



FACEPAGE FOR RESEARCH PROPOSAL

Name of Person Applying for Funding: _____

Title of Person Applying for Funding: _____

Mentor: _____

Work Area: _____

E-mail Address: _____

Title of Project: _____

Total Amount of Application (from budget page): _____

Application Submission Date: _____

Geriatric & ME Application Checklist

- Review of the Literature
- Methodology Section
- Consult with a Biostatistician (if needed)
- Consult with a Nurse Scientist (if needed)
- Letter of Support from Nurse Leader/
Department Head
- Biographical Information
- Timeline
- Budget
- Additional Letters of Support (if needed)
- Appendices (if needed)

PROPOSAL ABSTRACT (1 page maximum)

Divide the introduction into the following subsections:

Statement of Purpose - The purpose statement should reveal the researcher's intention and the setting in which the research problem will be addressed. Consider having an overall research question with specific aims.

Significance of the Study -This section should provide a rationale for the study. You will want to include enough information so that the reader is convinced that the project is worthwhile. Why is the topic an important? For example, what is the gap in the current knowledge that this work would address?

Significance to MSK -This section should describe the significance of this study to nurses and patients at MSK. How does this the proposed research align with the strategic goals of MSK or the Department of Nursing? Have you performed due diligence to ensure that a similar project is not already being conducted in the institution? How will this study result in changing patient care at MSK or improving nursing practice? What are the expected clinical implications of this study? If this work is planned to gather preliminary data for a larger grant proposal, please describe the future briefly here.

REVIEW OF THE LITERATURE (2 pages maximum)

Include relevant resources that provide both background material and information on related studies. It is important to organize your literature review in the sequence best ordered for a logical flow of the information. Most, if not all paragraphs in your review, should contain a citation as you are reviewing what other researchers and authors are saying about your topic. Please use APA format, and include a reference list at the end of the section.

You may want to consider consulting a research librarian to help you with your literature search.

Answering the following questions may help you organize this section:

1. Why is this topic relevant to care of the cancer patient?
2. What is already known about this topic?
3. What are the strengths and weaknesses of the current literature?
4. What gap in the research will your study be filling?

METHODOLOGY (recommended 2 pages maximum excluding appendices, tools, and instruments)

Divide the methodology into the following subsections.

Hypothesis or Research Question - Using your **Statement of Purpose** from the **Introduction**, you will be phrasing your problem as either a Hypothesis or a Research Question. Good research questions should be stated in a clear, unambiguous manner. While the research question asks how variables are related to one another, a hypothesis provides a tentative answer to such a question and a more specific guide for research.

Methods: Procedures for Collection of Data- In this section of your paper you will outline a plan for conducting research of your topic. Describe the plan in such detail that another equally competent researcher could pick up the proposal and replicate the study. State clearly and fully the methods to be used in gathering data to test your hypotheses and/or to answer the questions posed above. Any concerns or anticipated hurdles to success should also be mentioned here, as well as what can be done to overcome them.

- a. **Sample.** This subsection should answer these questions: 1) what is the source of the sample (the population from which the sample will be selected); 2) how will the sample be selected; 3) why was this sample selected; 4) what are the characteristics of the sample. The sample information should include the number of respondents, the nature of the respondents, specifically any demographic information such as age, gender, etc. If your aim is to detect statistical significance for an intervention, you must conduct a power analysis.
- b. **Procedures for Data Collection.** It is necessary in this section to describe the data collection procedures. If an experimental design is chosen, explain both the experimental process and the controls which would be applied. Should the problem be survey, observational or attitude assessment, the plan of action and the instrumentation should be explained.

- c. **Study Design.** This section consists of a chronological list of the steps that would be used in conducting the study. It should be as detailed as possible to include time estimates where applicable.
- d. **Data Analysis.** What will be done after the data is collected? The statistical methods you would use to analyze your data are outlined in this section. If the techniques or measurement procedures are unusual, describe them in detail. For non---statistical methods of analysis, describe the qualitative factors you will be using. If you will be using complex statistical analysis, you must consult a biostatistician first.



