) for all pages, including reference pages and appendices.
6. The application may be single-spaced, except as noted below.
7. Consecutively number pages throughout the application, beginning with the first page of the project narrative and include reference pages and appendices. Do not use suffixes (e.g., 5a, 5b). Place page numbers in the top right hand corner of each page. Use bold or italics only for headings.

Project narrative (limit to 5 pages for items 2-6; single space narrative with double spacing between paragraphs)

1. Abstract (limit to 200 words)
2. Specific aims and objectives
3. Background and significance
4. Research study/EBP project/QI initiative design (as applicable)
 - a. Sampling method/subjects
 - b. Measures/Instruments
 - c. Methods/Data collection procedures
 - d. Plan(s) for data analysis
5. Limitations/potential difficulties
6. Protection of animal or human subjects (as applicable)

Appendices (1-5 required)

7. References (limit to six pages): Use APA format.
8. 12-Month Time Frame/Schedule of Activities
9. Budget Sheet (limit to one page)
10. Itemize anticipated expenditures to conduct the project, including supplies and consultants. Indicate whether other funds have been obtained or applied for to support the conduct of the proposed research.
11. Environment (limit to two pages): A description of the site, setting, and sponsoring agency or institution necessary to conduct the project. Include a letter of support from institution/facility where project will be conducted.
12. Biographical sketch: A one page biographical sketch for each investigator or consultant should be included detailing education and experience
13. Research tools, instruments, or interview guides (as applicable)

Review Process and Criteria

Grant recipients are selected through a peer review process using the following criteria:

1. Significance to Nursing
2. Scientific merit
3. Innovation
4. Appropriateness of methodology given the research study/EBP project/QI initiative question
5. Qualifications of the investigator (research team) to conduct project
6. Adequacy of human subjects/animal protection (as applicable)
7. Appropriate environment, budget, and time frame

SCHOLARSHIP APPLICATION INFORMATION:

If applying for the scholarship, what is the name of the institution of higher education?

If applying for the scholarship, what is the program of study (e.g. undergraduate nursing, graduate pharmacy, etc)?

The applicant for the scholarship must write a one page narrative describing his/her goals for the program of study at the institution of higher education. Narratives over one page will not be considered.

*****Please include a copy of the institution of higher education student identification card for the family member.**

APPLICATION SIGNATURE AND CERTIFICATION OF ACCURACY:

I certify that the above information and any additional materials are accurate. I understand that the RNS Board will use this information strictly for either the grant or scholarship offerings for the 2010 Funding Cycle.

Please include this application form and the respective additional application materials. All materials must be submitted in one mailing. Make a copy for yourself before mailing.

Please be sure to include the \$10 application fee by check. Make checks payable to "RNS." Applications without the required fee will not be reviewed.

RNS member signature _____

Family member signature (if applicable) _____

Date _____