



Grant Application Instructions

Before completing an application, please read the full Funding Opportunity Announcement for the grant program to which you are applying. These instructions pertain to applications for the following grant programs:

- High-Priority Health Services and Policy Research: Reimbursement Practices in Nurse Anesthesiology
- High-Priority Health Services and Policy Research: Nurse Anesthesiology Workforce

Before starting your application, please review the following eligibility criteria to ensure that you are eligible to apply:

- Eligible investigators include Certified Registered Nurse Anesthesiologists (CRNAs) or investigators holding a PhD in a discipline related to nurse anesthesiology/health services, typically with prior research grant experience (although not required). If the applicant Principal Investigator is not a CRNA, at least one Co-Principal Investigator (Co-PI; in a Multiple PI application) or one Co-Investigator (Co-I) must be a CRNA and an AANA Member. Eligible organizations include institutions of higher education; nonprofit organizations; for-profit organizations; and nonprofit/for-profit/government-owned health systems.

When you are ready to apply, log in and [click here to begin a new grant](#). Follow the sections and links in the online system to complete an electronic application. The following information will be requested.

You might consider drafting your application in a word processing program such as Microsoft Word and pasting the content into the electronic application fields. If you do so, please first paste the text into a plain text editor such as Microsoft Notepad or TextEdit to strip out unnecessary formatting before adding to the fields below. We encourage you to keep a copy of your application in a separate document for easy reference.

Title of Research

[A grant application must have a short, specific presentation title \(containing no abbreviations\) that indicates the nature of the grant.](#)

Grant Program Name

Please indicate the type of High-Priority Health Services and Policy Research Grant for which you are applying.

- Reimbursement Practices in Nurse Anesthesiology
- Nurse Anesthesiology Workforce

Funding Rationale (500 characters, including spaces)

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

Applicant Information (no character limits)

- Principal Investigator First Name
- Principal Investigator Last Name
- Principal Investigator Credentials
- Principal Investigator Primary Email
- Principal Investigator Primary Phone
- AANA Member Name and Credentials (Please provide only one name)*(PI, Co-PI, Co-I)
It is preferred, but not required, that an AANA member serves as PI, and at least one Co-Principal Investigator (Co-PI) in a Multiple PI application or Co-investigator (Co-I) must be a CRNA and an AANA member.
- AANA Member Role
 - PI
 - Co-PI
 - Co-I
- AANA Member ID Number
- Type of Application
 - New
 - Resubmission
- Total Funding Amount Requested
 - Direct Costs Requested
 - Indirect Costs Requested
- Organization Name
- Organization Address (Street, city, state, ZIP)
- Organization Authorized Representative First Name
- Organization Authorized Representative Last Name

- Organization Authorized Representative Primary Email
- Organization Authorized Representative Primary Phone

Proposal Information

Title of Research

A grant application must have a short, specific presentation title (containing no abbreviations) that indicates the nature of the grant.

Abstract and Relevance Statement (2000 characters, including spaces)

The abstract should include a short description of the project, highlighting the problem, purpose, aims, design, methods, analytic strategy, anticipated impact, and plans for future research. 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.

The relevance statement should indicate anticipated importance and applicability to policy and/or practice in nurse anesthesiology.

Specific Aims (5000 characters, roughly equivalent to 1 page)

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, the problem and its significance, gaps to be addressed, goals of the research, hypotheses to be tested, 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 objectives that you plan to accomplish and the expected outcomes. Consider whether your stated specific aims are logical and achievable and if they adequately test your hypotheses. Complete the specific aims page with a brief statement of why the work is innovative, the potential outcomes, and the expected impact of the work on the nurse anesthesiology profession.

Research Strategy (50,000 characters, roughly equivalent to 12 pages)

A. Significance (25% of the Research Strategy Section; Maximum Length: 12,500 characters, including spaces)

The goal in this subsection is to answer the “so what” question with respect to the planned investigation. Begin this section by providing the context of what is already known in the area of inquiry and what the challenges are with a brief, clear, and concise background discussion supported by a literature review. Follow this discussion by addressing the importance of the problem or a critical barrier to progress in the field that the proposal addresses. Describe any preliminary studies that you have conducted that are informing the proposed research. Explain

how the proposed project will improve scientific knowledge, technical capability and/or clinical practice in the field of nurse anesthesiology. Describe how your methodologic and analytic approach to the problem will lead to sustained impacts on policy or practice in the field of anesthesia.

