**Check List for EBP Applicant**

**Applicant Name** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Applications must include each of the parts listed below and should be submitted by email to the NANN office as one PDF document with each area in this order.

\_\_\_\_ **Cover Page** (one page)

\_\_\_\_ **EBP Project Abstract** (one page)

\_\_\_\_ **Project Plan** (8 Page Limit) includes: Background & significance, Preliminary

data (if any), Plan & methods, Timeline, Dissemination, and Human Subjects.

\_\_\_\_ **Environment and Resources** (one page)

\_\_\_\_ **References** (not to exceed 3 pages)

\_\_\_\_ **Budget** (not to exceed 2 pages)

\_\_\_\_ **Disclosure Policy & Conflict of Interest**

\_\_\_\_ **Mentor Letter of Support**

\_\_\_\_ **Organizational/Institutional support letter(s)**

\_\_\_\_ **Bio Sketch for Mentee/Principal Investigator**

\_\_\_\_ **Bio Sketch for Mentor**

\_\_\_\_ **Bio Sketch for other project team members** (as appropriate)

\_\_\_\_ **Appendices** (copies of project protocols and/or data collection instruments)

\_\_\_\_ **Checklist** (Please submit this completed page as last page of Application)