



2015 NURSE RESEARCHER DISCOVERY GRANT: INDEPENDENT NURSE APPLICATION GUIDELINES

In this packet you will find:

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Alex's Lemonade Stand Foundation is a unique not-for-profit foundation that has evolved from a young cancer patient's front yard lemonade stand to a national foundation for childhood cancer.

Alex's Lemonade Stand Foundation Nursing Grant Program is designed to encourage nursing research at various levels of practice. The Discovery Grant category aims to support independent and experienced nurse researchers and must include plans to disseminate and share findings to improve nursing care for children with cancer. This grant totals \$100,000 over 2 years.

Contact: Patty Ohlott

Bala Pointe | 111 Presidential Boulevard | Suite 203 | Bala Cynwyd, PA 19004

Ph. 610-649-3034 ~ Fax 610-649-3038

ALSFgrants.org ~ Grants@AlexsLemonade.org

ALSF Discovery Award: Independent Nurse Researcher

Description

These applications are expected to be from experienced investigators to investigate topics and issues related to the quality of nursing care and the quality of life for children with cancer. Demonstration of a career that shows commitment to pediatric cancer nursing is a critical component of a successful application. Awards may not be used to supplement other support in a large project.

Application Criteria

- Principal Investigator
 - must have a completed a master's or doctoral degree in nursing
 - must have a minimum of 7 years of experience in Pediatric Hematology/Oncology Nursing
 - must demonstrate a track record of completed research projects and funding
- Statistical Support: identify a statistician or PhD qualified to assist with analysis; include a letter of commitment.
- An individual or small group of nurses may apply.
- The applicant must document evidence of previously completed successful research projects and published results.
- Interdisciplinary project applications are eligible providing the nurse applicant is the project leader.
- Preliminary data are not required but the application must demonstrate feasibility to conduct proposed study.
- A project timeline should be submitted with the application that plans for completion of the project within a 2 year period of the award announcement.
- 3 letters of support must accompany the application to attest to feasibility and applicability of the findings. One letter must come from an administrator, a second from the applicant's colleague and a third from the person providing statistical support for the project.

Budget

Grants of \$50,000 per year for two years of direct costs will be awarded. Budgets may include costs for consultations, supplies, mailings and such items not directly funded by the institution. Funds may be used to provide salary support or release time for the principal investigator. A portion of the budget may be used for costs for travel to a national conference to present findings.

Evaluation Criteria

Overall Impact- An overall score will take into consideration relevance to and elucidation of current issues in pediatric oncology research as well as assessment of core review criteria below.

Core Review Criteria- Reviewers will consider each of the criteria below to assess the specific merits of the proposal.

- *Significance*- The research question must be important to the field of pediatric oncology nursing. Successful accomplishment of the aims will 1) impact the care of children undergoing cancer treatment, and/or 2) improve the quality of life for children with cancer.
- *Investigator*- Experience and skills of the PI are appropriate for the level of the grant sought.
- *Environment*- The environment must be appropriate to support the project including physical and human resources, institutional support, release time etc.
- *Approach*- Research design, methods, sampling procedures (target sample and selection process, population access, treatment and diagnosis information), measurement tools (if applicable) – reliability and validity information and proposed statistical analysis are appropriate for the research question, timeline.
- *Feasibility*- The project as proposed can be accomplished within in the funded period. The objectives and rationale are supported by the scientific approach. Potential pit falls have been addressed.

- *Mission*- The project is consistent with ALSF's mission to bring new treatments to and improve care for children with cancer.
- *Budget*- The amount requested is appropriate to accomplish the proposed study and justification has been provided.
- *Human Subjects*- Documented approval protecting the welfare of human subjects involved in the study is included or is pending.
- *Resubmission Applications*- Changes to the study have been described and responses to previous review comments were addressed.

Restrictions

- ALSF grants do not cover indirect costs.
- Must not have other funding for this project (overlap).
- Projects may not have been previously funded by ALSF.
- Applications must be aligned with ALSF's mission.
- Applications received after the due date will not be considered.
- Applications that do not follow the guidelines or submission process described below will not be considered.

Progress

- Second year funding is contingent upon a non-competitive review of a progress report which must demonstrate satisfactory completion of proposed research objectives and appropriate budget expenditures.
- A final progress report and budget is required at the conclusion of funding.
- Investigators are encouraged to present findings in formal poster or oral presentation at a national meeting or publish their findings in a peer reviewed journal.

Nursing Review Board

Applications, progress reports, final reports and respective budgets will be reviewed by ALSF's Nursing Review Board (NRB). Please see our website for a list of NRB members.

Grant Application

All applications must be submitted using ALSF's 2 part online submission process. Applicants must first complete the online form then upload the application in one PDF (max 10 MB). Applicants can request a password and start an application by clicking the orange "Information for grant applicants" button on this webpage: ALSFgrants.org.

