



## **Sigma Theta Tau International Honor Society of Nursing Rho Omicron Chapter Scholarly Project Application Packet**

Rho Omicron Grants for Scholarly Projects are available to all members of the Rho Omicron Chapter.

### **ELIGIBILITY REQUIREMENTS**

The applicant must be an active member of Rho Omicron Chapter.

### **INSTRUCTIONS**

1. Please complete **all** parts of the application form. You may print or type the application form. All information included in the application will be treated as confidential. Failure to complete all parts of the application components and processes will remove the candidate from consideration.
2. Submit a maximum of 5page double-spaced narrative proposal for the work to be accomplished in the project. The 5-page narrative is to include a. through c. of #3 below.
3. The proposal must include the following items:
  - a. Specific aims that are to be accomplished
  - b. Background information that includes justification for the project and the significance to nursing practice, education, or administration
  - c. A description of how the project will be accomplished (For research, include the design, sampling plan, measures/tools, data management plan, & analysis plan; for other types of projects, include the objective or purpose, plans for completing the project, the nature/description of the finished product, and how the product will be used to improve practice, education, or administration.
  - d. Timeline is 12 months maximum – show schedule of steps or progress of the project (e.g. Gantt Chart); not to exceed 1 page
  - e. Budget maximum is \$500.00 – itemized budget and justification not to exceed 1 page
  - f. Professional resume or bio-sketch – not to exceed 3 pages
  - g. Letter or memorandum of support/approval from the appropriate gatekeeper/administrator who must approve access or other aspects of the project (see below) --- if applicable
4. Deadline date for applications: **February 6, 2012**

5. Submit completed application packet to:  
Mount Carmel College of Nursing  
Rho Omicron Chapter  
127 South Davis Avenue  
Columbus, OH 43222
6. Date of announcement of grantee(s) **March 19, 2012**.  
Rho Omicron Chapter will fund up to a maximum of 1 grant under this call.
7. Final report of the project and any tangible products are due 12 months from the date that funds are received.
8. Use the format shown below for the face page of the proposal. The face page does not count in the 5page limit for the body of the proposal.

**Sigma Theta Tau International Honor Society of Nursing  
Rho Omicron Chapter Grant Application Form**

Name: \_\_\_\_\_  
Last First Middle Degree(s)

Current Address: \_\_\_\_\_  
Street City State Zip

Telephone: Home \_\_\_\_\_ Cell or Mobile \_\_\_\_\_

Current Employment Information (if applicable)

Company Name \_\_\_\_\_

Company Address \_\_\_\_\_  
Street City State Zip

Job Title \_\_\_\_\_

Location or site of the project: \_\_\_\_\_

**Sigma Theta Tau International Honor Society of Nursing  
Mount Carmel College of Nursing  
Rho Omicron Chapter**

**Statement of Support or Approval of Proposed Project**

\_\_\_\_\_ is applying for a grant entitled:

\_\_\_\_\_ from Sigma Theta Tau International, Rho Omicron Chapter. Please complete a letter or memorandum of approval or support for this project. Include the following when applicable:

- Approval to use equipment, supplies, space, or other tangibles for the project
- Approval to contact or interact with patients, students, or nurses as part of the project
- Your authority to provide the above approvals
- Your opinion about the potential contribution to practice, education, or administration that might come from this project

Name: \_\_\_\_\_ Position: \_\_\_\_\_

Organization: \_\_\_\_\_

Relationship to Applicant: \_\_\_\_\_

Return the completed letter or memorandum to:  
Mount Carmel College of Nursing  
Rho Omicron Chapter  
127 South Davis Avenue  
Columbus, OH 43222

Note: Do not use this form. A letter on employer's letterhead is preferred, if appropriate. Please incorporate the above items/information in the letter or memorandum. Thank you on behalf of the Rho Omicron Board of Sigma Theta Tau International.

**Criteria for Judging Applications in the  
Call from Rho Omicron Chapter  
of Sigma Theta Tau International Honor Society of Nursing  
for Proposals for Scholarly Projects**

1. Significance of the project for nursing practice, education, or administration
2. Logic of the proposal components
3. Completeness of the application
4. Feasibility of the project within the time line of 12 months
5. Budget – appropriateness and feasibility of the projected expenses
6. Goodness of fit between the professional qualifications of the applicant and the knowledge and skills required to complete the project in a timely and productive manner
7. Strength of the support conveyed in the letter or memorandum submitted on behalf of the project