

Grant Form

RESEARCH



The NSW OTA is pleased to offer Research Grants designed to provide financial assistance to NSW OTA members who are conducting research in the area of perioperative nursing.

Research Grants will be awarded to a maximum value of \$10,000 made in two separate payments.

GUIDELINES

- Research grants applications may be submitted at any time during the year, but must be received by the NSW OTA at least 3 months prior to commencement of the research project.
- Recipients are required to submit a progress report at six month intervals during the research period and a final report at the conclusion of this period outlining how the grant funds were used.

ELIGIBILITY CRITERIA

- The application must be an active member of the research team and a practicing perioperative nurse who has been a full financial member of the NSW OTA for at least two consecutive years.
- Have not received a Research Grant from the OTA or ACORN within the two years preceding the current grant application.
- Submission of Research Grant Application
- An application form must accompany supporting documentation.
- A copy of your Curriculum Vitae or professional portfolio should be included.
- Proof of NSW OTA membership by the applicant.
- Title and summary of research proposal.
- Ethics approval by relevant Ethics Committee as

applicable. A copy of Ethics Committee approval or relevant consent documentation should be submitted.

- Estimation of funds required, including breakdown of costs.
- Expected time frame for the completion of the research and a funding schedule.
- Within 3 months of completion of the research paper present a written report for possible publication in the ACORN Journal. Reports should be submitted in a format and of a standard suitable for publishing in ACORN (see ACORN guidelines for publication). However publication of the paper will be at the discretion of the editor.
- Apply to present a paper on the research project at the annual NSW OTA conference (this could be in the form of your research proposal, work in progress or report at completion of the research project).
- Acknowledge NSW OTA financial support in publications and at conferences.
- Failure to complete the research project or submit a report may result in the NSW OTA seeking the return of Research Grant funding and and future grant applications will not be considered.

ITEMS TO BE INCLUDED WITH GRANT APPLICATION

If you are undertaking the project as part of a team, a professional profile for all members of the project team should be included. This must include:

- Professional and academic qualifications and experience
- Research experience

- A brief employment history
- Memberships of other professional organizations.
- Professional contributions/activities.
- A detailed costing of expenses including a written quote for any travel expenses.
- A brief outline of the project including
 - objectives
 - proposed date of commencement and completion
 - methodology
 - ethical considerations
 - proposed time line for the completion of each stage of the project
 - how results will be disseminated
 - how this project will contribute to perioperative nursing

INDIVIDUAL NSW OTA MEMBER APPLYING FOR GRANT

In order for an individual member of the NSW OTA to be eligible to receive a Research Grant you must provide evidence of the following criteria in addition to the information requested above:

- Evidence of current and continuous full membership of the NSW OTA for the past two years. (Full members only are eligible for grants). This must include:
 - A photocopy of your NSW OTA membership card
- OR
- Receipt from annual renewal
- OR
- Evidence of current NSW OTA full membership and previous full membership of other State perioperative group(s) – both memberships totaling a minimum of two consecutive years.
- Evidence of attendance at perioperative Nursing Conferences or equivalent perioperative education for the past two years.

APPLICATION FORM



Name

Address

Telephone

H

W

M

Email

Place of employment

Position

Length of time as a perioperative nurse

Length of time as a NSW OTA member

Name of proposed project

Total amount requested

Have you applied for any other funds

Yes No

If yes, please give details

I hereby submit my application for a Research Grant from the NSW Operating Theatre Association Inc. I also undertake to furnish the Association with a typewritten report for possible publication in the ACORN journal, within three months of the completion of the project.

Signature of Applicant

Date

We invite you to complete the application form and forward to:

Administrative Assistant
NSW OTA Inc. Secretariat
PO Box 212,
Croydon NSW 2132

Ph: (02) 97999835
Fax: (02) 97991867
Email: info@ota.org.au
Web: www.ota.org.au

Please note that applications may take up to one month to be processed.