



2024 ISONG Research Grant Application Instructions

A. Submit a **letter of intent** via this [Link](#) no later than **Monday, May 20, 2024** (11:59 PM EST). This letter is not to decide who may apply, but rather to help us begin asking the appropriate reviewers to be part of the grant process. To be eligible to apply for this award, you must be *a current member of ISONG and have received no more than \$50,000 from foundation or government funding.*

The letter should be uploaded as a PDF and include:

- a. The title of proposed research.
- b. A brief description (one paragraph maximum) of the proposed research.
- c. The institution where the research will take place.

B. Complete the [Grant Cover Form](#) and **include** a pdf file by **Sunday, June 30, 2024** (11:59 PM EST) to include the following:

1. The proposal/Grant Cover Form serves as the cover sheet. Since the collection/analysis of data can often take more than one year, there is now an option for a one-year or two-year grant. The awarded amount will not change, and all monies will be provided at the start of the grant period.
2. **Abstract.** The abstract is not to exceed one page and must include a problem statement/specific aims; significance of the research including relevance of the study to genetic nursing; and brief statement(s) on methods including sample size, research design, and planned data analysis.
3. **Proposal narrative.** The proposal narrative must be no more than 4 pages; narratives exceeding this limit will not be considered (see Additional Instructions for formatting requirements). References, appendices, budget, timeline, and biosketches are not included in the 4-page limitation. Investigators should highlight how the research has a potential or actual clinical application.

Problem statement/specific aims: Discuss the broad overall goal(s) and what the specific research proposed in this application is intended to accomplish; state the research questions/aims or hypotheses to be tested.

Background and significance: Briefly address the background leading to the present application; critically evaluate existing knowledge and identify scientific or methodological gaps that the project is intended to fill. Identify the importance of the research in terms of its contribution to genetic health nursing and potential for leading to further research or translation in clinical practice. Summarize the theoretical framework as appropriate.

Research design and methods: Describe the research design and procedures to be used to accomplish the specific aims of the study. Provide a timeline for the project. Include how the data will be collected, analyzed and interpreted. Describe potential study limitations. This section should be organized in the following manner: design (including timeline), setting, sample, procedures, data analysis plan, and limitations.

References: A reference page or pages should be included at the end of the narrative text. References should be included if cited in the narrative text and should be limited to relevant and current literature. The reference page(s) is (are) not included in the 4-page limitation.

Appendices: To include research instruments (if applicable), and interview guidelines (if applicable). Submit the Human subjects (IRB)/Animal Care (IACUC) approval in English prior to the release of award funds. Support letters must assure the feasibility of the project and that resources are available to complete the study. Please note: If the applicant is a student, a letter of support from the faculty member overseeing the research **MUST** be included. The appendices are not included in the 4-page limitation.

4. **Biosketch.** A biosketch or curriculum vitae of the principal investigator (maximum 2 pages).

5. **Completed budget justification form.** Complete the [Grant Budget Form](#). The budget cannot exceed \$2,000.00. Only direct costs of the study may be included in the budget. In addition, investigator salaries or travel costs may not be included.

Additional Instructions for Applicants

1. Formatting of proposal narrative and accompanying material.

The following instructions should be strictly adhered:

- i. Margins must be no smaller than 0.5" at all points.
- ii. Font size must be no smaller than 12 pt. and font type should be Arial or Helvetica.
- iii. Abstract, proposal body, reference section, and appendices should be single spaced.
- iv. Cited works should be numbered in order of initial appearance in the text, and appear in the Reference List in numerical order (i.e., Vancouver referencing style)

2. Role of the Principal Investigator

- i. All communication from the Research Committee will be with the Principal Investigator.
- ii. The Principal Investigator will be responsible for the research project including assurance of scientific and ethical integrity throughout the conduct of the research.
- iii. The Principal Investigator will be responsible for providing an update (at three months) and sending a final report of study. The final report is to be completed [here](#) 90 days following the end of the one- or-two-year funding period. The report will be published on the ISONG website and is to include:
 - Summary of project goals/aims
 - Theoretical/conceptual framework, if applicable
 - Methods: sampling, procedures, and data analysis – Summary of findings
 - Recommendations and brief reflection
 - Publications or presentation of abstracts
 - Acknowledgement of ISONG funding support