

# INS Infusion Nursing Research Grant

*Sponsored by Smiths Medical*

Research Award Overview and Guidelines

**INS Infusion Nursing Research Grant**  
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**Overview and Grant Guidelines**

**Purpose**

The purpose of the INS Infusion Nursing Research Grant *sponsored by Smiths Medical* is to support research related to infusion nursing practice and further nursing infusion knowledge and evidence-based practice. Funds are available for qualitative and quantitative research. All relevant research will be considered with priority given to studies that address one of the following categories:

- Infusion Nurses Society's research priorities
- Improving medication safety
- Outcomes related to practice
- Clinical education through nursing research

**Funding Award**

One award of \$10,000. Funding is generously provided by Smiths Medical.

**Eligibility**

1. Current Infusion Nurses Society member in good standing at the time of application and through duration of research study
2. Registered nurse with a current license in good standing
3. Submission of the research packet in compliance with guidelines and deadlines
4. Initiation of the research study can commence at the receipt of funding
5. Evidence that the research study can be supported at the organization/facility proposed

**Application Procedure**

1. Cover letter including complete contact information for the applicant, INS member number, expiration date and copy of curriculum vitae
2. A completed research packet according to the proposal requirements
3. Budget
4. Timeline of proposal and activities

## **Selection Criteria**

The proposal should include the background, relevant literature, methodology to be used in the study, and data analysis plan. The proposal should not exceed 5 pages.

Applications must conform to all requirements for format, style, content, length limitations, and required supporting materials. Only applications which conform to specifications and required documents will be reviewed.

## **Review Criteria**

1. Significance of the research study to infusion nursing science
2. Soundness and appropriateness of proposed methods
3. Clarity and preciseness of proposal
4. Relevance and potential impact of the findings
5. Commitment to disseminate findings through presentations and publications
6. Potential for translation of findings to improve infusion patient outcomes

## **Guidelines for the research proposal**

### **Proposal Requirements**

1. Cover letter
2. Abstract (maximum of 300 words)
3. Specific aims/purposes
4. Background and significance
5. Research Design and Methods
6. Human subjects protection and ethical considerations
7. Limitations and/or potential difficulties
8. Research data collection sheets, instruments or guides
9. Resources
10. Budget (cannot exceed \$10,000)
  - 10.1 Budget amounts should be in table format
  - 10.2 Budget justification
  - 10.3 Acceptable expenses:
    - 10.3.1 costs for subject/participant recruitment and incentives
    - 10.3.2 research assistants
    - 10.3.3 supplies
    - 10.3.4 consultant
    - 10.3.5 no indirect costs are allowed with this award
11. References
12. Timeline for proposal and activities

13. Biographical sketch in a narrative format (2 page maximum) for each investigator and consultant.
14. Organization/facility description where the research will take place.
15. All applicants must complete and include in their cover letter a statement that if selected they will (1) acknowledge both Smiths Medical and Infusion Nurses Society funding in all presentations and publications associated with this research study, and (2) present their research findings at an INS national conference within the next 2-3 years.

### **Proposal Format Instruction**

1. Page length - maximum of 5 single spaced pages (excluding references).
2. Font size and margins - minimum of 11 point font; margins 0.5 inches all around.
3. Consecutively number pages throughout the application, beginning with the first page of the project narrative and include reference pages and tables. Place page numbers in the top right hand corner of each page.
4. Use bold or italics only for headings.
5. Figures and tables – may be smaller font, but must be easily read; color and/or grayscaled allowed.
6. Editorial style may be selected by applicant.
7. Final document to be in WORD format.
8. No appendices are allowed.

### **Review Process**

All proposals will be considered confidential information and will only be available to reviewers. No proposals or research packet contents will be returned. The research packet of the reward recipient will be filed with the INS National Office until completion of all requirements. Research packets of all other submissions will be shredded.

### **Application**

The research packet may be submitted either through US Postal Service or electronic submission. No facsimile submissions will be accepted. Mail to the Infusion Nurses Society office at: Infusion Nurses Society, 315 Norwood Park South, Norwood, MA 02062.

Research Grant recipient is required to submit a progress report at the time of IRB approval including a copy of the IRB consent form and plan. Upon receipt of IRB approval, 60% of the funds (\$6,000) will be disbursed.

A progress report must be submitted on February 1 and September 1 each year until completion. Upon receipt of the progress report indicating data collection in progress, an additional \$3,000 funding will be disbursed.

A final report must be submitted at the completion of the study including a plan for dissemination of results at which time the final funds of \$1,000 will be disbursed. A manuscript submitted to the *Journal of Infusion Nursing* is expected.

Major changes in the proposed study must be requested in writing to the review committee for approval. If recipient is unable to conduct proposed research, funds must be returned to INS. Recipient is expected to attend the INS Annual Convention to receive award.

INS reserves the right to monitor the study in process at any time during the course of accrual, data collection or data submission.

#### Checklist for Submission Packets

Item	Completed		
1. Cover letter			
2. Abstract			
3. Specific aims/purposes			
4. Background and significance			
5. Research Design and Methods			
6. Human subjects protection and ethical considerations			
7. Limitations and/or potential difficulties			
8. Research data collection sheets, instruments or guides			
9. Resources			
10. Budget			
11. References			
12. Timeline for proposal and activities			
13. Biographical sketch in a narrative format for each investigator and consultant			
14. Organization/facility description where the research proposal will take place			
15. Statement that if selected they will (1) acknowledge both Smiths Medical and Infusion Nurses Society funding in all presentations and publications associated with this research study and (2) present their research findings at an INS national conference within the next 2-3 years.			