



**Army Nurse Corps Association (ANCA)  
Research & Evidence-Based Practice Seed Grant Program**

**Request for Proposals (2019-2020)**

2019-2020 Deadlines:

2019 Submission Date 19 April 2019; Award Notifications made 21 June 2019

2020 Submission Date 17 April 2020; Award Notifications made 19 June 2020

ANCA is pleased to announce a Request for Proposals (RFP) to fund nursing research studies, evidence-based practice (EBP) and performance improvement (PI) projects. The historical approval rate is near 80%.

**Priorities:** We are interested in research studies and EBP and PI projects with the potential to have a direct impact on

- *enhancing* health care delivery systems and processes to improve clinical and/or cost outcomes,
- *advancing* the practice of military nursing in support of mission readiness and deployment, and/or
- *improving* the health status and quality of life of military personnel (including retirees) and their family members.

Grants will be awarded each year in 2019 and 2020, each for up to \$3500, as funds permit.

**Eligibility:** Army Nurse Corps Officers (active, separated, or retired; all components) who are current with their ANCA dues are eligible and encouraged to apply. Other interested researchers and scholars, who are eligible for ANCA membership, may apply for the award if the grant proposal and application are accompanied by an ANCA membership application and dues. Priority will be given to studies and projects that can be completed within two years.

Grant applicants must meet at least one of the following four criteria:

1. Enrolled in a DNP, PhD, or other nursing or healthcare doctoral program;
2. Enrolled in a Masters' Program in Nursing or related healthcare field;
3. Early or experienced researcher at either Masters or Doctoral level;
4. ANCA member currently or previously serving in a clinical, research, administrative, or educational setting.

Note: All applicants must be able to present results at a professional meeting.

**Budget Guidelines:** The 1-page budget (a component of, or an appendix to, the 6-page proposal) should include (1) Amount Requested (i.e. the amount being requested from this grant); (2) Total Budget (i.e. total budget of the project, which may be greater than the amount of the grant; and (3) Other support (i.e. funds from other sources).

**Note: Applicant should include to whom the funds should be sent, whether the applicant, a school, foundation, or other entity, including payee name and address.**

Budget items allowed include, but are not limited to, research and inquiry-related activities (e.g. data collection & analysis); research assistants, transcription services, travel for data collection, modest incentive gift cards, supplies, equipment, lab supplies, postage, copying, communications, poster preparation, consultation, and computer software.

Budget items not allowed include investigator time (salary support), tuition, conference attendance fees, food and beverage. In order to support more projects, indirect costs will not be covered.

The budget and budget justification will be reviewed for appropriateness. Alterations in the budget may be recommended by the research committee.

**Submission Date:** An electronic copy (Microsoft Word) of the completed proposal must be received by 19 April 2019, or 17 April 2020 at 11:55pm CDT. Proposals should be sent via ANCA's [Research Seed Grant Program](https://e-anca.org/Content/ANCA/Grants/default.asp) web page (<https://e-anca.org/Content/ANCA/Grants/default.asp>). The ANCA research grant manager (member of research committee) will acknowledge receipt of the submission.

**Notification of Award:** Recipients will be notified of the grant award no later than 21 June 2019 or 19 June 2020. Award recipients' names will be announced on the ANCA website. The award recipients' names will be recognized during the biennial ANCA convention.

**Date of funding:** Funding will begin on 1 July 2019 or 1 July 2020.

If the awardee is a student, grant funds will be paid in lump sum normally through the recipient's university research program office. All other awardees will receive funding directly or as coordinated with the grant manager. Recipients will be asked to report on their progress at 6 and 12 months. Recipients whose project duration is more than one year will also submit a final report. Guidelines for these reports are at ANCA's [Research Seed Grant Program](https://e-anca.org/Content/ANCA/Grants/default.asp) web page (<https://e-anca.org/Content/ANCA/Grants/default.asp>) or by contacting [grantsmgr@e-anca.org](mailto:grantsmgr@e-anca.org). Guidelines are also provided in the grant award letter that recipients will receive.

### **Required Documents:**

Application form, 6-page proposal, human subjects' (or IACUC for animal) protection assurance (approval or pending approval), budget and a brief bio. Complete grant application and proposal guidelines are available at ANCA's [Research Seed Grant Program](https://e-anca.org/Content/ANCA/Grants/default.asp) web page (<https://e-anca.org/Content/ANCA/Grants/default.asp>).

