



SEPONL Special Project Grant

Introduction:

SEPONL is excited to be able to continue to offer grants to our members for support of their scholarly work or special project that would benefit the area of nursing administration, evidenced-based practice and/or leadership. Up to \$7000 will be awarded to fund selected projects. Below you will find the process and criteria for the grant application.

Grant Criteria:

1. PONL/SEPONL membership is required of project coordinator
2. Electronic copy of project proposal is submitted to the Special Project Grant chairperson
3. Project proposal should include:
 - a) Introduction
 - b) Description of the project, specific aims/purpose of the project
 - c) Importance of the project and its application to nursing administration, evidence-based practice and/or leadership
 - d) Length of time of your project/expected timeline
 - e) Anticipated budget
 - f) Evaluation criteria and outcome desired
 - g) Anticipated impacts (How will this study add to the body of knowledge? What is the potential for future research?)
 - h) Plans for dissemination
4. Additional Support documents
 - a) Name, credentials, address, phone number and email address of Project Coordinator
 - b) Letter of support from Chief Nursing Officer or the Dean of the School of Nursing
 - c) Grant amount requested and intended use (see guidelines)
 - d) Curriculum Vitae or Bio sketch for each investigator
 - e) Declaration of any other funding sources for this project

Guidelines:

1. Research project must be completed within timeframe established above, inclusive of dissemination. Exceptions granted upon Board approval.



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2. Dissemination must include presentation at SEPONL conference. A webinar and/or other format may also be considered.
 - a) Submission of a manuscript for publication in a peer reviewed journal is encouraged.
 - b) Recognition is given to SEPONL for the financial support provided in all publications and presentations.
 - c) A portion of the award money will be dependent upon completion of award study.
3. SEPONL Special Project Grant provides for direct expenses.
4. No investigator time will be supported.
5. All other research-related expenditures including salary support for research assistants or statisticians, incentivizing study participants, software, supplies, printed materials, copying, and communications are acceptable.
6. Please note: a portion of the funds will be distributed at the beginning of the funding period. Remaining funds are dependent upon and will be distributed at completion of the study. The portion will be decided on a case by case review.

Review Process:

The SEPONL Special Project Grant Committee recommends the project to the SEPONL Executive Board for their final approval.

All submitted proposals will undergo a blind review by members board members. The grant award recipient will be selected based on consideration of eligibility and merit of the research proposal.

Awards will granted based on the following criteria:

1. Merit of the proposal
2. Overall impact of the proposed research study on the defined purpose
3. Extent to which the project supports nursing administration, evidence-based practice and/or leadership
4. Applicability of the project to other organizations.
5. Is the support (budget) requested justified to the propose research

Priority will be given to research work that advances nursing leadership.

Expectations of Grant Recipient:

1. At the midpoint and at the conclusion of the research study the principal investigators will submit an interim and final report, respectively, on the progress of the study.



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2. Upon conclusion of the study and within the timeline the principal investigator will:
 - a. Submit an abstract for presentation at next SEPONL conference
 - b. Submit a summary of the study's findings to SEPONL.
 - c. Allow study findings to be incorporated into SEPONL marketing and communications
3. Principal investigator will ensure proper acknowledgment of SEPONL in all publications and presentations.