GUIDELINES FOR Theta Zeta RESEARCH AWARD

Research proposals awarded once each year; information regarding the submission dates is available from the President, Theta Zeta chapter.

I. ELIGIBILITY

A. The Primary Investigator or Co-Investigator applying for the award must be a registered nurse in Pennsylvania with a minimum of a baccalaureate degree.
B. The Primary Investigator or Co-Investigator applying for the award must be a member of Sigma Theta Tau; priority will be given to chapter members.
C. The research must be devoted to nursing, have potential for application to nursing practice, and be feasible to conduct.

II. FUNDING

A. Funding up to $1500 may be awarded according to the discretion of the Award and Financial Committees.
B. Typically, one award is made each year although the number awards is dependent upon the merits of submitted proposals and decisions of the Award and Financial Committees.

III. APPLICATION consists of 4 components:

A. Cover Sheet: Complete the information requested.
   Itemize how the dollars requested will be used. List all items which may be needed in order to execute the research, such as:
   - payment to subjects
   - consultation fees
   - purchasing materials for data collection
   - computer time
   - test interpretation
   - subject recruitment costs
   - typing costs
   - instrument duplication
   - postage for data collection
   - poster development and presentation expenses

B. Background Information: Please complete the information requested.

C. Proposal: The proposed project should possess sound scientific merit and be based on a firm understanding of the problem area, the relevant literature and the research process. To comply with space limitations, the applicant is asked to respond to the following:
   1. Describe the relevance to nursing of the problem your research addresses, including a clear statement of the research question/s.
   2. Describe the design and procedure in such a way that it is clear to the reviewer that they are appropriate to answer the research question/s.
   3. Describe in sufficient clarity and detail how the proposed data analysis is related to questions 1 and 2.

Responses for each question are limited to 3 single-spaced pages with 1-inch margins and a font size no smaller than Times 12. Proposals not meeting these requirements will not be reviewed.
D. **Statement of Agreement**: Sign (electronically) and date the Agreement, indicating that you will adhere to the requirements listed should you receive funding.

**SUBMISSION PROCESS - DATES AND CONTACT**

A. Submissions must be received by midnight, June 10, 2011

B. Submit applications as 1) email attachment to aspegman@msn.com or 2) fax ATTN: Theta Zeta, 570.389.4423.

C. Individuals may apply for funding more than once; however, each application must be complete.

D. Additional information available from Adele Spegman, Interim Chair, Research Awards Committee (503-869-4019; aspegman@msn.com).

**IV. EVALUATION OF PROPOSALS**

A. Each response will be rated using the following 5-point scale:

<table>
<thead>
<tr>
<th>EXCELLENT</th>
<th>GOOD</th>
<th>REASONABLE</th>
<th>POOR</th>
<th>INSUFFICIENT DATA</th>
</tr>
</thead>
<tbody>
<tr>
<td>4</td>
<td>3</td>
<td>2</td>
<td>1</td>
<td>0</td>
</tr>
</tbody>
</table>

B. The reviewers will use this scale to assign a value to each of the 3 criterion. Total scores are averaged across reviewers, then awards made on the basis of the averages.

C. At least three reviewers will read and evaluate each proposal. The reviewers will include doctoral- and master-prepared members of the Theta Zeta Chapter

D. The Research Award Committee will meet within 2-4 weeks of the submission deadline and decisions are announced within 2 weeks following the meeting.

**CHECKLIST FOR FUNDING APPLICATION**

Please include the following in each application submitted to the Theta Zeta chapter, STTI.

- _Cover page (9 items, 1-9)_
- _Background Information (6 items, 10-16)_
- _Responses to proposal questions (3 criteria)_
- _Signed Statement of Agreement_