**Application:** Provide an electronic copy (Microsoft Word) of the entire application and proposal via the electronic submission platform. The proposal should consist of a maximum of 6 single-spaced or double-spaced pages (1-inch margins; Arial 12 font; APA format) and include:

Page 1. Cover Page. Investigator(s) name, title, department, school, or organization affiliation, address, telephone number and e-mail address. Category of Grant Application: PhD Dissertation or

DNP Synthesis Project Award; Early Career Award; Experienced Career Award; Evidence-Based Practice Project; Performance Improvement Project. Project Title.

### **FOR RESEARCH PROPOSALS:**

Pages 2-6. Brief (50 words or less) Abstract, Research Plan, Budget, and Human Subjects Protection.

- Research Question(s); Aims or purpose of the study.
- Background and significance; include the study's relevance to military nursing.
- Methods, analysis plan or plan to accomplish specified aims.
- Projected timetable for accomplishing the plan.
- Budget and brief budget justification. (See budget guidelines above)
- Timetable for IRB/Clinical Investigation Committee/IACUC approval and/or agency access.
- A statement about (1) how the proposed study or project fits into the applicant's long-range research plans with emphasis on plans to apply for larger funding; and (2) relationship of proposed study to other funding currently being received by the applicant or under review.

**Important: A reference list and copy of proposed instruments must be included as appendices.**

### **FOR EVIDENCE-BASED PRACTICE PROPOSALS:**

Pages 2-6 of proposal should include a brief (50 words or less) abstract plus

- Identification of the problem in PICOT question format
- Nature and scope of the project (e.g. practice change, program evaluation, research utilization, economic evaluation, or other scholarly project)
- Synthesis of supporting literature
- Methods
- Implementation timetable
- Budget

### **PERFORMANCE IMPROVEMENT PROPOSALS:**

Pages 2-6 of proposal should include a brief (50 words or less) abstract plus:

**FOCUS – PDCA** or similar performance improvement format.

F – Find a Process to Improve

O – Organize a team

C – Clarify current knowledge

U – Understand the process

S – Select the Improvement Opportunity

P – Plan the Change

D – Do

C – Check the Results

A – Act

Suggest the performance improvement tools you will use, such as a flowchart, run chart, control chart, etc.

**Important: A reference list and a copy of proposed instruments must be included as appendices.**

Additional pages (in addition to the 6-page proposal) may be included: Proof of author permission (or requested permission) for use of proposed instruments; Short (1-2) page Bio (may use federal forms, such as the NIH biosketch form) for each investigator.

**Review Criteria:** Applications will be evaluated on eligibility and merit. It is the applicant's responsibility to present the proposal in a clear and logical fashion to make a convincing case for the significance of the work. Present sufficient detail so that an adequate evaluation of the proposal can be made. **Use spell check and grammar check and proofread.**

*Research Proposal Merit Criteria:* 1. Significance and uniqueness of the work; 2. Soundness of the proposed methods; 3. Feasibility of accomplishing the stated goals of the project within the proposed timeframe; 4. Potential for future research and funding; and, 5. Overall presentation.

*EBP Project Merit Criteria:* 1. PICOT Question; 2. Nature and Scope of Problem; 3. Literature Summary; 4. Method; 5. Implementation Plan; 6. Evaluation of Outcomes.

*Performance Improvement Project Merit Criteria:* Main elements of FOCUS-PDCA

**ANCA-funded Investigator Responsibilities:** ANCA grant award recipients will:

- (a) Submit application for or obtain IRB approval (if applicable) prior to the conduct of the study and file a copy of that approval (or pending approval and any changes) with the ANCA Grant Manager.
- (b) Conduct the study/project as proposed.
- (c) Manage budgets and expend grant funds in accordance with the proposed budget and grant guidelines. Changes may be coordinated with the Grant Manager.
- (d) Submit progress reports in timely manner at 6- and 12-months.
- (e) Submit final grant report at the end of the project.
- (f) Present or send findings (completed study as podium or poster presentation) at a future ANCA convention, and
- (g) Cite ANCA as funding source on all publications and presentations related to the study. The ANCA Research Committee strongly recommends publication and/or presentation of study findings to contribute to nursing knowledge and improve practice. Partial publishing fee and dissemination expense reimbursements are available through ANCA under the programs tab at <https://e-anca.org>. ([Research & EBP Dissemination Expense Assistance Program](https://e-anca.org/research-dissem-assistance) page, <https://e-anca.org/research-dissem-assistance>).

**Questions or Assistance:** Call COL (Ret.) Carol Huebner at (210-646-5532), email [grantsmgr@e-anca.org](mailto:grantsmgr@e-anca.org), or contact the ANCA Office at [mail@e-anca.org](mailto:mail@e-anca.org)

ANCA looks forward to helping advance knowledge and improve health through your efforts.