**Dudley L. Moore Endowment**

**Research Funding Application Cover Sheet**

Title of Project:

Principal Investigator:

 Name:

 Phone:

 Email:

Dates of Proposed Project:

Direct Cost From Budget Page:

Are Human Subjects Involved? Yes [ ]  No [ ]

Where will research study occur?

 [ ]  Scottish Rite Hospital

 [ ]  Egleston Hospital

 [ ]  Hughes Spaulding

[ ]  Satellite Location (Specify)

 [ ]  Physician Office (Specify)

 [ ]  Other (Specify)

Co-Investigators/Team Members

Organizations/Grantors for future funding:

      Application Deadline       Funding Limit

      Application Deadline       Funding Limit

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Principal Investigator Date

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Manager/Director Date

Dudley L. Moore Nursing and Allied Health Research Fund

**Submission Guidelines**

All grant proposals should be submitted by email to the Dudley L. Moore Review Committee chair, Dr. Linda Riley, at linda.riley@choa.org.

*A pre-submission review of the proposal is required by members of the Nursing Research Department no later than April 1, 2015. Discussion and clarification of objectives and study design will help ensure feasibility of the proposed study.*

The final deadline for submission is the first Friday in May and October .The Dudley Moore Fund provides grant funding for research proposals which will enhance patient care. Accordingly, priority is given to proposals that demonstrate the capacity to change practice based on current evidence.

* The submission of a proposal is a competitive process; each submission will be evaluated by the Dudley Moore Review Committee.
* The **maximum** amount of funding available per study is $15,000.
* Principal Investigators (PI) may be members of Children’s Nursing or Allied Health Staff (who provide services on site in one of our facilities). Individuals who hold regular faculty appointments at institutions who are Children’s academic partners may be Co PI/collaborators on the study ,if a CHOA employee is the PI.
	+ Pilot studies that potentially benefit patients and families at Children's will receive priority and should fall into the following system-wide and National Magnet© Research Priorities:
		- Clinical Outcomes (quality of care, Patient safety and functional outcomes)
		- Patient /Family Satisfaction (satisfaction with overall nursing care and/or pain management
		- Organizational/Practice Environment (evidence-based practice, leadership, quality improvement, staff relationships, failure to rescue)
		- Health Services ( RN satisfaction, work environment/staffing, RN retention/education/certification , vacancy rates)
		- Financial and Material Resources (cost savings due to improved patient safety; professional development
* Please Note:
	+ Applications are for investigator initiated pilot studies that may be completed within 6-18 months.
	+ Applications from novice researchers who have not received Dudley funding will be given priority.
	+ For pilot studies needed to qualify for extramural funding; the granting agency should be specified and the proposed date of application included.
* The application requires a **signed commitment from your clinical manager or your Director at Children’s** indicating their support and approval of the time and effort required to complete the study. [Tips for managers -click here.](http://careforceconnection/Nursesstation/NursingResearch/DudleyMoore/_layouts/WordViewer.aspx?id=/Nursesstation/NursingResearch/DudleyMoore/Shared%20Documents/Dudley%20Tips%20for%20Managers.docx&source=http%3a//careforceconnection/Nursesstation/NursingResearch/DudleyMoore/Shared%2520Documents/Forms/AllItems.aspx)
* The application should also include letters of support from key stakeholders, including collaborating physicians, pharmacy, and other disciplines as needed to complete the study per standard of care.
* Only projects approved by our IRB will receive funding. A copy of your IRB approval will be required prior to funding your grant. However, you may apply for funding while IRB approval is pending.
* A progress report to the Nursing Research and EBP Committee will be required outlining project status to date, results of the research, summary of findings, budgeted expenses to date, posters or presentations completed and publications completed or in process. This information is also provided to the Moore family in an annual progress report. A progress report template will be sent to the PI
* Grantees are expected to present their findings at the first Nursing Research Symposium after completion of the study and either to other audiences on request.
* Proposals should be submitted by email to the Chair of the Dudley Moore Research Committee at linda.riley@choa.org by the due date.

**Include the following in your grant application:**

* **Dudley Moore Research Funding Application Cover Sheet (attach PI’s CV)**
* **CHOA IRB FULL PROTOCOL GUIDELINES (use template in this hyperlink)**

**Template available from CHOA IRB; access** [**here**](http://www.choa.org/Pediatric-Research/For-Professionals/Research-Administration/Institutional-Review-Board/~/media/CHOA/Documents/Research/IRB-Documents/IRB-Forms-and-Tools/Full-Protocol-Guidelines-and-Template.pdf)

* **References**
* **Appendices (e.g. letters of support, data collection instruments, advertisements, tables, figures)**

#### Budget (use Excel template provided)

For any additional questions, please contact NursingResearch@choa.org

**Budget Instructions and Guidelines**

***Personnel***

* Staff who are eligible for salary support includes study coordinator, research nurse or assistant, statistician, research lab tech.
* Note: Investigators are not eligible for salary support if the project directly relates to an educational requirement (i.e. PhD dissertation).
* Salary support for clinical staff should be expressed in a per subject cost.

Example: Total hourly rate x time required per subject x number of subjects. No overtime may be paid.

* Include fringe benefits in calculations where appropriate. Children’s Healthcare current fringe benefit rate is **22.5%.**

***Consultant***

* Salary support for statistician should be expressed in a per hour cost.

 Example $150 per hour x 10 hours of statistical support required =

 $1,500.

* Other: Non-Children’s employee providing a service not available through Children’s.
* Children’s employees cannot be paid as consultants or contract employees.

***Equipment***

* Computer equipment is not funded for Dudley Moore pilot studies
* Non patient care equipment purchased for the study becomes property of the organization not the PI.

***Supplies***

* Itemize all supplies by category.

***Patient Expenses***

* + Costs of all research procedures (for example: laboratory tests, MRI’s, EKG’s, ECHO’s, Chest X-ray)
	+ Patient costs must include Children’s technical fee and professional fee if applicable (for example: if you are requesting an EKG, there is a technical fee from Children’s and a professional fee from Sibley Heart Center Cardiology for interpretation). Children’s Office of Sponsored Programs (OSP) must be consulted to access the funding appropriately.
	+ Pharmacy expenses
	+ Compensation/Reimbursement for patient/parent (parking, time and travel compensation). Provide breakdown as cost per patient.

Incentives to participate in study (gift cards etc…)

** Dudley Budget Template**