

AAHFN'S Nightingale Research Grant Program

GENERAL INSTRUCTIONS TO APPLICANTS

OVERVIEW OF THE NIGHTINGALE GRANT PROGRAM:

The purpose of the AAHFN Nightingale Research Grant Program is to support novel, innovative heart failure (HF) nursing research to improve patient and family outcomes. While priority is given to junior faculty and PhD/DNP students other applicants will be considered such as: nurse leaders who mentor/educate nurses in HF (project based). All nurse researchers are invited to apply. Projects in progress are acceptable if they are not near completion and the budget supports the need for funding. Research projects should address AAHFN's [organizational and research priorities](#). Two grants are offered with the aim of supporting clinically relevant evidenced-based practice (EBP) projects that contribute to EBP in heart failure nursing. We expect that the knowledge gained from the project(s) will be shared so upon completion of the research study or project grant recipients are required to submit their work for presentation at the **AAHFN Annual Meeting**.

Eligibility: Applicants must be

- AAHFN members*,
 - hold a master's degree or higher,
 - or have completed candidacy requirements for a PhD or DNP program
- *non-members may apply but must become a member if grant awarded

FUNDING

- Award amounts are \$1,000 and \$500 each
- Maximum funding period is for 12 months post receipt of award notification
- "No cost" extensions are not permitted

Release of funds will be based on the following criteria:

- 85% will be released upon receipt and approval of all required paperwork.
- 15% will be released upon receipt of the final report by the due date (60 days after the end of the funding period) and the findings are presented at the **AAHFN Annual Meeting**.

INSTRUCTIONS FOR COMPLETION OF THE ONLINE APPLICATION

Enter the following information as requested in the online submission.

- Title of Project:** Limit to 100 characters.
- Principal Investigator (PI):** Individual primarily responsible for implementing proposal and reporting to the AAHFN Research Committee. Enter PI's position, institutional address, best contact phone numbers and email address.
- Total Funds Requested:** Budget requested should not exceed amount of designated AAHFN grant. See the section entitled "Line Item Budget and Budget Justification."
- Dates of Project:** The project must be confined to 12 months.
- Type of Project:** Research Project Evidence-based Practice Project

Research/EBP Project Team:

Provide the names, credentials, institutions and role on the team (i.e., co-investigator, consultant, research assistant, statistician), for all members of the research team. Please enter or upload this information as instructed for the online submission.

Immediate Supervisor/Chairperson:

This should be the PI's immediate supervisor either in the clinical or academic setting. An email or letter is needed from this person confirming approval of the proposed study and indicating the feasibility and support of the project if the proposal is funded. Upload the email message or letter as instructed for the online submission.

PRESENT THE PROJECT NARRATIVE

Summarize the intended work of the research project or Evidence-based Practice Project (limit to 500 words).

Research Projects: Purpose/Specific Aims, Rationale/ Significance of Study, Conceptual or Theoretical Framework, Main Research Variable(s), Design, Setting, Sample, Methods, and Implications for Practice.

Evidence-based Practice Projects: Introduction, Identification of the Problem/Overview, EBP Question/Purpose, Setting/Participants (if applicable), Methods, Implications for Practice.

SUPPORTING DOCUMENTS

The following items will all need to be uploaded as separate PDF documents:

- Timetable for Accomplishing the Work.** The timetable should reflect a realistic work schedule so the project can be completed within the funding period as no "no cost" extensions are permitted.
- Mandatory Letters of Support:** Clinical site supervisor and/or Dean/ Faculty Chair stating they support this project.
- IRB Approval Letter:** **IRB submission or approval is not mandatory prior to application submission.** *It is strongly recommended that you begin the IRB application process immediately after submission of the application, so you are ready to submit your IRB approval letter if your application is funded.*
 - **If you have received IRB approval:** list approval date and assurance identification number. IRB approval must be obtained prior to the final AAHFN approval and initiation of the proposed project and before funds released.
 - **For multi-institutional projects:** funding will be released after receipt of the approval from the applicant's IRB. However, confirmation of IRB approval at all sites is required before initiating any data collection activities at each site. The PI should submit the appropriate **letters of approval from all sites to the AAHFN Research Committee**, as received.
- Curriculum Vitae (INVESTIGATORS).** Submit for PI and any key research team members, e.g., all co-investigator(s), clinician collaborators and mentors.

