



Education Grant

Online Application Instructions

Please review the Funding Opportunity Announcement for the grant program that you are applying to before submitting an application to ensure the program is currently open to applications and understand all program requirements.

This application content overview provides high-level information about the type of information that will be expected to be included in the online application. **Please see the electronic application portal, when available, for specific instructions on format.**

Templates referenced in this overview will be made available in the electronic application portal.

This application content overview pertains to the following AANA Foundation Grant Programs:

- DEI Education Grant

All grant applications must be submitted electronically to the portal and adhere to the guidelines noted there. To enter the portal, you will need to complete an electronic Pre-Screen Form that provides information on the Principal Investigator and Organization applying for funding. Once the Pre-Screen is submitted, you will receive instructions on how to establish a profile in the electronic application portal with a username and password and proceed with your application.

Applications are expected to have the following content.

Title

Use a descriptive title that highlights the purpose and goals of the education initiative.

Funding Rationale

Please tell us why the AANA Foundation should fund your project. In crafting the rationale, consider the AANA Foundation mission, evidence-based practice priorities, potential impact, and the priorities stated in the Funding Opportunity Announcement.

Abstract and Relevance Statement

- The abstract should include a short description of the education initiative, highlighting the education objectives, goals, strategy, audience, and anticipated impact.
- The abstract should be able to stand alone in describing your project and be written in a way so that the content is accessible to a variety of audiences.
- In one to two sentences, the relevance statement should indicate anticipated importance and applicability to policy and/or practice in nurse anesthesiology.

Specific Aims

- The specific aims summary should stand alone and is the most important single section of your proposal.
- The summary should begin by briefly addressing the topic, stating what is currently known about educational needs and gaps, goals of the education project, targets of the education, and potential impact of the work.
- Clear and specific aims should be stated (typically 2-3), numbered or separated into bullet points. Aims should be short, concise statements (1 to 3 sentences) about the educational objectives that you plan to accomplish and the expected outcomes. Consider whether your stated specific aims are logical and achievable and if they adequately address your implementation strategy.
- Complete the specific aims page with a brief statement of why the educational approach is innovative, the potential outcomes, and the expected impact of the education strategy on the nurse anesthesiology profession.

Educational Strategy

The Educational Strategy section contains 5 subsections including Description and Statement of Need, Educational Goals, Delivery Format, Audience, and Outcomes and Measures of Success. Use these subheadings to organize this section of the proposal. Use in-text citing with AMA Manual of Style 11th edition format and a separate Reference attachment.

A. Description and Statement of Need (20% of the Educational Strategy Section)

- The goal of this subsection is to answer the “so what” question with respect to the planned education initiative.
- Begin this section by providing the context of what is already known about the status of knowledge and educational gaps, with a brief, clear, and concise background discussion.

- Follow this discussion by addressing the importance of implementing an educational strategy, and ways the strategy will address a critical barrier to progress in the field. Describe the data and sources that validate the problem.
- Provide a brief overview of the DEI and educational objectives, delivery format, and audience to be served.
- Describe how your educational initiative will be significant for the nurse anesthesia community and how it aligns with AANA Foundation's mission.

B. DEI and Educational Goals (20% of the Educational Strategy Section)

- The goal of this subsection is to describe the DEI issue and topics to be addressed by the educational activity.
- Explain the goals and what you hope to achieve with the educational activity.
- Describe how the activity will advance diversity, equity, and inclusion and impact the profession and patients.
- Describe how your organization is positioned to offer unique and effective DEI education to the anesthesia community.

C. Delivery Format (20% of the Educational Strategy Section)

- The goal of this subsection is to describe the format and location of the education activity (e.g., in-person workshop, online training module, lectures).
- Specify who will deliver the education (e.g., speakers, faculty), including demographics, experience, and credentials.
- Describe any partners assisting in developing or delivering educational content.

D. Audience (20% of the Educational Strategy Section)

- The goal of this subsection is to describe the audience to be served by the education activity.
- Include the anticipated number of participants, audience type (e.g., nurse anesthesia residents, faculty, patients, general public), geographic reach, how the audience will be identified, and any credit offered to the audience for participation (e.g., CME).
- Describe any relevant partners assisting in identifying and reaching the audience.

E. Outcome and Measures of Success (20% of the Educational Strategy Section)

- The goal of this subsection is to describe the key results anticipated from the educational activity.
- Describe the methods used to evaluate the educational activity.
- Include the specific outcomes of interest and any assessments to be employed to measure success and impact.

Biographical Sketch of Key Personnel

Include Biosketch for each of the key personnel on the project. Key personnel contribute in a substantive way to the scientific development of the project and may or may not receive salary support for work on the grant. Key personnel may be Principal Investigators, Co-Investigators, Consultants, or occupy other significant roles on the project. Use the AANA Foundation Biosketch Template. Biosketches should include information about education and training; a personal statement with a brief description of role on the project; positions and honors; and contributions to science including any history of AANA Foundation funding.

References

Use in-text citing with AMA Manual of Style 11th edition format in the Education Strategy section with numbers to include references for statements; e.g., ¹. In a Word document, provide numbered references that correspond to the in-text numbered citations in the Education Strategy.

Timeline

Provide a visual depiction of the activities and milestones to be completed, by month, in a table format. A narrative description accompanying the table may be included.

Budget and Budget Justification

Use the Budget and Budget Justification Template to outline costs. A narrative Budget Justification is required that provides additional information about each budget category that supports the budget request. Be as specific as possible. The AANA Foundation Grants Policy Statement and Funding Opportunity Announcements specify allowable costs for grant programs. Costs proposed should be necessary and reasonable to conduct the work described. Indirect costs are typically not allowed for education projects.

Appendices

Additional appendices are optional. Examples of appendices include:

- i. Educational curricula samples.
- ii. Webinar or training content.
- iii. A copy of a letter from individuals, departments, or organizations providing support for the proposed education initiative.

Affirmation

You will be asked to affirm your agreement with statements regarding eligibility, accuracy, and compliance with AANA Foundation policy.