



**National
Association of
Neonatal
Nurses**

**NATIONAL ASSOCIATION OF NEONATAL NURSES APPLICATION FOR THE NEONATAL RESEARCH
INSTITUTE**

MENTORED EVIDENCE-BASED PRACTICE (EBP) PROJECT FUNDS

OUTLINE OF APPLICATION

Required Information

- Applicant's information (name, contact, and affiliation)
- NANN Membership number and expiration date
- Project title
- Amount requested
- Name of principal investigator

EBP Project Abstract (approximately one page)

- Provide an accurate, succinct, and informative representation of the content of your project. Include Background and Significance of Problem, Purpose of Change, Supporting Research Evidence, Practice Change Methods, Barriers to Implementation, Results, Comparison to Research, and Recommendations.
 - Background and Significance of the problem: Briefly describe the practice problem. In a few sentences, tell why this EBP project is important to conduct and how the results will help inform nursing practice in your facility and more broadly.
 - Purpose of Practice Change: State the purpose of your project. What is it that you will accomplish?
 - Supporting Research Evidence: Please present a synopsis of the evidence base upon which you will build your project.
 - Practice Change Methods: Give a general overview of your approach to the practice change. Identify the EBP Model that will guide the proposed project; examples include but are not limited to: The Iowa Model, The Advancing Research through Close Collaboration (ARCC) Model, The PARIHS Framework, the Stetler Model, etc. Briefly describe the steps you will follow to plan for and implement the practice change, the projected sample (nurses/staff/neonates/families that will be involved and how many), identify your outcomes and how they will be measured. Give a brief description of how you will analyze the data.
 - Barriers to Implementation: Identify expected barriers to implementation and how you plan to address these in your approach.

Project Plan

- 8 page limit for first 7 items. Although general guidelines for each area of the EBP project plan are only suggested, the total should not exceed 8 pages. All EBP Project Proposals require the inclusion of an EBP Model. The project plan should be formatted per the steps specified within the applicant's chosen EBP Model.
 - Background and Significance of the Problem (approximately 1½ pages) Introduce the practice problem and its significance to caring for neonates. Provide a review of pertinent literature related to the purpose of this project. Critically evaluate the research that has been done and identify how the research evidence supports improvements in current practice. End this section with a statement of the purpose of the proposed project.
 - Preliminary Data (approximately ½ page) Describe previous work you have done related to this proposed project (if any). This section helps establish the ability of the investigator to conduct this project and demonstrates how the proposed project expands on previous work by the applicant. It is expected that many applicants will not have preliminary work and may not have piloted the proposed project. If applicable, related preliminary work from the mentor or other members of project team may also be included here.
 - Plan and Methods (approximately 3 pages) This section should describe the EBP Model that will guide the project, the methods that will be used and includes these sections:
 - *Design*: Describe the approach or steps that will be used to implement and evaluate the practice change. (e.g. include members of the planning committee/project team; process(steps) for implementation; plans for ongoing evaluation including nursing and neonate/family outcomes, feasibility, acceptability to staff and families; and plans for maintenance of the practice change. Include how, when, and by whom data will be collected. As this is an EBP project, it is critical to describe how you plan to incorporate patient/family preferences. Discuss how your planned approach addresses barriers to implementation.
 - *Sample/Setting*: Describe the population from which your sample will be taken and from where (setting). What is the approximate size of the population at your facility that could be involved in the project? (e.g. "This center cares for approximately 300 of these infants each year.") How many will you include in the project? How did you choose this number (i.e. are you choosing to implement the practice change with everyone or just a small sample--if this is a pilot project, justification should be given as to why a pilot approach was chosen.
 - *Outcomes and Measures*: Specifically describe each outcome and how it will be measured. Briefly describe the items in the tool, the scale of the tool, how it is scored, the range of possible scores, and how it will be interpreted. If using a standardized instrument provide reliability and validity data. Repeat this for each outcome planned for the project. Summarize how the data will be analyzed. It is helpful to describe the analytic plan for each specific outcome of the practice change.

- Timeline (approximately ½ page) Provide a table that clearly identifies the activities that will occur over the funding period. There should be lines for planning, implementation of the steps of the practice change, data collection, data analysis, and preparations of manuscripts and/or presentations.
- Dissemination (approximately ½ page) Describe the next steps you will take. How will you disseminate your findings? What impact will the findings from this project have on future research and/or practice?
- Human Subjects (approximately ½ to 1 page) Note: While some EBP projects do not require IRB approval, some do. Alternatively, some IRBs have recently developed procedures/processes specific to QI and EBP projects. Identify and summarize potential risks to participants (nurses, staff, neonates, families) and how you will protect against these risks. Examples of such risks include possible adverse physical effects, loss of privacy, loss of confidentiality, inconvenience or burden to staff or families.
 - *IRB review:* Where will IRB review be conducted? Evidence of IRB approval or exemption will be required prior to release of funds.
 - Provide your plan for obtaining Training in the Responsible Conduct of Research. This will be required prior to IRB review even if the project is exempted by the IRB.
- Environment and Resources (1 page max) This section will be used to assess whether the environment and resources are adequate for successful completion of the proposed project.
 - Describe the environment in which the EBP project will be conducted. For example, if you are doing an EBP project within the NICU, describe the size of the unit, the number of infants cared for each year, number of neonatologists and advanced practice nurses, and any other details pertinent to the proposed project. If you are an employee of the facility in which the work will be done, describe institutional support for your work on this project (e.g. will you conduct the project on your own time or will you be granted release time?)
 - Describe the resources available to do your EBP project. This may include access to computer and appropriate software, laboratory or radiology services, therapies (e.g. physical or occupational therapy, massage therapy), and nursing services. Include information about availability and access to any equipment needed to complete the project.
- References (3 pages max) Provide a reference list for all literature cited in the proposal. Use citation format from Advances in Neonatal Care.
- Disclosure policy and conflict of interest Complete the Research Institute Small Grant Disclosure Form
- Budget Worksheet (2 pages max)
- Consortium/Contractual agreements/ Letters of Support
 - *Statement by the Mentor:* Provide a letter of support from your project mentor. The letter should address your ability to conduct the project and your potential to contribute to scientific knowledge. The letter should also

confirm a commitment to providing mentorship through the process of this EBP project including a plan for frequency of meetings and should not exceed one page.

- *Organizational letter of support*: Include a letter from the agency or organization through which you will conduct the project stating that you have permission to proceed with your project in this setting.
 - *Other contracts*: Provide additional letters or contracts specific to your particular project if applicable (e.g. availability of laboratory resources or radiology services).
- Bio-sketch for Mentee - Principal Investigator (4 pages max)
 - Bio-sketch for Mentor (4 pages max)
 - Bio-sketches for other project team members as appropriate.
 - Appendices: Provide copies of data collection instruments or procedures that will be used in the project. Also, tables summarizing the current literature base and clearly articulating the level of evidence for each study should be provided.