BUDGET INFORMATION

Summarize in 200 words, or a table, how grant funds will be spent (i.e., supplies, equipment, lab fees, etc.). The budget should not exceed total of grant award unless other sources of support are available. Other sources of support must be indicated to assure that funding to support the project's activities, which are in excess of the grant funding, will be met and will not hinder the completion of the project.

AAHFN Does Not Fund the Following:

- Industry-sponsored Projects
- Projects that have begun data collection or that are nearly completed
- Payment of tuition
- Institutional indirect costs
- Travel for conference attendance or presentations
- Preparation of posters or publications
- Printing of dissertations
- Salary support for non-research staff (e.g. program staff)

Additional funding support:

- No additional funding is available or pending for the project.
- Yes, additional funding has already been awarded for the proposed study.** Explain how the work supported by other sources is different from the present request. Overlaps in funding are generally not funded unless it is convincingly explained how the present award is designed to support a portion of the project that is not covered by the overlapping funds.
- Pending Funding:** If there is *other pending funding for the proposed project*, identify the amount, agency, and date the funding is expected to be initiated, if awarded. Explain how the present award will be adjusted if funding is received from more than one pending source, e.g., one of the awards will be turned down, more performance sites will be added, the sample size will be increased, additional staff will be hired, etc. Please notify AAHFN RESEARCH COMMITTEE of any additional funding that is awarded after the submission deadline.

Income tax considerations:

AAHFN is required by the Internal Revenue Service to report grant awards on Form 1099-Misc. The award recipient's institution will receive an IRS 1099-Misc, form no later than January 31 of the year following funding year. If additional compensation is received from the award recipient's employer/institution regarding this award, it is the employer/institution's responsibility to issue to the recipient a W-2 or Form 1099-Misc. Award recipients will be asked to designate how the funds should be distributed at the time the award is made.

**APPLICATION SUBMISSIONS MUST BE FINALIZED BY 11:59 P.M.
ON APRIL 30, 2019**

NOTE: Investigators are encouraged to review all materials submitted for completeness and accuracy **PRIOR** to hitting "Submit" as **no** editing will be allowed once the application submission is completed.

Receipt of the application will be confirmed via e-mail. If no response has been received within two days after the application deadline, contact the AAHFN at (856) 439.0525 or email: ghaas@aahfn.org

EXPECTATIONS FOR RECIPIENTS:

Progress and final reports:

- For all funded projects, a final report of expenditures and a final scientific report must be submitted 60 days following the original or amended project funding period. The remaining 15% of the grant funds will only be released when the final scientific report is received on time. Guidelines for submitting these reports will be provided to all grant recipients.
- Please note, the final report guidelines request a summary of results and abstract suitable for posting online to promote dissemination of findings to practicing nurses and the lay public.

Acknowledgement of funding:

- Investigators must acknowledge that this research was funded by AAHFN in all publications and presentations regarding their research.

Dissemination of results:

- AAHFN is committed to dissemination of research findings to support practice changes. A summary of results and final abstract will be posted online and shared with AAHFN members. Research grant recipients are responsible for disseminating the findings of their funded project. Submission of manuscripts to peer reviewed scientific or professional journals is required. Award recipients are required to submit abstracts to AAHFN Annual Meeting and encouraged to publish their final results in Heart and Lung.

KEY DEADLINE DATES:

- ✓ **ONLINE GRANT APPLICATION SUBMISSION DUE: April 30, 2019**
- ✓ **APPLICATION SUBMISSION WEBSITE: Accessed through the AAHFN Website: https://www.aahfn.org/index.php/resources/resource_reashgrants**
 - **See Downloadable research application form(s)**
- ✓ **NOTIFICATION OF FUNDING: June 27-29, 2019 (Announced at Annual Meeting)**
- ✓ **FUNDING AVAILABLE: July 15, 2019**

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