

**PHILIPPINE NURSES ASSOCIATION OF MICHIGAN**  
**Grant Application Instructions**  
**REQUEST FOR PROPOSALS**

**Deadline: July 1, 2022**

**Purpose**

The purpose of this PNAM Grant is to support research studies and evidence-based practice (EBP) or quality improvement (QI) projects. The goal of the grant funding is consistent with the PNAM and PNAA missions to uphold the positive image of PNAM members as scholars, promote professional excellence, and contribute to significant outcomes to healthcare and society. Pilot/feasibility research studies, QI and EBP projects are acceptable. Faculty and student research collaborative work may be funded based on merit. The grant funding is designed to facilitate PNAM's contribution to the advancement of nursing scholarship through research.

**Funding Information and Eligibility Criteria**

- (1) One \$1,000 grant is available. One grant will support either a research study, EBP/QI project, including doctoral dissertation.
- (2) The primary applicant who will hold responsibility and accountability for the grant must be a current PNAM member

Priority will be given to applicants whose research or EBP/QI foci areas include one of the following: advocacy, patient safety, global health, climate change, environmental health, self-management of chronic illness, health concerns among foreign nurses in the United States, and diversity, equity, and inclusion in health care.

**Application Procedure**

The full proposal requirements are listed below. Applicants must consecutively number each page with the name of the primary applicant in the top right-hand corner of each page. A one-inch margin must be used. Acceptable fonts are: 11-point Calibri or 12-point Times New Roman.

**Full Proposal Requirements**

- (1) Cover page: Include applicant's name, project title, other team members' names if applicable, date, and type of submission (research or EBP/QI)
- (2) Structured Abstract: Maximum 250 words. Headings must include: Significance, Purpose/Aims, and Approach.
- (3) Project Description: Limited to no more than five (5) single-spaced pages excluding tables, graphs, and references. Margins are 0.5". This section must include: (a) Significance, (b) Purpose/Aims, (c) Design, (d) Theoretical or Conceptual Framework, (e) Methods, (f) Data Analysis, (g) Future Grants to Pursue, and (h) Planned Scholarly Product(s).
- (4) Biographical Sketch for each project personnel - use NIH style only and limit to 2 pages.
- (5) Detailed Budget: Maximum 1 page
- (6) Budget Justification: Maximum 1 page. Please note that awards only cover direct costs including student or research assistant support, supplies, consultation, participant compensation, conference travel for data collection or presentation, etc. Costs for computer hardware, and applicant salary support are not allowable costs. No indirect cost allowed.
- (7) Letter of Support: Applicants must submit one-letter of support from instructor or professor for students who will be mentoring the student in their project. Working nurses must submit a letter of support from a colleague who is familiar with the nurse's work and ability to complete the project.
- (8) 12-Month Timeline: Maximum 1 page for the conduct of the work
- (9) Appendix: Must include letters of support, and study questionnaires and measures, if applicable

**Application Review Process**

Applications will undergo a preliminary review by the Chair of PNAM Scholarship and/or Research Committee to assure that proposals meet the guidelines. Each application meeting the grant guidelines will then be reviewed by at least two PNAM Scholarship and Research Committee members for scholarly merit. This will then be presented to the PNAM Executive Board for approval.

**Review Criteria**

Reviewers will be asked to provide scores in the following areas and comments:

	5 = Exceptional; Overall quality is outstanding	4 = Good	3 = Adequate	2 = Fair	1 = Poor; Overall quality is poor	NA = Not applicabl e
Abstract, includes aim, design and methods.						
Purpose/Specific Aims (clarity and originality)						
Significance and innovation of proposed project.						
Conceptual/theoretical framework appropriate.						
Approach – design, methods, and plans for data analysis explained and appropriate. Sample and sampling plan described.						
Feasibility of accomplishing work given the resources and timeline.						
Feasibility of producing scholarly products.						
Plans for dissemination of results described.						

**Funding Period and Program Requirements**

The funding period for approved applications is one year from June 1, 2022 to May 31, 2023. One month after the completion of the project, a brief 1-3 page final report must be submitted to the Chair of the PNAM Scholarship or Research Committee. Final report must include copies of the project products.

The recipient/s is expected to present the research/project findings during the PNAM Annual Spring Educational Conference. The grant recipient is also expected to disseminate findings through scientific meetings and publications including PNAA’s peer-reviewed journal, Journal of Nursing Practice Applications and Reviews of Research. Recipients must acknowledge the PNAM as a source of funding in all published or presented papers.

**Address all correspondence and submit electronic PDF copy of application to:**

Chair of PNAM Scholarship Committee  
Dr. Meriam Caboral-Stevens  
Email: [msteve37@emich.edu](mailto:msteve37@emich.edu)