



Grant Submissions Criteria and Guidelines

Abstract

Not to exceed 300 words spaced. State the problem, describe the methods, and identify the relevance to the purpose of the grant.

Budget Criteria

- MNRS/Advocate Health Dissertation Grant (Up to \$2,500)
- MNRS Founders Circle Dissertation Grant (Up to \$2,500)
- MNRS Seed Research Grant (Up to \$5,000).
- MNRS/Sigma Research Grant (Up to \$3,500) Criteria is provided on the Sigma website.
- MNRS Joseph & Jean Buckwalter Dissertation Grant (Up to \$2,500)
- MNRS Post-Dissertation Research Grant (2 Available, up to \$2,500 each)
- MNRS Kevin and Mary Anthony Family Grant for Transforming Long-Term Care (Up to \$2,500)

Funding starts at the end of the Annual Conference but only after the recipient has received IRB approval. Attaining IRB approval is the responsibility of the investigator.

The budget is not to exceed the applicable grant amount. Only expenses essential to the conduct of the proposed research will be funded. No indirect costs are allowed.

Allowable expenses:

- Personnel: RAs can be hired on an hourly or FTE% basis. State percentage of effort on project and salaries and benefits.
- Supplies: Items with a unit cost of \$500 or less.
- Travel only as related to carrying out this research proposal, NOT to present the findings of the study.
- Other: Printing, parking, food, postage, participant incentives, telephone, and duplicating in this category.

Prohibited expenses:

- Equipment
- Supplies with a unit cost of more than \$500
- Personal computers
- PI and CoPI salaries
- Subcontractors
- Educational assistance such as tuition, textbooks, or dissertation preparation
- Travel or per diem to present papers or posters to MNRS or any other conference
- Conference registration
- Funds cannot be used to travel to the MNRS Conference

MNRS Executive Office:

5034A Thoroughbred Lane, Brentwood, TN 37027, USA
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National Institutes of Health (NIH) Biographical Sketch of Principal Investigator

The NIH biosketch is to be used for the principal investigator. Please use the most current NIH biosketch format and prepare the biosketch using SciENcv. Include biographical sketches for co-investigator(s), major professor/adviser, and consultant(s), if applicable, in Appendix B.

Use of Artificial Intelligence in MNRS Grant Applications

The Midwest Nursing Research Society (MNRS) recognizes that artificial intelligence (AI), including large language models (LLMs) and generative AI technologies, may provide useful tools to support the development and preparation of grant applications. These technologies may improve efficiency, support writing and editing, and assist researchers in organizing and communicating their ideas. However, AI cannot replace the scholarly expertise, critical thinking, originality, professional judgment, or accountability of the applicant.

MNRS distinguishes among three categories of AI use in the preparation of grant applications:

Assistive Use

AI tools may be used to support administrative or editorial tasks that do not generate substantive intellectual content. Examples may include grammar and spelling correction, formatting, readability improvements, or similar editing assistance. Assistive uses do not require disclosure.

Generative Use

Use of generative AI to create, substantially revise, summarize, organize, or develop content for a grant application must be disclosed. This may include AI-generated narrative text, proposed aims or research questions, literature summaries, data interpretation, or other application materials. Applicants remain fully responsible for reviewing and verifying all AI-assisted content for accuracy, originality, appropriate attribution, and compliance with MNRS requirements.

Prohibited Use

AI must not be used in ways that compromise research integrity, confidentiality, intellectual property, or the integrity of the MNRS grant review process. Prohibited uses include fabricating or falsifying information, citations, data, results, qualifications, or other application content; representing AI-generated ideas or information as verified evidence without appropriate review; or entering confidential, proprietary, sensitive, or personally identifiable information into an AI system when appropriate protections are not in place.

The applicant retains full responsibility for the content of the submitted grant application, regardless of whether AI technologies were used in its preparation. Submission of an application represents the applicant's affirmation that the materials are accurate, appropriately attributed, consistent with accepted standards of research integrity, and reflective of the applicant's own scholarly judgment.

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Proposal Narrative

The proposal narrative (including aims/purpose, background and significance, and methods) must not exceed 4 pages. Facilities, human subjects, and references must not exceed an additional 4 typewritten pages. The proposal is to be single-spaced. Use .5 margins all around, Arial font, and 11-point type or print. Proposals not conforming to these guidelines will be returned without review.

APA format must be used for citations and references

1. Specific Aims/Purposes
 - a. State the overall objective or long-term goal of the proposed research; the specific aims/purposes; and the research questions and/or hypotheses addressed
2. Background and Significance
 - a. Review the most significant previous work and current status of research in the field related to the problem under investigation. Identify interrelationships of the purpose, literature, and variables.
 - b. Identify how your study will fill knowledge gaps. Describe the theoretical significance of the proposed research and its potential for nursing application.
3. Method
 - a. Research Design
 - b. Sample/Subjects
 - c. Measures/Instruments/Methods of Data Collection
 - d. Procedures for Data Collection
 - e. Plan(s) for Data Analysis
 - f. Limitations or potential difficulties in design or methods
 - g. 12-Month Time Frame/Schedule of Activities: Justify that the project can be completed within the time frame.
4. Human Participant Protection: Describe and substantiate the process for the protection of human subjects.
5. Facilities/Resources and Collaborative Arrangements: Describe the facilities and resources available for the conduct of the project. Indicate if consultative support is required and include documentation of need plus Letter(s) of Agreement and Biographical Sketch(es) in Appendices.

Appendices

1. Letters of Support, Access, Collaboration

Attach no more than seven (7) letters of support from individuals responsible for access to potential subjects and other resources in settings where the study is conducted. All letters of support must be attached with the proposal. Letters sent separately will not be honored. Include:

 - a. Appropriate letters of support from cooperating agencies

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- b. Letter from major professor/adviser, if applicable
- 2. NIH Biographical Sketches for co-investigators, major professors/advisors, and/or consultants, if applicable.
- 3. Documentation of Human Participant Review
 - a. If applicable, attach a letter from the Institutional Review Board (IRB) verifying that the project has been reviewed and approved. If the project has not yet been reviewed, give the anticipated date of review. Documentation of the approval is required prior to receipt of the grant.
- 4. Measures/Instruments
 - a. A copy of all instruments should be attached. If an instrument is not in the public domain, include documentation of permission to use the instrument.

Presenting

All grant recipients are requested to present a concurrent session at the MNRS Annual Conference within two years following their Grant Final report. Recipients may use their Grant Final Report as a template for the session.

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