



**National
Association of
Neonatal
Nurses**

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

MENTORED RESEARCH 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

Research 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 Study, Method, and Significance.
 - Problem: Briefly describe the research problem and state the purpose of your study.
 - Method: Give a general overview of how you will conduct the study. Name the study design; give a brief overview of the procedure (what you will actually DO in the study to collect the data, administer a treatment/intervention); the projected sample (name your sampling plan, how many and who will you study); how data will be collected (you can either name the instrument such as CES-D or you can just say 'standardized measures for depression, anxiety,' etc.); and a brief description of how you will analyze the data.
 - Significance: In a few sentences, tell why this study is important to conduct/how the results will help inform nursing practice, etc.

Project Plan

- 8 page limit for first 7 items. Although general guidelines for each area of the Research project plan are only suggested, the total should not exceed 8 pages.
 - Specific aims (approximately 1 page) Summarize the problem you wish you address, what is known about the problem, what we need to know, and why this is important. Provide a summary statement of the long term goals of your research as well as the overall purpose and 1-2 specific aims for this proposed research study. Include hypotheses or research questions for each aim.
 - Background and Significance of the Problem (approximately 1½ pages) This section expands on the summary statements made in the specific aims section. Provide a review

of pertinent literature related to the aims of this study. Critically evaluate the research that has been done and identify what still needs to be learned (what are the gaps in our knowledge and how this study will address these gaps). Relate this to the current proposed study and to the significance of this information for caring for neonates.

- Preliminary Data (approximately ½ page) Describe previous work related to this proposed study (if any). This section helps establish the ability of the investigator to conduct this research and demonstrates how the proposed research fits into a sequence of studies that have been done already. It is expected that many applicants will not have preliminary studies. If applicable, related preliminary data from mentor or other members of research team may also be included here.
- Design and Methods (approximately 3 pages) This section should describe the design and methods that will be used in the study and includes these sections:
 - *Design*: Provide a summary statement of the overall design of the study. (e.g. “This is a longitudinal pilot study of the feasibility, acceptability, and safety of a one hour daily, 14 consecutive day, skin-to-skin care intervention between full-term infants diagnosed with CCHD and their mothers.”)
 - *Sample/setting*: Describe the population from which your sample will be taken and from where (setting). How many will you include in the study? How did you choose this number? If this is a pilot study, no power analysis is expected but justification should be given as to why a pilot study was chosen. The applicant is referred to Perry, SE (2001). Appropriate use of pilot studies. *Journal of Nursing Scholarship*, 33(2), 107. Clearly describe inclusion and exclusion criteria in determining who you will invite to participate. From where will the participants be recruited? What is the approximate size of the population from which you will recruit? (e.g. “This center cares for approximately 300 of these infants each year.”). Please describe how your study addresses patient/family preferences if applicable.
 - *Measures*: Specifically describe each measure that will be used in this study in this way: Begin with the concept to be measured and the tool with which it will be measured with references as appropriate (e.g. “The impact of the infant’s chronic illness on the family will be assessed with the 24-item scale, Impact-on-Family [Stein & Jessop, 1980; Stein et al., 1987]”). Follow this with a brief description of the items in the tool, the scale of the tool, how it is scored, and the range of possible scores. Provide reliability and validity data for the tool if available. Repeat this for each measure of the study.
 - *Procedure*: Clearly describe the procedures that will be used to conduct this study. How and when will data be collected? Who will collect the data? Where will the data be collected? What will be done with the data after they are collected?
 - *Data analysis*: Summarize how the data will be analyzed. It is helpful to describe the analytic plan for each specific aim.
- Timeline (approximately ½ page) Provide a table that clearly identifies the research activities that will occur over the funding period. There should be lines for recruitment, data collection, data analysis, and preparations of manuscripts and/or presentations.

- Capacity building (approximately ½ page) Describe the next steps you will take. What do you anticipate will be learned from this research? How will you disseminate your findings? What impact will the findings from this study have on future research and/or practice?
- Human Subjects (approximately ½ to 1 page) Identify and summarize potential risks to research subjects and how you will protect against these risks. Examples of such risks include possible adverse physical effects, loss of privacy, loss of confidentiality, inconveniencing the family.
 - *IRB approval:* Where will IRB approval be obtained? Evidence of IRB approval 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 approval.
- 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 research study.
 - Describe the environment in which the research will be conducted. For example, if you are doing research 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 study. 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 research on your own time or will you be granted research release time?)
 - Describe the resources available to do your specific research. 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 research study.
- 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 research mentor. The letter should address your ability to conduct the study and your potential to contribute to scientific knowledge. The letter should also confirm a commitment to providing mentorship through the process of this research study 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 recruit your study sample stating that you have permission to conduct your study in this setting.

- *Other contracts:* Provide additional letters or contracts specific to your particular research (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 study.