I. Online Form

A. Contact information

Applicant will be asked for basic contact information for themselves and their institution. In addition, applicants should submit a payable contact, should the project be funded.

B. Project Overview and Layman's Summary

Enter project title, request amount, type of childhood cancer the project is focused on as well as a 250 word summary of the research project in layman's terms. (You will be asked to release this summary for use at ALSF's discretion should proposal be funded.) You may copy and paste information from other documents into this section.

II. Application Outline

Below is an outline for the Nurse Researcher Application.

- All sections should be combined into one PDF (max 10 MB).
- All guidelines and form templates can be found under the "Where the Money Goes" section and click on "Grant Guidelines and Submissions" on ALSFgrants.org.
- Each page of the application should be numbered and the name of the principal investigator should appear in the upper right-hand corner.
- Please follow NIH font guidelines: Arial, Helvetica, Palatino Linotype, or Georgia fonts with a font size of 11 points or larger and minimum of ½ inch margins.
- The order of the application should be outlined below, adhering to the maximum number of pages allowed for each subsection indicated in parentheses.

A. Cover Page Use the document provided on the ALSF website (link above).

B. Table of Contents (1 page) Please provide a Table of Contents with page numbers to the corresponding sections.

C. Project Information

a. Impact Statement (1/2 page)

How will this project impact pediatric cancer patients?

b. Scientific Abstract (1/2 page)

Summarize the research objectives and rationale.

c. Budget and Justification

Use the budget template. No indirect costs will be paid.

d. Biographical Sketch (es)

Use the NIH four page biographical sketch format for the applicant, statistical support person and any key personnel.

e. Research Project Details

i. Specific Aims (1 page)

Briefly describe the research problem, state the specific aims and include the research questions or hypotheses to be tested.

ii. Background (1 page)

Review the relevant evidence related to the research project.

iii. Preliminary Studies (2 pages)

Applicant's preliminary studies pertinent to the proposed project.

iv. Experimental Approach and Research Design (4 pages)

Describe how research will be realistically accomplished with in the proposed funding period and the experimental approach to the study including:

- Research Design
- Methods
- Sampling Procedures - target sample and selection process, population access, treatment and diagnosis information
- Measurement Tools (if applicable) - include reliability and validity information
- Proposed Statistical Analysis
- Timeline

v. Human Subjects (1/2 page)

Describe the role that human subjects have in the proposed project. Copies of relevant documentation should be attached, including IRB approval letter. If approval letter is pending please note in this section.

vi. Literature Cited (1 page)

A maximum of 30 references are allowed. Please use APA Format.

vii. Resubmissions (2 pages)

If this proposal was submitted previously and did not receive funding, please describe any changes to the application, i.e. change in experimental design or new data, in response to reviewer critique.

viii. Letters of Support

One letter must be from an administrator indicating institutional support for the project and researcher; a second from a colleague; a third from the person who will provide statistical support for the project. Letters of support attest to the feasibility and applicability of the project.

ix. Appendix

Include copies of the measurement tool here. Appendices should be vital to the understanding of the application. Excessive appendices will disqualify an application.

APPLICATION PROCEDURES AND GRANT ADMINISTRATION

**All applications must be submitted online by August 14, 2015 at 11:59 PM (EST)
We cannot accept late applications.**

2015 Grant Cycle Dates

Application Due Date	August 14, 2015 (11:59 PM eastern standard time)
Award Notification Date	November 2015
Project Start/ End Dates	January 15, 2016/January 14, 2018
Progress Report	December 15, 2016 (estimate expenses through report period end)
Final Report	February 15, 2018 (actual expenses through end of grant)

Awards are not eligible for renewal.

Submitting Your Application

All requests must be submitted using ALSF's online application.

1. Go to ALSFgrants.org and click the orange "Information for grant applicants" button.
2. Under "Resources for Applicants," download the Cover Page and Budget forms.
3. **To start** an online application, under "**Get Started/Start a New Application**" click the drop down arrow and select the *Nurse Researcher Grants* application link.
 - Returning users- login with your email address and password
 - New users- click New Applicant link to set up an account with email address and password
4. **Complete** the online form with contact and project information
 - Upload application as one PDF (maximum of 10 MB) – see format guidelines on previous pages
 - Review & Submit or Save your application and return at a later time to continue working
5. **To continue** your saved application, go to ALSFgrants.org and click the orange "Information for grant applicants" button
 - Under "**Get Started/ Continue a saved application or manage applications**", click the orange LOGIN button
 - Click the name of the application on the "In Progress" list
 - Complete the form and upload the PDF
 - Review & Submit will send the application to ALSF
6. After your application has been successfully submitted an *email confirmation will be sent to your user account login email address*. You will not be able to amend the application.

Please contact Patty Ohlott at 610-649-3034 if you have any questions about your grant application and submission or email questions to Grants@AlexsLemonade.org