



## 2022 ISONG Education Grant Application Instructions

### Introduction

#### Purpose:

The purpose of the ISONG Education Project Award is to support projects related to the mission of ISONG, specifically, to promote academic and clinical education to support genetic/genomic nursing knowledge and practice. Funding may be used for new or ongoing projects that will contribute to the expansion of genetic/genomic knowledge. The awardee(s) will be selected through peer review of proposals by members of ISONG selected by the Chair(s) of the Education Committee. The funds are awarded at the annual ISONG Congress and are available for one or two years.

#### Eligibility:

Project Leader must be a member of ISONG in good standing. The Project Leader is the person who submits and leads the project and manages the funds.

#### Deadlines:

- June 13, 2022, at 11:59 PM US EDT: Project proposal (see below) needs to be submitted via this OneDrive upload link.
- 90 days following the end of the one- or two-year funding period: Project Leader submits final report (described below). More details will be provided.

#### Specifications to apply for the grant:

- Applicant must be a current member of ISONG and involved in clinical practice.
- Applicant must disclose if funding from ISONG for this project has been previously provided.
- Letter of Intent:
  - Applicant must submit a letter of intent via this [OneDrive upload link](#) no later than **Monday, May 9, 2022** (11:59 PM EDT), which includes the following information:
    - Project title
    - Primary aim or outcome of the project
    - Patient population
    - Your position within the clinical organization
    - Specify how project success will be measured
    - Indicate timeframe that project will be completed. Note that applicants can now choose to complete the project in one OR two years upon receipt of the award. Check the appropriate box on the Budget Justification Form.
- Applicant must complete and submit the grant application by [uploading ONE PDF file to OneDrive](#) no later than **Monday, June 13, 2022, by 11:59 PM EDT**. The file name must include the last name of the project lead and ISONG Grant 2022 (ex. Jones ISONG Grant 2022). The following needs to be included as part of the **PDF** file:

1. **Genomic Education Project Grant Application** (page 3 in this document)

2. **Proposal cover sheet.** The proposal face sheet serves as the cover sheet. Download the [Grant Cover Sheet](#). Since the collection/analysis of data can often take more than one year, there is now an option for a one-year or two-year grant. The awarded amount will not change, and all monies will be provided at the start of the grant period.
3. **Completed budget and budget justification form.** Download the [Grant Budget Form](#). The budget cannot exceed \$2,000.00. Only direct costs of the study may be included in the budget. In addition, investigator salaries or travel costs may not be included. Be specific and provide justification for each item. Examples of appropriate requests include but are not limited to: printing materials such as brochures or posters, video production, purchase of books or other proprietary materials, software, fees for listservs, dissemination fees such as conference registrations, participant compensation or cost of instruments, consultation with experts such as librarians or graphic artists. Note: Funds cannot be used to subsidize Project Leader or team member salaries.

#### Questions?

Contact Ruth Lucas at [ruth.lucas@uconn.edu](mailto:ruth.lucas@uconn.edu) or Mary Hanson-Zalot at [Mary.Hanson-Zalot@jefferson.edu](mailto:Mary.Hanson-Zalot@jefferson.edu).

#### **Instructions for Applicants**

Project examples: Examples include development and design of courses, educational assessment measures/strategies, evaluation of educational methods or educational tool kits. Research projects that directly advance education of genetic/genomic nurses may be considered if the Project Leader or a team member has expertise in the research methods proposed.

Role of the Project Leader: All communication from the Education Committee will be with the Project Leader. The Project Leader is the person who: 1) submits and leads the project; 2) manages the funds; 3) assures ethical integrity throughout the processes of design, implementation, and evaluation.

Final Report: The Project Leader is responsible for completing and electronically submitting a **final report** of the work by the above deadline. The report will include:

- Summary of project goals/aims
- Design and/or procedures
- Summary of outcomes
- Recommendations and brief reflection
- Publications or presentations of project, completed and planned
- Acknowledgement of ISONG funding support

Formatting the application and accompanying material: Complete the Award Application Form according to the directions below (omit the instructions included on the application). Use a 12-point font and at least 1.0-inch margins. The completed application should be emailed in a word document or as a pdf. For additional guidance, refer to the reviewer scoring form appended to this document.

## ISONG EDUCATION GRANT APPLICATION FORM

### Project Leader information

**Name and credentials:**

**Affiliation:**

**Current position:**

**Email address:**

**Daytime phone:**

**Mailing address:**

**Project Title:**

**Project Aim(s):**

**Project Description: (800 words maximum):**

**1. Background and significance:** Discuss the significance of this project and the gap(s) it will address. Describe innovative aspects of the project.

**2. Design/Approach:** Describe the project design, procedures, the methods and instruments to be used.

**3. Impact:** Describe how project success will be measured and how it will have a significant impact on genetic/genomic nursing and education locally or worldwide. Describe any plans for dissemination of materials created and for sustainability of the project.

**References:** All citations noted in project description must appear in the reference list in the most recent APA format.

### Personnel and environment:

Team members: Name, credentials, affiliation and email address of each team member. For the Project Leader and each team member, write one paragraph describing their expertise that will contribute to this particular project. Biosketches or curriculum vitae may be appended to supplement descriptions of team members' expertise. Describe any institutional support or resources that will be used.

**Proposed timeline for this one- or two-year project:**

**Does this project include research involving human subjects? \_\_\_\_\_yes \_\_\_\_\_no**

If yes, what Institutional Review Board will approve the proposal? A copy of the approval (in English) must be submitted to the Education Committee Chair(s) before release of the funds.

**Appendices:** May include instruments to be used, IRB approvals, letters of support (required from the supervising faculty member if the Project Leader is a student), biosketches or curriculum vitae. Additional documents may be requested at the discretion of the Chair(s).