



The Canadian Association of Critical Care Nurses

Canadian Intensive Care Week Spotlight Challenge Bursary Criteria

Canadian Intensive Care Week is held annually in October and is dedicated to creating awareness across Canada for the importance of critical care practice and the need to support critical care education and research. Acknowledging the highly-trained professionals who care for the critically ill is a central theme of the week. More than 100,000 patients are cared for in Canadian ICUs each year and better than 80 per cent of ICU patients survive because of the intense care and knowledge of critical care staff.

Bursary Information

Presented to a group of critical care nurses who develop an activity and/or event to profile their local Critical Care Team during Canadian Intensive Care Week.

At minimum, one applicant must be a CACCN active member.

Bursary Funding

\$ 500.00

Deadline

June 1

Overall Award Criteria

Nominees and applicants must:

1. be a **current/active** member of the Canadian Association of Critical Care Nurses (CACCN) for a **minimum of one (1) year prior to the application/nomination** for all awards, bursaries, grants.
 - a. Exceptions to the membership criteria are:
 - b. Brenda Morgan Leadership Excellence Award – member, for a **minimum of five (5)** consecutive years and.
 - c. Life Member Award – member, for a **minimum of ten (10)** consecutive years.
2. be licensed to practice nursing in Canada.

3. complete the application/nomination via the online award, bursary, and grant submission system.
4. provide signed applications and/or nomination letters (physical or electronic signatures accepted), where required.
5. provide contact information for applicants, nominees and those providing character references, chapter and/or national involvement, to verify authenticity, where required.

Bursary Specific Criteria

1. Applications must include the following information:
 - a. How the event/activity has the potential to increase the visibility of the critical care team during Canadian Intensive Care Week
 - b. Relevance to the objectives of Canadian Intensive Care Week
 - c. How unique and creative the event/activity will be
 - d. Feasibility to action the event/activity
2. Applicant has not been a recipient of this bursary for a minimum of one year.

Bursary Requirements

1. Proposed event/activity must be held during Canadian Intensive Care Week in the year the bursary is received.
2. Bursary funds are to be used for the Canadian Intensive Care Week event.
3. Recipient must notify their local CACCN chapter of receipt of the bursary and provide details of the planned event.
4. Recipient must be open to the possible participation of their local CACCN chapter in a way that would highlight CACCN but would not change or affect the functioning of the event.
5. Recipient is encouraged to share the event on chapter and National social media channels on the day of the event – Facebook, Twitter, LINKEDin.
6. Within 45 days of the event, recipient must provide a post-event report including:
 - a. event/activity flyer.
 - b. the details and outcome of the event/activity.
 - c. proof of the event occurring (via photos*, publication in newsletter, social media posts, etc.).
and
 - d. comments from attendees (if available).

All submissions and final reports become the property of CACCN and the bursary submission may be used in current/future publications* (print and electronic).

* CACCN Photographic Consent forms must accompany all photographs submitted OR documentation via the event/activity flyer must include information about photography being used at the event and those in attendance give their permission to be photographed and that the photos will be used in CACCN publications.

Bursary Submission Process

1. Online submission at www.caccn.ca
2. Incomplete nomination packages and packages received after the deadline will not be considered.

Selection Process

1. Applications will be blind reviewed by the Award Review Committee of active CACCN members.
2. Applicants with the highest rubric score will be the recipient of the grant.
3. Applicants will be notified of the application results via email and regular mail.
4. Applicants must acknowledge receipt of the grant within three (3) months of notification. Failure to do so may result in the grant being awarded to the second-place applicant based on rubric scoring.

Additional Information

Applicants will be recognized in the CACCN Critical Connections Bulletin, the Annual Report and at the Awards Ceremony at the Canadian Critical Care Nursing Conference.

Questions?

CACCN National Office
caccn@caccn.ca 866-477-9077