B. Innovation (15% of the Research Strategy Section; Maximum Length: 7,500 characters, including spaces)

The goal of this subsection is to describe what is new and unique about the proposed investigation and why it is innovative. Address how the work challenges and/or seeks to shift the current research or clinical practice paradigms. Discuss any novel theoretical concepts, approaches or methodologies, instrumentation, or interventions to be developed or used, and any advantage over existing methodologies, instrumentation, or interventions. Make it clear what is new and cutting-edge about the approach to the problem. Describe any planned inventions/patentable discoveries to be developed with support from the grant and expectations for generating income.

C. Approach (50% of the Research Strategy Section; Maximum Length: 25,000 characters, including spaces)

The goal of this subsection is to describe the overall strategy, methodology, and analysis to be used to accomplish the specific aims of the project. The strategy, methodology and analysis should be directly traceable to your specific aims and hypotheses. If you have performed preliminary studies, have study data, and/or experience pertinent to the application discuss this information in this section under a subheading titled, "Preliminary Studies." You may use subheadings in the Approach section for each Aim, and have further sub-headings such as Design, Methods, Sample, Setting, Intervention, Variables, Procedures and/or Analysis Plan. Include how the data will be collected, analyzed and interpreted. Discuss potential problems, alternative strategies and benchmarks for success with respect to achieving the specific aims. Establish the feasibility of the work and how you will manage any high-risk aspects of the study particularly those related to use of human subjects.

D. Investigators (5% of the Research Strategy Section; Maximum Length: 2,500 characters, including spaces)

The goal of this subsection is to illustrate how the principal investigator, collaborators and other researchers are well suited to the proposed project. If you are a new or early-stage investigator, discuss the training/experience you possess that is applicable to the study. If you are an established investigator, speak to your record of accomplishment in the field of study. If the

project involves a collaborative effort, address the complimentary and integrated expertise of the investigators as it relates to the proposal.

E. **Environment** (5% of the Research Strategy Section; Maximum Length: 2,500 characters, including spaces)

The goal of this subsection is to describe how the environment in which the study will be performed contributes to the probability of successful completion. Demonstrate that the institutional support, equipment, and other physical resources available are adequate for the project proposed. If appropriate, discuss how the project will benefit from unique features of the environment, subject population or collaborative arrangements.

Dissemination Plan (5000 characters, roughly equivalent to 1 page)

Describe plans for disseminating findings to key audiences including academic and non-academic (e.g., provider, patient, policymaker) audiences. Dissemination efforts may include presentations, publications, or other communication documents and resources (e.g., fact sheets, briefs, infographics, webinars, podcasts, toolkits, etc.). Specify the anticipated products, timelines, and key audience(s) for each.

Key Personnel Biosketch

Provide a 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. 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.

The uploaded attachment(s) must be named using the following format:

LastName_FirstName_DescriptiveFileName (i.e., Doe_John_biosketch). Download the required template and upload a separate biosketch for each additional investigator.

[Biosketch template](#)

Principal Investigator Biosketch upload

Other Key Personnel Biosketch (x5) upload

Uploads

Please add the required uploads below. All uploaded attachments must be named using the following format: LastName_FirstName_DescriptiveFileName (i.e., Doe_John_references).

References

AMA Manual of Style 11th edition format is required. Use in-text citing in the Research Strategy section with numbers within a square bracket 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 Research Strategy. There is no character limit.

Timeline

In a Word document, 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. For Career Development grants, the timeline should include any training activities. There is no character limit.

Budget – [Budget template](#)

Use the Budget Template to outline costs. 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 allowable for research grants only and are capped at 15%.

Budget Justification

A narrative Budget Justification is required that provides additional information about each budget category that supports the budget request. Be as specific as possible.

Human Subjects Form – [Human Subjects Form template](#)

Use the Human Subjects Template to provide information about research classification and human subjects/vertebrate animal involvement. This template specifies whether the project is classified as research, if human subjects or vertebrate animals are involved, if the project is exempt from human subjects regulations, if determination documentation is available, and if IRB/IACUC review/approval has occurred.

Optional Uploads (up to 7)

Additional appendices are optional to upload. Appendices may be in Word, Excel, PDF or JPEG format. Examples of appendices include:

- i. Investigational Review Board (IRB OR IACUC) determination, verification of submission for review, or approval. (Proposals may be considered if IRB OR IACUC approval is pending. Funds will not be released until approval is received.)
- ii. A copy of the instructions from a commercial radioimmunoassay kit.

- iii. A copy of the research instrument (for surveys, questionnaires, etc., or data collection tool).
- iv. A copy of a letter from individuals and/or departments providing support for the proposed research.

Affirmation

Please read and agree to the affirmation.