



Purpose: The mission of the Kentucky Nurses Foundation (KNF) is to advance and expand nursing practice and the translation of evidenced based practice through clinicians, educators, leaders, researchers, healthcare policy makers, and students to promote the highest level of health and well-being for all nurses as well as the citizens of Kentucky.

The KNF, established in 1975 as a 501 (C) (3) status foundation, has both a contractual and professional relationship with the Kentucky Nurses Association (KNA), to enhance achievement of the strategic goals of both organizations. In keeping with the bylaws (2017), the KNF has a long history of supporting the endeavors of the KNA Mission.

The Kentucky Nurses Foundation (KNF) encourages nursing research projects with the result of advancing the practice of nursing and resulting in the improvement of healthcare delivery. The purpose of this policy is to provide a clear process for research application and selection process for Kentucky Nurses Association members.

Eligibility Criteria:

- Any registered nurse who practices and is licensed in the State of Kentucky and is a member of the Kentucky Nurses Association.
- Priority will be given to actively practicing nurses, nurse educators, and nurse leaders.
- Priority will be given to applications that address Kentucky’s highest needs to strengthen the nursing workforce and build a culture of health.
- Research study may be quantitative or qualitative.
- Dissemination of project results is expected, at a minimum, to be published in *The Kentucky Nurse* and presented to the Education Research Cabinet (ERC).
- Applications must be prepared according to the guidelines and will not be reviewed or returned.

Timeline:

- The research application includes two separate application opportunities for \$2500. Applicant is only eligible for one research funding award.
- A research award will be provided in the spring and one in the fall.
- The deadline for submitting applications is April 10th (Spring) and July 31st (Fall).
- Research Award recipients will be notified within 30 days of the deadline. All applicants will be notified of the Research Award Committee’s decision. Feedback will not be provided, and applications will not be returned.
- If no proposals are submitted, or insufficient merit is determined, the KNF reserves the right to hold the funds over for the next grant deadline.
- Proposals may be resubmitted (limit of two times during the next grant deadlines) for additional consideration provided grant funding was not previously awarded for the same proposal.



Application Requirements:

- The completed research proposal and relevant accompanying documents should be emailed to the Chair of the KNF Research Committee, Linda Thomas at lindajthomas1946@gmail.com and admin@kentucky-nurses.org.
- The research proposal must include the following:
 1. Completed Checklist
 2. Title Page (Includes KNF Research Grant Application, Date Name, Project Name, and Organization/Institution)
 3. Abstract: 250 words or less, double-spaced
 4. Total Projected Budget – maximum award funded by KNF is \$2,500.00
 5. Curriculum Vitae – For the principal investigator; and if applicable, other relevant co-investigators, consultants, and academic advisors.
 6. Narrative – The following headings/subheadings must be included (a) Title (b) Purpose (c) Problem statement/significance/rationale (d) Aims/Hypothesis (e) Approach: Framework, Methods/Procedures, Proposed Analysis and Anticipated Impact. Maximum 6 pages, not including references, required size 11 or 12 font and 1 ½ or double spaced. References must be in AMA/APA citation format. Instruments and/or Subject Population Instructions may be submitted as an appendix. Provide tool(s) and language/wording prepared for subject population.
 8. Appendices, as needed:
 - A. Copy of (1) IRB approval and (2) Human Subjects Review (if applicable):
 - B. Documentation of Consultation of Approval, if applicable
 - C. Documentation of Support and Access (if part of the investigation) for where the research will be conducted at locations other than the sponsoring institution, if applicable.

Additional research funding details:

- The applicant will be notified if a proposal is approved or not approved.
- Once approved, the funds will be distributed by admin@kentucky-nurses.org within ten days of notification of award.
- Should the awardee fail to complete the research, the nurse is expected to pay back the entire amount of the money awarded no later than 30 days post-award funding cycle.
- The KNF and the Research Committee will not provide research critique.
- Information obtained about a proposed study during the review process by the reviewer(s) will be kept strictly confidential.



Award Recipient Expectations:

- The Grant awardee will be assigned a resource person from the KNF Research Committee and will be expected to be in contact with the resource person at least quarterly by a mutually agreed upon communication method.
- All publications and presentations emanating from research projects funded by KNF must contain the following: "This project was supported in part by research funds from the Kentucky Nurses Foundation of the Kentucky Nurses Association."
- The KNF expects the applicant to complete project within one (1) year of award funding. Requests for extension should be sent to KNF chair of research committee and admin@kentucky-nurses.org for review and final determinations made by the Research Review Committee.
- The recipient of research funds is expected to submit a written/formal report to KNF. As part of the dissemination process of the research project the grant awardee is required to submit their project to the *Kentucky Nurse* as well as present their project at an Education Research Cabinet meeting describing the results prior to the end of the calendar year in which the study was completed. In addition, the recipient is expected to disseminate the results of the project/study to other scholarly platforms including but not limited to a research podium presentation/poster presentation at KNA events such as the KNA Annual Meeting /KNA Fall Conference or publication in a state/regional/national/international publication.
- Should the awardee fail to complete the research, the nurse is expected to pay back the entire amount of the money awarded.