Subject: Research Grant Award

Review Responsibility: KSPAN Board of Directors

Resource: KSPAN Research Committee Chair

Date Written: August 2015

Date Reviewed: November 2015

Date Revised:

Purpose:

To provide guidelines for awarding grant funding to active KSPAN members conducting research in the field of perianesthesia nursing

Policy Statement:

This policy provides guidelines for awarding a $100.00 research grant to a KSPAN member who is undertaking a nursing research project or presenting a research poster at the ASPAN National Conference. Scholarships will be awarded to provide partial compensation for expenses to be utilized during the research project or expenses related to travel and supplies for the ASPAN National Conference.

Procedure:

1. Eligibility:

a. Applicant shall be a registered nurse licensed in the state of Kentucky holding a current KSPAN membership for a minimum of two years prior to time of application

b. Applicant shall be employed in any phase of perianesthesia nursing, including education and management positions.

2. Each applicant shall complete the following forms located on the KSPAN website: a. Research Grant Application Form

b. Research Agreement Form

3. Each applicant shall additionally complete:

a. Brief resume/curriculum vitae to include professional background, continuing education participation, professional publications or presentations, honors, awards, grants

b. A letter from the lead investigator describing the research project and how the project will contribute to the practice of nursing.

c. Statement of expense projection and description of financial need; include how the

KSPAN grant monies would be used.

4. The completed application materials shall be sent to the KSPAN mailing address by November 5th, applications postmarked after November 5th shall not be considered

5. Selection Procedure:

a. The KSPAN Research Committee shall review all applications

b. Applications will be evaluated based on the clarity and thoroughness of the objectives, expected outcomes, and relevance to perianesthesia nursing.

c. The research committee chair shall then present all eligible applications to the KSAPN Board of Directors for approval of funding

d. Applications without proper documentation shall not be considered.

e. Individuals selected will be notified via a letter from the KSPAN President delivered via

U.S. Mail

f. Individuals awarded grant money will be announced at the Fall Conference on November 11th.

g. The names of the grant winners will be published in the KSPAN newsletter and

recipients will be honored at the KSPAN State Conference and Annual Membership Meeting

6. Duties of the grant awardee:

a. Use the awarded funds for the project named in the Research Grant Application b. Submit a progress report every six (6) months to the KSPAN Research Committee

Chairperson, beginning the effective date of grant funding.

c. Acknowledge KSPAN in any publication resulting from the research.

d. Present research results with an article and abstract to be printed in the KSPAN Newsletter (*Waking Crew News*).

e. Accept responsibility for the scientific, professional, and ethical conduct of the project f. Accept any action (including legal) determined by the Board of Directors of KSAPN if a

research grant agreement is breached.

7. If the research project is cancelled, all money received will be returned to KSPAN within two weeks of cancellation. In this event, the money will be returned to the KSPAN general fund.

8. Members may receive this grant once every two years (biannually)

9. All applications will be retained for a period of three years and then will be destroyed.