

**SIGMA THETA TAU INTERNATIONAL  
ALPHA KAPPA CHAPTER-AT-LARGE  
INFORMATION ON RESEARCH AWARDS**

**AWARD:** Up to \$2500 total. Up to \$500 for equipment. Application deadlines are February 1, October 1, and December 1.

**ELIGIBILITY FOR AWARD:** All researchers may submit applications. Some preference will be given to the novice researcher (any researcher who has never received extramural funding for research, outside the employing institution). All applicants must have an active membership in Sigma Theta Tau Alpha Kappa Chapter-at-Large. Researchers and co-researchers can only apply once per project. Researchers and co-researchers can apply every other year.

**PROCESS:**

1. Submit application for Research Award to Research Committee on electronic forms provided by \ Alpha Kappa Chapter-At-Large. Attach research proposal and budget.
2. Applications not funded will be returned with recommendations or comments. Applications may be resubmitted.
3. Recipients will be notified of awards and checks will be sent for full amount awarded.
4. Recipients must submit progress reports on a biannual basis. A final report is due at the conclusion of the study
5. Recipients will be invited to present at Alpha Kappa Chapter-At-Large research forums.

**INSTRUCTIONS FOR RESEARCH AWARD APPLICATION**

Print the application form. Scan and email the application form and other application materials to the co-chairs of the Research Committee.

Use the following checklist when submitting an application for a Research Award:

- Completed Application Form
- Research Award Agreement
- Proposal (Follow "Guide for Preparing Research Proposals")
- Budget and Budget Justification (Details of amount of money needed and how the money will be used; please note limits above)
- A copy of the Institutional Review Board approval for protection of human subjects must be submitted either with the proposal or at the time of award notification, prior to any funds being given
- Alpha Kappa Chapter-At-Large membership number.

**GUIDE FOR SUBMISSION OF RESEARCH PROPOSALS**

A suggested outline for your research proposal is provided below. Because qualitative and quantitative research proposals are structured differently, include only the information appropriate for your study. The length of the narrative (parts I and II) is limited to 10 pages.

Please use 12-point font and 1-inch margins. Use the APA style manual for source citation format.

### **I. Introduction**

#### **A Problem Statement**

1. State problem to be investigated in a clear, succinct manner
2. Identify need for study and relevance for nursing
3. State specific aims

#### **B. Background**

1. Cite related literature
2. Identify theoretical framework

#### **C. Definitions**

1. Identify and define variables
2. Specify research question(s)

### **II. Research Design**

- A Describe general research approach for answering research question (i.e., descriptive, experimental, survey, ethnography, grounded theory)
- B. Describe the measurement of variables including strategies to ensure rigor of the study and reliability and validity of the instruments and/or findings. Include tools if appropriate as appendices.
- C. Identify data collection procedures.
- D. Describe setting and sampling plan
- E. Describe strategies for protecting rights of human subjects
- F. Describe analysis to be used to answer research questions

### **III. Budget**

- A Provide detailed descriptions of items in budget format
- B. Include a narrative budget justification
- C. Note that only items directly related to the conduct of the research project are eligible (i.e., typing instruments, copying forms, postage, etc.) Expenses not eligible for inclusion are salary to self, typing of thesis/dissertation, travel to professional meeting, etc. Awards are limited to \$2500 total, \$500 for equipment

### **IV. Time Frame**

### **V. Institutional Review Board Approval**

A copy of the Institutional Review Board approval must be submitted either with the proposal or prior to funding. Funding checks will not be dispersed until the documentation of approval has been received by the Research Committee.

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**APPLICATION FOR RESEARCH AWARD**

**INFORMATION REGARDING APPLICANT:**

1. Name:
2. Present Address:  
City State Zip:
3. Phone No.   Work:  
                  Home:
4. Permanent Address (if different):
5. STT Alpha Kappa Chapter-At-Large Membership Number:
6. Educational Background (Institution & Location, Diploma/Degree, Date, Major):
7. Work Experience (Title of Position, Name & Address of Employer, Inclusive Dates):
8. Research Experience (Include your role in the project):

**FOR STUDENTS ONLY**

Degree Sought:

Expected Date of Completion:

University or College:

Major:

Faculty Advisor:

Percent of course work completed:

Has your research proposal been approved by your committee? Yes \_\_\_\_\_ No \_\_\_\_\_