BIOGRAPHICAL INFORMATION (1 page maximum)

Provide a short paragraph regarding the training and experience of each person who will be involved in the research project.

Nurse Extraordinaire, BSN, RN, OCN®

Ms. Extraordinaire is a nurse practitioner with 12 years of experience at MSKCC in pediatric oncology. She is a participant in the Research Fellowship in the Department of Nursing and is interested in pain management in children undergoing bone marrow transplantation.

Go on to list any presentations, publications, coursework, etc., as supportive information.

TIMELINE (1 page maximum)

List all major study activities and indicate the time frame in which they will be done. This can be done in table format, as illustrated in the following example:

Activity	Winter 2019	Spring 2019	Summer 2019	Fall 2019
Complete research review process at MSKCC as defined by the scope of the proposal (IRB)				
Train data collectors				
Data collection and analysis				
Submit ONS abstract and final project report				

BUDGET (1 page maximum)

Line---Item Budget Category	Cost
Office Expenses	
Supplies, mailing expenses, etc.	
Research---Related Expenses	
IRB fees	
RSA supplemental dollars to cover data collection, CRDB, other research---related issues	
Other Expenses	
TOTAL	



BUDGET JUSTIFICATION (1 page maximum)

Office Expenses: *This should be self--explanatory. Any administrative costs incurred (e.g., materials, cost for copyright--protected instruments, postage, etc.) should be listed and explained here. The number does not have to be exact but should reflect a realistic estimate.*

Direct Program Expenses: *Include personnel--related costs here. For example, the amount of time needed for a nurse and/or RSA to conduct the study.*

Geriatric & ME Nursing Fund Nursing
Research Scoring Sheet

CONFLICT OF INTEREST

No Yes
 If yes, please specify:

GUIDELINE FOR FILLING OUT THIS FORM

Please evaluate using the system outlined in the table below.

1. Score each statement with 1.0 - 9.0 points using the enhanced NIH criteria listed below.
2. Please comment on the reasons for your judgement.
3. Give an overall score (not necessarily the arithmetic mean; other considerations may cause a differential weighting).

RATING SYSTEM

The NIH Grant Application Scoring System

The NIH scoring system uses a 9-point rating scale from 1 = Exceptional to 9 = Poor for the overall impact/priority score as well as the individual review criteria. Ratings are provided only in whole numbers, not decimals.

Impact	Score	Descriptor	Additional Guidance on Strengths/Weaknesses
High	1	Exceptional	Exceptionally strong with essentially no weaknesses
	2	Outstanding	Extremely strong with negligible weaknesses
	3	Excellent	Very strong with only some minor weaknesses
Medium	4	Very Good	Strong but with numerous minor weaknesses
	5	Good	Strong but with at least one moderate weakness
	6	Satisfactory	Some strengths but also some moderate weaknesses
Low	7	Fair	Some strengths but with at least one major weakness
	8	Marginal	A few strengths and a few major weaknesses
	9	Poor	Very few strengths and numerous major weaknesses
<p>Non-numeric score options: NR = Not Recommended for Further Consideration, DF = Deferred, AB = Abstention, CF = Conflict, NP = Not Present, ND = Not Discussed</p>			
<p>Minor Weakness: An easily addressable weakness that does not substantially lessen impact</p>			
<p>Moderate Weakness: A weakness that lessens impact</p>			
<p>Major Weakness: A weakness that severely limits impact</p>			

RESEARCH SCORING SHEET

1) Criterion: Innovation and Relevance	Score
1.1 Relevance of the scientific research questions.	
1.2. Significance of research.	
1.3 Innovativeness of the proposal.	
<i>Please briefly justify the given scores:</i>	
2) Scientific Methodological Quality	Score
2.1 Appropriateness of the study design to answer the research questions.	
2.2 Adequacy of chosen data items and outcome measures.	
2.3 Satisfactoriness of the statistical methods and data analysis.	
<i>Please briefly justify the given scores:</i>	
Overall Score <i>(not necessarily the arithmetic mean, other considerations may cause a differential weighting)</i>	Score
<i>Additional comments:</i>	