



2018 Research Grants Program

Letter of Intent Submission Instructions

NOTE: Access the Letter of Intent Online Application through a link on the ONS Foundation Website at <http://www.onsfoundation.org/apply/re/RE01>

Please read the application instructions prior to submitting your Letter of Intent

ONCOLOGY NURSING SOCIETY FOUNDATION
2018 RESEARCH GRANTS PROGRAM
LETTER OF INTENT INSTRUCTIONS

DEADLINE DATES:

- **2018 Research Grant Letters of Intent Due: August 15, 2017**

PURPOSE OF GRANT: The purpose of the ONS Foundation Research Grants Program is to support oncology nursing research. *Research projects may include pilot or feasibility studies or developing a new aspect of a program of research.* Funding preference is given to research that addresses the ONS Research Priorities and the ONS Research Agenda.

ELIGIBILITY: The principal investigator must be actively involved in some aspect of cancer patient care, education, or research and be PhD or DNSc prepared. Funding preference is given to projects that involve nurses in the design and conduct of the research activity and that promote theoretically based oncology practice. Please refer to further application eligibility requirements in the application instructions found on the ONS Website at: <http://www.onsfoundation.org/apply/re/RE01>.

GENERAL INSTRUCTIONS: The letter of intent is due 1 month prior to the application submission date. It is used to select qualified reviewers and verify the research team composition and funding history. The submission and acceptance of a letter of intent does not imply that the applicant will receive funding. Investigators will be notified if projects are deemed inappropriate for this particular application. Applications without a prior letter of intent will not be considered for funding.

All Letters of Intent must be submitted via the ONS Foundation online application system through the link found on the ONS Foundation website at <http://www.onsfoundation.org/apply/re/RE01>.

LETTER OF INTENT CONTENT:

- **Principal Investigator:** Name the one individual who will be primarily responsible for implementing this proposal and for reporting to the ONS Foundation. Provide name, credentials, institutional affiliation and previous research funding experience and amount of funding.
- **Title of the project:**
- **Abstract** (*Limit the abstract to one page (500 words), using a 1 inch or ½ inch margin and indicate the number of words in the abstract at the bottom of the page.*)
Create a Word Document Abstract to be copied and pasted into the online application. At the top of the abstract page, list the title of the project; name of the applicant and any anticipated co-investigator(s); institutional affiliation for each person identified; and if the project is a pilot or full study. The body of the abstract should contain the following headings:
 - Purpose/Specific Aims
 - Rationale/Significance of Study
 - Conceptual or Theoretical Framework
 - Main Research Variable(s)
 - Design
 - Setting
 - Sample
 - Methods
 - Implications for Practice
- **Research Team:** (names, credentials, institutional affiliations, role on the team, previous completed Research funding experience and amount of funding).
 - ◆ The ONS Foundation requires that the most recent research funding history, including role and amount of funding, be included. If there has been no funding within the past 3 years, please include any funding within the past 10 years.
 - ◆ **Note:** At least one team member must have received and completed RESEARCH funding greater than \$100,000
- **Biographical Sketches (INVESTIGATORS)** Use the *New NIH* biographical sketch form (OMB No. 0925-0001/0002) or download a biosketch form from the forms area on the ONS Foundation

website <http://www.onsfoundation.org/apply/re/RE01> . Submit a biosketch for the PI and any key participants, e.g., all co-investigator(s), consultant(s), clinician collaborators and mentors. Each biosketch is limited to 5 pages. *Note that the biosketch personnel statement needs to include the contributions of that person to the grant proposal. Be sure that the funding amounts of all research grants are included in the biosketches.* All biosketches must be combined into one PDF to be uploaded.

Receipt of the Letter of Intent will be confirmed via e-mail. *If no response has been received within two days after the letter of intent deadline, contact the ONS Foundation at: Phone: 866-257-4667 (Option 4) or Email: info@onsfoundation.org*