



## The Canadian Association of Critical Care Nurses

### Research Grant Criteria

Grant Information
Awarded annually to the investigator of a research study that is relevant to the practice of critical care nursing.
Grant Funding
\$ 2,500
Deadline
June 1
Overall Award Criteria
<p><b>Nominees and applicants must:</b></p> <ol style="list-style-type: none"><li>1. be a <b>current/active</b> member of the Canadian Association of Critical Care Nurses (CACCN) for a <b>minimum of one (1) year prior to the application/nomination</b> for all awards, bursaries, grants.</li><li>2. Exceptions to the membership criteria are:<ol style="list-style-type: none"><li>a. Brenda Morgan Leadership Excellence Award – member, for a <b>minimum of five (5)</b> consecutive years and.</li><li>b. Life Member Award – member, for a <b>minimum of ten (10)</b> consecutive years.</li></ol></li><li>3. be licensed to practice nursing in Canada.</li><li>4. complete the application/nomination via the online award, bursary, and grant submission system.</li><li>5. provide signed applications and/or nomination letters (physical or electronic signatures accepted), where required.</li></ol>

6. provide contact information for applicants, nominees and those providing character references, chapter and/or national involvement, to verify authenticity, where required.

## Grant Specific Criteria

The principal investigator must:

1. Be a member of CACCN for a minimum of one (1) year.
  - a. Where a student is submitting the research grant application and is ineligible to act as the Principal Investigator, the student must be a member of CACCN for a minimum of one (1) year.
  - b. CACCN members enrolled in a graduate nursing program may also apply
2. Be licensed to practice nursing in Canada.
3. Be employed by a Canadian healthcare facility or educational institution.
4. Conduct the research in Canada.

## Budget and Financial Administration

1. Funds must be used to support research expenses.
2. Funds must be used within twelve (12) months from the date of grant provision unless an extension is requested in writing and approved by the Chair, CACCN Partner Relations Committee.

## Terms and Conditions

1. The research is to be initiated within six (6) months of receiving the grant.
2. Revisions to the study and the study timelines requires written approval from the Chair, CACCN Partner Relations Committee ([caccn@caccn.ca](mailto:caccn@caccn.ca)).
3. The final report is to be submitted to the Chair, CACCN Partner Relation Committee ([caccn@caccn.ca](mailto:caccn@caccn.ca)) within three (3) months of the completion date of the study.
4. Within one (1) year of the completion date consideration given to one of the following to disseminate the findings of the project:
  - a. submitted as a manuscript in accordance with the author guidelines to the CACCN Canadian Journal of Critical Care Nursing™ for review and publication; **or**
  - b. submitted as an abstract presentation in accordance with the abstract guidelines to the CACCN Canadian Critical Care Nursing Conference; **or**
  - c. submitted as a request to hold a one (1) hour educational event for CACCN members (webinar or journal club).
5. All publications and presentations arising from the research study must acknowledge CACCN's contribution.

## Application Requirements

Completed online application at [caccn.ca](http://caccn.ca).

The application form requires the following information be provided:

**1. Research Grant Title**

**2. Principal Investigator:**

- a. Name
- b. Address
- c. Email address
- d. A brief CV/resume (upload in word or PDF)

**3. Co-investigator(s):**

- a. Name
- b. City, Province
- c. A brief CV/resume (more than one co-investigator, combine all brief CV/Resumes into one (1) document – upload in word or PDF)

**4. Affiliated Institution/Agency:**

- a. Name
- b. Address
- c. Telephone
- d. Contact person

**5. Other facilities and groups involved:**

- a. Name
- b. Address
- c. Telephone
- d. Contact person
- e. Type of involvement

**6. Funding from other sources:** sources of funding and amounts

**7. Proposal Summary:** not in excess of five single spaced pages exclusive of appendices (upload in word or PDF)

- a. Background
- b. Purpose/Hypothesis/Research Question
- c. Relevance to Critical Care Nursing
- d. Method
- e. Data Analysis Plan

**8. Appendices:** should be limited to essential information, e.g., consent form, instruments. (upload in word or PDF)

**9. Reference List:** APA 6<sup>th</sup> Ed (upload in word or PDF)

10. **Letter of Support from Sponsoring Agency** (hospital, clinical program) **or thesis chair / advisor** (university / faculty of nursing)
11. **Letter of Approval from Facility for Commencement of Study** (upload in word or PDF)
12. **Ethics Approval:** (upload approval document in word or PDF) **OR** if not required, provide an explanation as to why
13. **Research Grant Agreement** of the Terms and Conditions of the grant

### **Review Process**

1. Applications will be blind reviewed by an Award Review Committee of active CACCN members with research experience for potential contribution to the practice of critical care nursing, feasibility, clarity, and relevance.
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.
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  
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